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About UA Graduate Education

Introduction
The University of Alabama, Graduate School, 102 Rose Administration Building, Box 870118, Tuscaloosa, AL 35487-0118; (205) 348-5921; e-mail: gradschool@ua.edu; or visit the website of the Graduate School. This catalog is produced by the Graduate School. Although the publisher of this catalog has made every reasonable effort to attain factual accuracy herein, no responsibility is assumed for editorial, clerical or printing errors or error occasioned by honest mistake. All information contained in this catalog is subject to change by the appropriate officials of The University of Alabama without prior notice. Although this catalog intends to reflect any current policies or rules of The Board of Trustees of The University of Alabama referred to or incorporated herein, users are cautioned that changes or additions to policies or rules may have become effective since the publication of this material. In the event of such a conflict, the current statements of board policy contained in the official minutes and manual of rules, bylaws, and guidelines shall prevail.

Equal Opportunity in Education and Employment
The University of Alabama complies with applicable laws prohibiting discrimination, including Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, Executive Order 11246, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans Adjustment Assistance Act, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, or veteran status in admission or access to, or treatment or employment in, its programs and services. Inquiries and concerns may be directed to University Compliance Officer, 171 Rose Administration Building, Box 870300, Tuscaloosa, AL 35487-0300, (205) 348-5855 (Voice/TDD). This notice is available in alternative formats upon request.

The University is committed to making its programs and services accessible to individuals with disabilities and seeks to be responsive to the needs of qualified students with disabilities. Students who may need special services or reasonable accommodations because of a disability are encouraged to contact the Office of Disability Services (ODS), 133-B Martha Parham Hall East, Box 870185, Tuscaloosa, AL 35487-0304; telephone (205) 348-4285; TDD (205) 348-3081.

Campus Security Report
Each year, The University of Alabama publishes the UA Annual Campus Security Report. It contains crime statistics for the three most recent calendar years. It also details UA security policies and procedures. The online Annual Campus Security Report is provided in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Alabama Department of Public Safety, a state agency, also provides on its website an online listing of sex offenders currently registered with the state. For information regarding the enrollment or employment of registered sex offenders at The University of Alabama, or to request a printed copy of the Campus Security Report, write University Police, Attention: Community Services Division, Box 870180, Tuscaloosa, AL 35487-0180.

Academic Policies

400-Level Courses for Master's Credit
Courses numbered 400-499 are primarily for advanced undergraduate students. Under no circumstances will coursework below the 400 level be accepted for graduate credit. Read more. (p. 5)

Academic Misconduct
All acts of dishonesty in any work constitute academic misconduct. This includes, but is not limited to, cheating, plagiarism, fabrication of information, misrepresentation, and abetting any of the above. Read more. (p. 5)

Admission Criteria
Each application is considered in the context of other applications to the same area, with due consideration given to the availability of space, the need to maintain a pool of students of superior potential, and other goals of the program. Read more. (p. 5)

Application
Application may be made to only two programs at a time, and at no time may a student be enrolled in more than two programs. Read more. (p. 12)

Continuous Dissertation Registration for Doctoral Students
The student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Read more. (p. 13)

Course-Numbering System
All courses taken for graduate level credit must be taught by a member of the Graduate Faculty. Read more. (p. 14)

Degree Requirements
Each student must assume full responsibility for understanding both the general and special requirements of the division and department in which he or she pursues his or her major work. Read more. (p. 14)
Joint, Cooperative and Shared Graduate Programs
The University of Alabama, the University of Alabama at Birmingham, and the University of Alabama in Huntsville have agreed to the establishment of several joint, cooperative, and shared graduate programs. Read more. (p. 23)

Records Maintenance and Disposition
The policy statement is available upon request in the Office of Academic Records and University Registrar and is published in the class schedule each fall semester. Read more. (p. 23)

Registration and Assistantships
Any graduate student utilizing the assistance of a faculty member or any facility of The University of Alabama in relation to a degree program must be registered in an appropriate course reflecting that activity. Read more. (p. 23)

Scholastic Requirements
Many departments and programs produce manuals, procedures and policy guides, graduate student handbooks, and other publications for their students and faculty in graduate programs. Read more. (p. 24)

Withdrawals and Leave of Absence
A graduate student who desires to withdraw from a course may do so, with the approval of the student’s advisor or department head, during the period allowed for dropping a class. Read more. (p. 26)

400-Level Courses for Master’s Credit
A maximum of six semester hours of 400-level course credit may be accepted for a master’s degree program, and only if a form for approval of 400-level coursework for graduate credit is completed and approved by the department and Graduate School prior to the semester in which the 400-level coursework will be taken. All of the conditions below must be met:

1. The department offering the courses also offers a graduate degree.
2. Approval is obtained from the student’s graduate adviser and the Graduate School prior to the semester in which the coursework is to be taken.
3. The course is taught by a member of the graduate faculty.
4. The course is not offered at the 500 level.
5. Graduate students in such courses do appropriate extra work and demonstrate a higher level of mastery.

Courses will differ for graduate students, typically in at least two of the four ways mentioned below:

1. Graduate students should submit additional papers that require more analysis, synthesis, evaluation and application of knowledge.
2. Graduate students should complete additional, higher-level readings.
3. Graduate students’ oral and written work should demonstrate greater depth of thought.
4. Graduate students should attend additional meetings with the professor to discuss course content in greater depth.

A downloadable version of the Form for Approval of 400-level Courses is available on the Graduate School’s website.

No 400-level credit (except the six hours accepted toward the masters degree) may be accepted for doctoral degree programs. Under no circumstances will coursework below the 400 level be accepted for graduate credit. Masters students may use no more than six hours of 400-level courses for graduate credit.

Academic Misconduct
All acts of dishonesty in any work constitute academic misconduct. This includes, but is not limited to, cheating, plagiarism, fabrication of information, misrepresentation and abetting any of the above. The Academic Misconduct Disciplinary Policy will be followed in the event that academic misconduct occurs.

Students should refer to the Provost page on Academic Misconduct.

Admission Criteria
The Graduate School makes admission decisions based on a composite of qualitative and quantitative information that include, but are not limited to, the following: the applicant’s statement of purpose, letters of recommendation, the academic standing of the student in program(s) in which the applicant has studied, relevant professional activities and achievements, admissions test scores, previous grades and the recommendation of the faculty in the area to which the applicant is seeking admission. Each application is considered in the context of other applications to the same area, with due consideration given to the availability of space in the program at the time the student applies, the need to maintain a pool of students of superior potential and other goals of the program. A department may set higher admission standards for doctoral students. Not every student whose credentials meet stated quantitative standards is admitted.

An applicant may apply to only two programs at a time and, upon acceptance to each, pursue only two programs at a time. Application to each program will be considered separately. The timeline for each program is based on the admission term for each, the degree completion requirements of each and so forth. A student who pursues two programs must apply for candidacy and meet the degree requirements for each program. See Degree Requirements (p. 14) for additional information.

Persons are admitted to a specific program of study as specified on the application. A request for a change of program or continuation beyond an original purpose is viewed as a new application and is subject to current procedures and standards.

Admission to graduate studies at The University of Alabama is valid for 12 months after the requested entrance date. In some departments, students must seek pre-approval if they wish to change the entrance date initially requested on their applications. International students requesting a change in their entrance date should also be aware that their TOEFL, IELTS or PTE scores must be less than two years old at the time of initial enrollment at the University. Should the TOEFL, IELTS or PTE become more than two years old prior to enrollment, the student will be required to retest and submit an acceptable score prior to enrolling. If a student applies but does not complete any coursework within 12 months of the requested entrance date, a new application and an accompanying appropriate fee must be submitted. If a student enrolls for classes but then fails to register for three consecutive years, the student must reapply for admission.
The dean of the Graduate School is the only person authorized to waive any requirement, admit applicants to the Graduate School, or otherwise notify applicants of the disposition of their applications.

Additional requirements may be stated in the divisional and departmental sections of this catalog.

Admission requirements are subject to change without prior notice. Being admitted to a graduate program does not mean that each course required in the student’s program of study will be available each semester or in a specific semester.

A person holding a bachelor’s degree (or who is a senior) from a U.S. regionally accredited institution (or the foreign equivalent for an international applicant), is eligible for consideration for admission to the Graduate School of The University of Alabama.

Types of admission are described below.

Regular Admission
An applicant whose credentials meet both of the following minimum requirements may be considered for regular admission:

1. GPA requirement: The applicant must have an undergraduate grade point average of 3.0 overall, 3.0 for the last 60 semester hours in a degree program, or 3.0 for a completed graduate degree program. AND
2. Entrance exam score requirement: The applicant must have a 300 on the revised GRE test or a 1000 on the GRE general test, a score at the 50th percentile on the MAT, or a 500 on the GMAT, if required by the department or degree program to which the applicant is seeking admission. (See the departmental sections of this Catalog or contact the Graduate School for specific information.) Admission test scores must be less than five years old. An applicant who wishes to be nominated by his or her department for a Graduate Council Fellowship is strongly encouraged to submit a score on the Graduate Record Examination (GRE) General Test or entrance examination appropriate to the graduate program of interest.

These are minimum requirements; divisions or departments may set higher standards.

Conditional Admission
An applicant may be considered for conditional admission if he or she meets either the GPA requirement for regular admission (GPA of 3.0) or the entrance examination score requirement for regular admission.

These are minimum requirements. Divisions or departments may set higher standards or may not consider students for conditional admission.

A graduate student satisfies the condition by earning an average of “B” or better in the first 12 semester hours of graduate-level work completed and by satisfying any other conditions specified by the department or the Graduate School at the time of admission. If the 12 hours are completed in a term in which the total credits exceed 12, the evaluation is made on the basis of all graduate-level work completed at the end of that term of enrollment.

Failure to remove the condition within the first 12 hours of graduate work will result in the student’s being dropped from the program. A student who satisfies the condition will assume automatically the status of a regularly admitted graduate student.

Readmission
Applicants for readmission who are in good standing should write to The University of Alabama, Graduate School, Box 870118, Tuscaloosa, AL 35487-0118 or e-mail gradschool@ua.edu, at least six weeks in advance of the desired date of registration to request registration materials. Some departments may have earlier deadlines; applicants should contact their departments for specific deadlines. For students without proof of all required immunizations, the Health Center may access a fine, and registration may be blocked.

Readmission of Service Members
The University complies with laws concerning readmission of service members.

A student who has been admitted to or enrolled in The University of Alabama Graduate School may ask for a military leave to fulfill a U.S. military obligation. The student should notify the Dean of the Graduate School of a call to military service and provide documentation. Upon return from military service, the student also should notify the Dean of the Graduate School of the intent to return to graduate school and provide documentation of honorable discharge.

A student called to active military duty, unless dishonorably discharged, and eligible for readmission as defined by law, will receive an extension of the degree time limit equal to the term of eligible service, with a cap on the number of years in the extension. The extension is subject to the 5-year limit as applicable to readmission provisions in the Higher Education Opportunity Act of 2008 (Section 484C of the HEA) and implementing regulations in 34 CFR Section 668.18.

Admissions Examination Criteria
Graduate admission examinations are required for applicants to most programs and must be less than five years old. Most departments require a score of 300 on the revised GRE test or a 1000 on the GRE test. Some departments may allow substitution of the Miller Analogies Test (MAT) for the GRE. Applicants to the Manderson Graduate School of Business are required to submit acceptable scores on the Graduate Management Admissions Test (GMAT) although some departments allow the use of the GRE. Applicants should consult the department descriptions in this catalog or contact departments directly for more specific information about admissions examination requirements.

The following departments have received approval to eliminate or modify criteria for graduate admissions test scores:

- Art (studio art): No admissions test required for any applicant. GPA of 3.0 required for regular admission. NOTE: Portfolio or audition required for all applicants.
- MFA in Creative Writing: Admission test recommended but not required. No minimum admission test score. GPA of 3.0 required for regular admission. Portfolio required for all applicants.
- Doctorate of Nursing Practice (DNP): No admissions test scores required for post-MSN applicants. GPA of 3.0 is required. In lieu of test scores the applicant must provide evidence of active professional nurse licensure, advanced specialty certification where available, an interview with DNP faculty, and a writing sample outlining a scholarly project idea.
- Engineering: A student participating - or who has participated - in the Accelerated Masters Program (AMP) at the University of Alabama is not required to provide an admission exam score. The GMAT is accepted in lieu of the GRE for admission to any College’s dual degree programs with the MBA if the applicant has a bachelor’s
degree in engineering or computer science from an ABET/EAC or ABET/CAC accredited program with a GPA of at least a 3.0. The LSAT is accepted in lieu of the GRE for admission to any College’s dual degree programs with the JD if the applicant has a bachelor’s degree in engineering or computer science from an ABET/EAC or ABET/CAC accredited program with a GPA of at least a 3.0. No admission test score is required for applicants from the Navy Civil Engineering Corps (CEC) Graduate Program if the applicant has a bachelor’s degree in engineering from an ABET/EAC accredited program with a GPA of at least a 3.0. No admission test score is required if the applicant participated in the Brazilian Scientific Mobility Program and completed their “Academic Training” at UA.

- **Health Sciences, Human Nutrition, General Human Environmental Sciences, Consumer Science concentration (master’s programs):** No admissions test required for regular admission if GPA is 3.0; conditional admission requires a GPA of 2.5 and a minimum GRE score of 300 (revised GRE test) or 1000 (GRE general test).

- **MBA:** An admissions test waiver will be considered if
  a. The applicant has already completed a post-baccalaureate degree (or)
  b. The applicant has 7 or more years of appropriate full-time post-baccalaureate work experience. Requests will be evaluated by the program on a case-by-case basis after a personal interview with the applicant.

- **German (MA):** No admissions test required for applications for the MA in German. GPA of 3.0 required for regular admission. NOTE: Writing sample required for all applicants.

- **MSN:** No admissions test required for applications with a GPA of 3.0 or above.

- **MSW program** in the School of Social Work: No admission test required for regular admission if GPA is 3.0; conditional admission requires a GPA of 2.5 and GRE of 300.

- **Music:** No admissions test required for any applicant. GPA of 3.0 required for regular admission, GPA of 2.5 required for conditional admission. NOTE: Portfolio or audition required for all applicants.

- **Theater:** No admissions test required for any applicant. GPA of 3.0 required for regular admission. NOTE: Portfolio or audition required for all applicants.

- **Communication Studies (MA):** No admissions test score is required if the applicant is
  a. an undergraduate Communication Studies major at the University of Alabama applying for admission into the University Scholars Program and
  b. has at least a 3.3 GPA overall with a GPA of at least 3.7 in the major.

Information concerning the GRE is available from the Educational Testing Service, Princeton, NJ 08540. The GMAT and MAT are given by the testing services of The University of Alabama and by most colleges and universities and may be taken by appointment. Applicants should plan well in advance so the results of the required examination will be available when needed to support an application for admission. Braille editions of both the GRE and MAT can be obtained from The University of Alabama, Testing and Data Management Services, Box 870108, Tuscaloosa, AL 35487-0108.

Interested persons with restrictions that prevent the use of our online application should contact The University of Alabama, Graduate School, Box 870118, Tuscaloosa, AL 35487-0118 or 1-877-UAGRADS; telephone (205) 348-5921; e-mail gradschool@ua.edu.

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**Other Types of Admission**

**Admission to Doctoral or EDS Programs from Master’s Programs in the Same Department at The University of Alabama**

In participating departments, master’s students enrolled at The University of Alabama may apply for admission to doctoral or EdS programs in the same program by completing the Master’s to Doctoral program application. Departments determine if submission of a statement of purpose, a new test score, or a new transcript is required. Interested students should contact their departments to ask if they accept the simplified application and if there are any additional departmental requirements.

**Expedited Admission for University of Alabama Seniors**

Undergraduate seniors in participating departments enrolled at The University of Alabama who have completed at least 91 hours, have overall GPAs of 3.0 or better, are recommended by the faculty in their departments, and wish to apply for admission to graduate study in their current fields may be eligible for an expedited admissions process by completing the Bachelor’s to Master’s/Doctoral program application. Students should contact the department or program for details. Students who plan to seek scholarships or fellowships are strongly encouraged to follow the application procedures outlined under “Regular Admission.”

**Irregular Postgraduate (IPG) Admission**

A person who applies but is not admitted to the Graduate School may, on the recommendation of the department or division concerned and with the approval of the dean of the Graduate School, seek admission as an irregular postgraduate (IPG) student, for the purpose of attempting to qualify for admission to the Graduate School. An applicant who is denied admission must not assume that this procedure is available to all; specific instructions will be given to those who are eligible.

Work taken as an irregular postgraduate cannot be counted as graduate credit at the time it is taken or at a later date. IPG students register as undergraduates and receive undergraduate credit for all work completed. Upon completion of the required program of IPG studies (no less than 12 semester hours of advanced-level undergraduate credit taken from full-time graduate faculty of The University of Alabama), the student must request a review of the application for admission to the Graduate School within 12 months of the initial requested entrance date, or a new application accompanied by a nonrefundable application fee must be submitted.

**The Accelerated Masters Program (AMP)**

The Accelerated Masters Program is intended for gifted and highly motivated candidates for BA and BS degrees at The University of Alabama whose objectives include degrees at the master’s or doctoral level. In participating Accelerated Masters departments, with a closely integrated undergraduate and graduate program, qualified students begin graduate study in their senior year; such a program may lead to simultaneous completion of requirements for both master’s and bachelor’s degrees, each within its specified framework. New College students can participate in any of the programs listed below if they have the approval of both the Director of New College and the Graduate Program Director of the program that they are interested in.

A student may enroll in only one Accelerated Masters program.

Students in the Accelerated Masters Program are classified as undergraduates until they complete requirements for their undergraduate degrees and therefore may not hold graduate assistantships until
their classifications are changed to graduate status. At that time, Accelerated Masters will also become eligible for graduate fellowships and scholarships.

Any department that offers a graduate program may, with the approval of the dean of the Graduate School, participate in the Accelerated Masters Program. The following programs currently are approved to participate in the Accelerated Masters Program:

<table>
<thead>
<tr>
<th>Department</th>
<th>Degree</th>
<th>Dual-counted hours</th>
<th>Admission test score waiver</th>
<th>Minimum Overall GPA for admission</th>
<th>Length for completion (years)</th>
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<tbody>
<tr>
<td>Aerospace Engineering and Mechanics</td>
<td>MSAEM</td>
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<td>Yes</td>
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<td>American Studies</td>
<td>MA</td>
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<td>No</td>
<td>3.3</td>
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<td>Chemical and Biological Engineering</td>
<td>MCE</td>
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<tr>
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<tr>
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<td>MS</td>
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<tr>
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<tr>
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<tr>
<td>Geography</td>
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<td>No</td>
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<tr>
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<td>No</td>
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<tr>
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<tr>
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<td>Marketing</td>
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<td>4.5</td>
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<tr>
<td>Mechanical Engineering</td>
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</tbody>
</table>
has
graduate courses will be granted by the Graduate School if the student
must have completed the last 30 hours in residence. Admission to take
Transfer students are subject to the published residence regulations and
than 3.3 (as computed without the plus/minus system) in all courses.
must have overall undergraduate grade point averages of not less
number of graduate courses as a Accelerated Masters student. They
may apply and be approved by the Graduate School to take a limited
Admission to take graduate courses is also by invitation and is facilitated
Phase II

| Department                          | Hours | Minimum GPA | Term | Type of Classes
|-------------------------------------|-------|-------------|------|-----------------|
| Mechanical Engineering              | 6     | Yes         | 3.3  | 5
| PhD - Direct Admit                  | 6     | Yes         | 3.3  | 7
| Metallurgy MML & Materials Engineering | 9    | Yes         | 3.3  | 5

Modern Languages and Classics

| Language     | Hours | Minimum GPA | Term | Type of Classes
|--------------|-------|-------------|------|-----------------|
| MA French    | 12    | No          | 3.3  | 5
| MA German    | 12    | Yes         | 3.3  | 5
| Physics      | 15    | No          | 3.3  | 5
| Astronomy    |       |             |      |                 |
| MS Physics   | 15    | No          | 3.75 | 5
| Political Science | 15 | No | 3.75 | 5
| MA           | 15    | No          | 3.75 | 5
| MPA Public Administration | 15 | No | 3.75 | 5
| PhD          | 15    | No          | 3.75 | 7

The following are minimum requirements; divisions or departments may set higher standards:

**Phase I**

Admission to Phase I is by invitation of the department and the dean of the Graduate School. Admission is chiefly determined by the faculty's estimate of a student's talents, motivation, and potential for graduate study. Students may also apply for admission to Phase I through their major department during the second semester of the sophomore year. Contingent upon completion of 61 semester hours of study and with a grade point average in all courses taken of not less than 3.3 (as computed without the plus/minus system), students are admitted to Phase I at the beginning of their junior year on recommendation of the departments to which they have applied. During the junior year, students will take between four and six courses in their major field, as advised by their departments, to prepare them for the work of Phase II. Students seeking admission to Phase I will be informed by their departments if their admission requirements differ from those specified here.

**Phase II**

Admission to take graduate courses is also by invitation and is facilitated by, but not dependent upon, participation in Phase I. On completion of no fewer than 90 hours (ordinarily at the end of the junior year), students may apply and be approved by the Graduate School to take a limited number of graduate courses as a Accelerated Masters student. They must have overall undergraduate grade point averages of not less than 3.3 (as computed without the plus/minus system) in all courses. Transfer students are subject to the published residence regulations and must have completed the last 30 hours in residence. Admission to take graduate courses will be granted by the Graduate School if the student has

a. met all the criteria above as well as other minimum requirements for graduate admission (see "Admission Criteria" in this Catalog),
b. completed three-fourths of the hours required for the major and the minor,
c. met all requirements for the core curriculum, and
d. been recommended by the department to which he or she is seeking admission.

The program of study for prospective Accelerated Masters students must be submitted to the Graduate School prior to the student's enrollment in graduate classes, and students remain classified as undergraduates until completion of the undergraduate degree. Upon admission to the Graduate School, the student will begin a program of study leading to the master's or doctoral degree as approved by his or her department and by the dean of the Graduate School.

The bachelor's degree normally will be awarded at the commencement immediately following satisfactory completion of the first year of graduate study and attainment of a total of 128 semester hours of credit or the minimum required by the college. Graduate-level courses (numbered 500 and above) taken in the senior year/first year of graduate study while enrolled in the Accelerated Masters Program may count toward both the bachelor's and graduate degrees. Courses approved to count for both the bachelor's and graduate degree are designated on the Program of Study that must be approved prior to being accepted as a Accelerated Masters student.

No more than 15 (some departments permit fewer than 15) graduate-level hours (numbered 500 and above) may be dual counted towards both the bachelor's and graduate degree. Interested students should check with their departments for specific coursework requirements. The master's or doctoral degree will be awarded upon satisfactory completion of the requirements for these degrees. In some cases, the bachelor's and master's degrees may be awarded simultaneously; the completion of the master's degree, however, may require an additional period of study.

**Nondegree Admission**

An individual who is interested in earning graduate credit but who is not an applicant for a graduate degree at The University of Alabama may be admitted for nondegree studies with the recommendation of the department or program in which the course is offered and approval of the Graduate School dean. Admission may be granted to a qualified student holding a bachelor's degree from a U.S. regionally accredited institution or the equivalent for international applicants, or to a graduate student in good standing at another U.S. regionally accredited graduate school. Nondegree application forms are available at the Graduate School's Website.

International applicants for nondegree status must submit transcripts (with English translations) and a diploma showing degree earned. They also must have a TOEFL score of at least 550 on the paper-based version, a score of 79 on the iBT, a 6.5 on the IELTS or 59 on the PTE. Applicants also must meet all current immigration requirements.

Nondegree admission is granted for attending special institutes and workshops, for meeting professional training requirements, for taking off-campus courses, or for special conditions approved by the dean of the Graduate School. Departments may set restrictions on the number or type of classes in which nondegree students may enroll, may limit nondegree enrollment to one semester only, or may prohibit nondegree admission. A maximum of 12 semester hours of graduate work may be taken as a nondegree student and later applied to the credit-hour requirements for a degree, if the student is later admitted to a degree program. Individuals enrolled as nondegree students cannot register for more than 12 hours without providing written verification to the Graduate School that they do not plan to pursue graduate degrees.
at the University. No more than 12 semester hours of this nondegree coursework can be evaluated for degree credit. Application of any nondegree credit toward an advanced degree will be contingent upon an evaluation made after the student has been admitted to the Graduate School to pursue a degree program. Responsibility rests with the student to observe the limitations imposed on credit hours, coursework, and transfer of credit. Procedures and online application for this type of admission are available at the Graduate School's website. Students who have had an application to a degree program formally rejected are not eligible for nondegree status.

If a student is not eligible for conditional or regular admission to a degree program, the grades the student earns as a nondegree student will not make the student admissible for the degree program.

Each student taking nondegree courses through the University's programs offered at international sites must submit an official transcript (with an English translation) and a diploma showing a bachelor's degree from a U.S. regionally accredited institution (or the equivalent for an international applicant).

Nondegree students are not permitted to hold graduate assistantships. Nondegree students may not be eligible for federal financial aid and loan programs. For more information, contact the Office of Student Financial Aid, Box 870162, Tuscaloosa, AL 35487-0162; telephone (205) 348-6756.

**Admission of International Students**

Applicants who are citizens of countries other than the United States are welcome at The University of Alabama. Highly qualified students from around the world have been extremely successful in our graduate programs, and the contributions made by our international students in the areas of teaching, research, and general cultural enrichment have been great. Standards for admission and financial aid are extremely competitive, ensuring academic excellence.

Interested students should visit our online application center to apply electronically. Applicants with restrictions that prevent the use of our online application should contact the Graduate School, Box 870118, Tuscaloosa, AL 35487-0118, U.S.A. e-mail gradschool@ua.edu. The request should contain information on the student's citizenship, formal academic preparation, English language ability, standardized test scores, financial situation, proposed major, and date of entry. Requests for application materials receive initial reviews from the Graduate School dean's office.

The fall semester begins in August and is considered the beginning of the academic year, and international students are strongly advised to plan to begin their studies then. Many of our departments and programs will consider applications for the spring semester, which starts in January, but fewer openings for new students are available at that time.

The University of Alabama recognizes that, to be accurately evaluated, applications from international students require more time and more supporting information than do domestic applications. For this reason, international applicants applying from outside the U.S. are encouraged to have complete applications, with all supporting documents, at least 180 days before the beginning of the semester for which application is made. All applications must be complete at least 120 days before the beginning of the semester for which application is made. Some departments have earlier deadlines; applicants should contact the departments in which they are interested to obtain information about department deadlines and other requirements. Applications completed after the deadline will automatically be considered for the following semester. The student whose application is completed well in advance of our deadlines is more likely to be admitted and to receive admission and immigration materials in time to make travel arrangements.

Each international application must hold the equivalent of a U.S. four-year bachelor's degree from an accredited institution to be eligible for graduate admission. While individual departments may have more stringent requirements, bachelor degrees from Bologna Accord certified institutions are considered to meet this criterion.

A student whose first language is not English must submit an official score report for the Test of English as a Foreign Language (TOEFL), the International English Testing System (IELTS) or the Pearson Test of English (PTE). The minimum score for admission to a degree program or for nondegree admission is 550 on the paper-based TOEFL or 79 on the iBT. The minimum IELTS score for admission to a degree program or for non-degree admission is 6.5. The PTE minimum score for admission to a degree program or for non-degree admission is 59. TOEFL, IELTS or PTE scores must be less than two years old at the time of intended initial enrollment at The University of Alabama. Should TOEFL, IELTS or PTE scores become more than two years old prior to enrollment, the student will be required to retest and submit an acceptable score before enrolling. The TOEFL, IELTS or PTE will not be required from any applicant who has earned a degree from an accredited U.S. college or university within the past three years. The Test of Spoken English (TSE) is recommended for international students who wish to be considered for teaching assistantships. For information on registering for the TOEFL, IELTS or PTE available worldwide, IELTS and PTE visit the testing center websites or contact U.S. embassies, consulates, USIS offices, Institute of International Education offices, AMIDEAST offices, and other organizations concerned with international education.

The University of Alabama offers intensive English language instruction to prepare students for further academic study at colleges and universities in the United States. In addition, the University maintains (through the English Language Institute) the International Teaching Assistant Program (ITAP), a program that all graduate assistants with any teaching or instructional activities who are non-native speakers of English must successfully complete before they are allowed to teach. Students are recommended for ITAP by their departments. For information about these programs write to the Director, English Language Institute, Box 870250, Tuscaloosa, AL 35487-0250, U.S.A. Admission to the English Language Institute does not constitute admission to a graduate program at The University of Alabama.

Nonresident foreign students who are offered graduate assistantships are limited to a maximum 50 FTE (half-time) assistantship. Additional employment outside the University is not permitted.

Students are encouraged to direct any questions they may have concerning immigration, housing, or the health service to the Director, Office of International Student and Scholar Services, Box 870304, Tuscaloosa, AL 35487-0304, U.S.A. Questions concerning admission procedures should be directed to the Graduate School.

Requirements and deadlines for submitting applications are subject to change; applicants should review the specific instructions on the application forms for current requirements and deadlines.
Conditional Language Admission for International Graduate Students

An international graduate applicant to The University of Alabama may be considered for conditional language admission if he or she does not meet the minimum TOEFL score requirement of 550 on the paper-based TOEFL or 79 on the iBT, 6.5 on the IELTS or 59 on the PTE and/or does not have an admission test score (e.g. GRE/GMAT/MAT). The applicant must meet all other admission criteria as stated for regular or conditional admission earlier in this Catalog, meet all financial and immigration requirements, and be recommended by the individual University of Alabama graduate department to receive conditional language admission. A student holding conditional language admission may not hold an internally funded graduate assistantship.

Students who have conditional language admission are accepted to the Graduate School but must attend full-time intensive English language instruction at the English Language Institute (ELI). If the student does not hold an admission test score, the admission test must be taken while the student is enrolled in ELI classes. A score that meets admission requirements for regular admission must be submitted to the Graduate School prior to enrolling full time in regular graduate classes. The student must complete the ELI's Intensive English Program with a minimum GPA of 3.5 in the advanced levels (levels 4, 5, and 6) or earn a score of at least 550 on the paper-based TOEFL or 79 on the iBT, or 6.5 on the IELTS before he or she will be allowed to enroll in graduate courses, hold teaching assistantships, or hold internally funded research assistantships. Students who have conditional language admission are eligible to hold only externally funded research assistantships.

NOTE: In special circumstances, a student may initiate the following requests to his or her department chair. The student's request and the specific course to be taken must be approved by the student's department, advisor, course instructor, ELI, and the Graduate School:

- a. if a student has a TOEFL score of at least 500 on the paper-based TOEFL or 61 on the iBT, an IELTS score of at least 6.0, PTE score of at least 52 or initially places in ELI level 5 or 6, then after official evaluation by ELI staff, he or she can be considered for approval to take one carefully selected graduate level course per semester for a maximum of two semesters while completing ELI, or
- b. if student has enrolled in and completed ELI Level 4, 5, or 6 with a 3.5 GPA, he or she can be considered for approval to take one carefully selected graduate level course per semester for a maximum of two semesters while completing ELI.
- c. If a student has a UA institutional TOEFL score of 500 and either has completed ELI Level 4, 5, or 6 with a 3.0 GPA or has placement into ELI Level 5 or 6, he or she can be considered for approval to take one carefully selected graduate level course per semester for a maximum of two semesters while completing ELI.

When a student with conditional language admission begins enrollment in graduate courses, he or she must meet all other requirements for conditional admission, as in the Admission Criteria section of this Catalog.

International graduate applicants should inform the Graduate School that they wish to be considered for conditional language admission when they submit their graduate application forms.

International Bridge Program

According to current University of Alabama graduate policy, "each international applicant must hold the equivalent of a four-year bachelor's degree from an accredited institution to be eligible for graduate admission." The University of Alabama International Bridge Program is intended for the international graduate applicant who holds a three-year bachelor's degree from a country where that credential is not deemed equivalent to the four-year U.S. bachelor's degree. By completing a fourth year, or bridge year of undergraduate study at The University of Alabama, an international student from a recognized foreign institution with a three-year bachelor's degree will have the opportunity to enter graduate study without completing a separate four-year bachelor's degree. The student will complete a "bridge year" of University of Alabama undergraduate coursework and then begin the graduate degree program.

International applicants interested in the International Bridge Program should consult the list of participating departments that are approved to accept applications for the bridge program. If the intended major is listed as participating, then the international applicant will apply for the International Bridge Program following the same graduate application process as other international graduate applicants to the degree program. International applicants may apply electronically using the Graduate School's website or the print application forms. International applicants meeting the Graduate School’s and department’s minimum GPA, GRE, and TOEFL requirements for regular admission to a graduate degree program and who receive the department’s recommendation will be considered for admission in the International Bridge Program. Students admitted into the International Bridge Program will hold a regular graduate admission for a degree program, but will first complete the bridge year of University of Alabama undergraduate coursework and then begin graduate study to complete their graduate degree program.

Each department that participates in the International Bridge Program will provide a written description and specific departmental requirements for their bridge students. Bridge year requirements include the following, at a minimum:

- A student in the International Bridge Program will be classified as an international bridge student while he or she completes the bridge year. The bridge year is defined as a 30 semester hour undergraduate curriculum designed to meet basic core curriculum requirements missing from the three-year international degree. A student's course load during the bridge year may not exceed a total of 15 hours per semester.
- Each graduate program participating in the bridge year program will provide a list of specific undergraduate courses required for their international bridge students. Each department's program will include 6 undergraduate credits of specific courses in each of the following five general curriculum areas:
  - a. written English proficiency,
  - b. information technology or mathematics,
  - c. humanities and fine arts,
  - d. history and social-behavioral sciences, and (e) natural sciences.
- During the time the student is classified as an international bridge student, he or she will be eligible to hold only externally funded research assistantships, and departments will provide careful review of the student's course load and academic progress before granting assistantships. An international bridge student may not hold an internally funded graduate assistantship or fellowship.
- International bridge students must complete the bridge year and earn at least a 3.0 GPA for all coursework completed during the bridge year before progressing into the graduate degree program.
- All courses for the bridge program must be completed through The University of Alabama (no transfer credit). Courses completed as part of the student's three-year international degree may not be repeated for credit in the bridge program at the University.
• Upon successful completion of all bridge year coursework and other department requirements, the department will consider the student for approval to take coursework in the graduate degree program and for possible graduate assistantships and fellowships. The graduate degree will be awarded upon satisfactory completion of the graduate degree requirements.

Admission of Faculty Members for Graduate Work
The University normally does not permit members of its own faculty to earn advanced degrees from the University. A faculty member who wants an exception to this rule must present an extremely compelling case and must receive prior approval from
1. the dean of the Graduate School,
2. the dean of the division in which the faculty member holds appointment,
3. the dean of the division in which the faculty member wants to study, and
4. the executive vice president and provost.
A faculty member seeking an exception to the rule should begin by arranging an appointment with the dean of the Graduate School.

Seniors at The University of Alabama Taking Graduate Credit
A senior at The University of Alabama who has completed no fewer than 91 hours and has earned at least a 3.0 grade point average overall may petition to take graduate courses toward a graduate career. Permission to take a particular course is granted based on approval by the instructor, the instructor’s department chairperson, the dean of the student’s division, and the graduate dean. The total course load for an undergraduate taking graduate courses should not exceed 15 hours a semester. A senior may accumulate no more than 9 hours of graduate credit. With the exception of seniors officially admitted to the University Scholars Program, graduate courses taken by a senior cannot also be applied to the undergraduate career.

Application
Required Materials for All Applicants
Please apply online for graduate study at the Graduate School’s website. Interested persons with restrictions that prevent the use of our online application or who have questions about applications should contact The University of Alabama, Graduate School, Box 870118, Tuscaloosa, AL 35487-0118; telephone (205) 348-5921 or 1-877-UAGRADS; fax (205) 348-0400; or e-mail gradschool@ua.edu.

All applicants, including U.S. citizens, permanent residents, and international applicants, must submit the following materials to the Graduate School using the online application:

• Applicant data sheet and statement of purpose
• One official transcript for each US institution of higher education (including community colleges) at which 15 or more credit hours have been completed. For domestic applicants, transcripts must be uploaded by the applicant. For international applicants, transcripts but be submitted directly by the issuing institution.
• Admissions test scores less than five years old (if required by the department; see “Admissions Examination Criteria (p. 5)” for departments that do not require a test) mailed to the Graduate School directly by the testing service
• The application fee is $60 for U.S. citizens and permanent residents and $75 for international applicants, payable online. Application fees are non-refundable.
• Three letters of recommendation. Recommendations may be substituted online by logging in to ‘Manage Supporting Documents’ or through postal mail. Complete information for the submission of letters of recommendation can be found at http://graduate.ua.edu/prospective-students/apply-now. These should be submitted directly to the department to which the applicant is applying (not to the Graduate School). Each applicant must have a letter of reference from at least one professor in
  a. his or her undergraduate major, or
  b. the proposed field of graduate study, if any courses have been taken in either area within the last five years
• Additional application materials (e.g., portfolios, writing samples, responses to essay questions, etc.) required by individual departments. Applicants should contact departments directly for more information and visit ‘Manage Supporting Documents’ for a list of documents may currently be uploaded.

A faculty member seeking an exception to the rule should begin by arranging an appointment with the dean of the Graduate School.

All of the above materials must be received by the Graduate School before an application will be considered. To ensure that no materials are missing, applicants should periodically check the status of their applications online or by telephoning the Graduate School.

Application may be made to only two programs at a time, and at no time may a student be enrolled in more than two programs. A person holding a bachelor’s degree from a U.S. regionally accredited institution (or the foreign equivalent for an international applicant) is eligible for consideration for admission to the Graduate School of The University of Alabama. Seniors who have completed at least 91 undergraduate credits at regionally accredited institutions are also eligible to apply.

If a student applies but does not complete any coursework within 12 months of the requested entrance date, a new application and an accompanying appropriate fee must be submitted.

Additional Materials for International Students
A student, whether an international or a permanent resident, whose first language is not English, must submit an official score report from one of the following proficiency examinations:

• Test of English as a Foreign Language (TOEFL). The minimum score for admission to a degree program or for non-degree admission is 550 on the paper-based TOEFL or 79 on the internet-based TOEFL (IBT).
• International English Language Testing System (IELTS). The minimum score for admission to a degree program or for non-degree admission is 6.5.
• Pearson Test of English (PTE). The minimum score of admission to a degree program or for non-degree admission is 59.

The TOEFL, IELTS, or PTE scores must be less than two years old at the time of the student’s intended enrollment at The University of Alabama. The TOEFL, IELTS, or PTE will not be required from any applicant who has earned a degree from an accredited U.S. college or university within the past three years. The Test of Spoken English (TSE) is recommended for international students who wish to be considered for teaching assistantships. Information on registering for the TOEFL or TSE, IELTS and for the PTE is available worldwide on the web or at U.S. embassies, consulates, USIS offices, Institute of International Education offices,
Application Deadlines

To ensure adequate time for review, applications must be completed at least six weeks before the desired date of registration. International applicants are encouraged to have completed applications (including all supporting materials) at least 6 to 8 months in advance of the desired term of enrollment. International applicants must have completed applications no later than four months prior to expected enrollment. However, many departments establish earlier deadlines for receipt of application materials. (Applicants should contact their proposed departments for deadline information.) In those cases, completed applications must be in the Graduate School six weeks prior to the departmental deadline. Requirements and deadlines for submitting applications are subject to change; applicants should review the specific instructions on the application forms for current requirements and deadlines.

Application Fees

A nonrefundable application fee must accompany each new application for admission before it will be processed. Credit card payments may be made with online applications at the Graduate School’s website. After admission, no fee will be assessed for subsequent applications requesting a change of program area, change of degree objective within the program of study, or change of status from non-degree to a degree program. If a student applies but does not complete any coursework within 12 months of the requested entrance date, a new application and an accompanying appropriate fee must be submitted.

Number of Applications

Application may be made to up to two programs at a time. If a student applies to two programs, he or she must submit two separate and complete sets of application materials (applicant data sheet, statement of purpose, letters of recommendation, transcripts) and two application fees. Each set of application materials must clearly identify the program to which the applicant is applying.

Continuous Dissertation Registration for Doctoral Students

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research.

The only exception is for DMA students who complete a document rather than a dissertation and may register for one hour of document research during a semester but must maintain continuous enrollment. A PhD student must have completed a minimum of 24 hours of dissertation research credits upon completion of the dissertation. An EdD student must have completed a minimum of 12 dissertation research credits upon completion of the dissertation. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

To assist faculty and students in determining the appropriate registration for doctoral research, the following guidelines are recommended:

Three semester hours. Little or no progress will be made on the dissertation, only minimal use of University facilities will be involved, and/or there will be only slight faculty contact with the student; the work and writing of the dissertation are complete and only final grammatical corrections and the oral examination on the dissertation remain to be accomplished.

Six semester hours. The student will be devoting approximately one-half of a full-time academic load to the dissertation. Moderate progress on the dissertation is expected of the candidate, only limited use of University facilities will be involved, and/or faculty contact with the student will be limited.

Nine semester hours. The student will be devoting approximately three-fourths of a full-time load to the dissertation. Substantial progress on the dissertation is expected of the student, there will be major use of University facilities, and/or considerable faculty contact with the candidate is anticipated.

Twelve semester hours. The student will be working full-time on the dissertation. Extensive progress on the dissertation is expected, there will
Two plans are offered for the master’s degree:

### Program Requirements

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

#### Degree Requirements

The Graduate School reserves the right to change any provision or requirement at any time in order to fulfill its educational mission and exercise its educational responsibility. Refer to the Graduate School catalog and department website for all master's and doctoral degree requirements and the academic forms needed for degree completion.

The general requirements for advanced degrees are set out under the tabs above. Special divisional (i.e., college and school) and departmental requirements are given in the sections dealing with the respective divisions and departments. Each student must assume full responsibility for understanding both the general and special requirements of the division and department in which he or she pursues his or her major work.

### Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

#### Program Requirements

Two plans are offered for the master's degree:

**Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

#### Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

#### Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

#### Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

#### Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an...
official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format
Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with
The educational specialist degree (EdS) is offered in some departments of the College of Education that offer doctoral degrees. Students interested in the EdS degree should contact the department involved regarding availability of the degree.

The EdS degree normally is granted at the end of the sixth year of collegiate study and falls in time between the master’s degree and the doctorate, although it is not viewed as intermediate between the master’s and doctoral degrees. In the College of Education, some EdS degrees lead to a teaching certification for P–12 education fields. In some teaching fields, the purpose of the degree is to prepare undergraduate-college teachers, especially those who will be employed in junior colleges, small private and state colleges, and the group of colleges labeled as "developing" institutions. The primary goals of the EdS degree are teaching and acquiring professional proficiency.

Because the purposes of the EdS degree may differ from those of either the EdD or PhD, credit earned in an EdS program is not automatically transferable to a doctoral program. Instead, if a holder of an EdS degree enters a doctoral program at a later date, the doctoral advisory committee will decide how much of the credit earned in the EdS program will be counted toward the doctorate.

### Program Requirements

The EdS degree requires a minimum of 30 semester hours of study beyond the master’s degree. (Students completing an EdS program and also expecting to receive an Alabama Class AA certificate for service in the public schools must complete a minimum of 30 semester hours and achieve a minimum 3.5 grade point average on all work attempted.) Generally, the following requirements will hold for the degree:

- If a student enters a program with a master's degree in the same field, a minimum of 12 additional semester hours in the teaching field must be taken as part of the 30-hour total. Some departments may require more than these minimums.
- Since one of the goals of the EdS degree is to prepare undergraduate-college teachers, certain courses in higher education may be necessary, if required by the major department. A faculty advisor in the program in higher education administration will advise students on the appropriate courses to complete this requirement.
- Candidates for the EdS degree will be required to complete all coursework at the 500 and 600 levels.

### Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

### Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit concerned, well in advance of the final semester and typically before or at the time of advancement to candidacy.

The greater of 9 semester hours or 25 percent of appropriate post-master’s-degree credit, earned through a regionally accredited institution approved to offer graduate programs beyond the master’s level in the field of study where the credits were earned, may be transferred to apply toward an EdS degree. To be considered for transfer, credit must...
have been completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded.

Previous and appropriate post-master’s-degree credit earned at The University of Alabama before a student applies for admission to the EdS program can be applied toward the EdS degree, provided it meets the program requirements of the particular department and the time limitation stated above.

Please note that some departments allow fewer than 9 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

A student in his or her last semester of work toward the master’s degree who does not need a full course load to complete the course requirements of his or her master’s program may register for work toward the EdS degree, in the amount needed to complete full registration loads.

Residency Requirement

A student’s program at the EdS level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Time Limit

All requirements for the EdS degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision at the EdS level for a time limit extension beyond 6 years.

Plan of Study

A standard form for an EdS plan of study is not available at the Graduate School’s website, because each department or program participating in the EdS degree has established a framework of requirements for the degree that indicates the general structure of its program. At or before initial registration, each student develops a formal plan of study for the degree, designating all courses he or she plans to take in the program. In reaching decisions, the student should consult with the program director. The student will file a completed plan with the program director, upon approving the plan, will distribute copies to the Graduate School and to the student, retaining one copy for departmental files.

A plan of study may be amended at any time using appropriate forms and following the procedure described above. Until formal approval of an amended plan of study is made, the original or current modification of the plan will be in effect.

Admission to Candidacy

As noted above, the EdS Plan of Study is available in the College of Education and must be approved by the Graduate School before the student can be admitted to candidacy for the EdS degree. Thus, it is best to complete the plan of study by the end of the first or second semester of course work.

Each EdS student completes the Admission to Candidacy for the EdS Degree application form and submits it to the Graduate School.

Examinations

In addition to the regular course examinations, a final comprehensive examination is required. The examination may be written or oral, at the discretion of the major department. No candidate is eligible for the final examination until approved by the appropriate program director. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

The examination will be prepared and conducted by a committee of at least three members of the UA graduate faculty, including the program director in the major area of study and a designee (or two or more people from the major area of study, designated by the program director) and the program director (or a designee) from the minor field of study, if one has been included in a program. Committees will be appointed by the dean of the Graduate School on request of the major program director. Each candidate must be judged by the major department to have completed the examination(s) satisfactorily.

If a candidate receives failing marks in both the minor area of study and the professional education field, the candidate will be judged to have failed the examination. If a candidate fails either the minor examination or the professional education examination, the committee as a whole will reach a decision about the satisfactory or unsatisfactory nature of the candidate’s performance on the examination. If a candidate does not have a minor field, the committee members will meet to reach a decision in the event the student fails the professional education examination.

All written examinations will be kept on file by the program directors for one year following the date of the examination, and students will have the right to confer with their program directors regarding the strengths and weaknesses shown on the examinations.

Application for Graduation

Each candidate for an educational specialist degree submits the Application for Degree through myBama no later than the registration period of the semester or the first term of the summer session in which requirements for the degree are to be completed.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.
Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved.
This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

## Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

## Time Limits Extension Request

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

## Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

## Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

## Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

## Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.
Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of
Article-Style Dissertations
This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.
Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Joint, Cooperative and Shared Graduate Programs
To utilize more effectively the educational resources of the state and to prevent excessive duplication of graduate programs, The University of Alabama, the University of Alabama at Birmingham, and the University of Alabama in Huntsville have agreed to the establishment of several joint, cooperative, and shared graduate programs. (These three terms are defined by the Alabama Commission on Higher Education). Inquiries regarding these types of programs available at The University of Alabama should be directed to specific departments and to the admissions staff of the Graduate School of The University of Alabama.

Records Maintenance and Disposition
Application Materials
For many years, The University of Alabama has subscribed to the ethical principles for confidentiality of records of the American Association of Collegiate Registrars and Admissions Officers. Following passage of the Family Rights and Privacy Act of 1974 (the Buckley Amendments), the University established policies and procedures for implementation of that legislation. The policy statement is available upon request in the Office of Academic Records and University Registrar and is published online at the University Registrar’s website.

All application materials and records, including academic records from other institutions, become the property of The University of Alabama and may not be returned to the applicant or forwarded to other institutions.

The admission credentials and application materials of applicants will be retained for 12 months following the requested entrance date, after which time reapplication must be made. This includes applicants who do not register for courses at the time for which they have been admitted, applicants who have been rejected, applicants who do not respond to requests for additional information, and applicants whose applications are not completed with respect to supporting credentials.

Transcripts and other Academic Records
Official transcripts are issued and sent by the office of the University Registrar to recognized institutions and agencies that require such documents. Transcripts can be requested at the University Registrar’s website. The Graduate School maintains other academic records of graduate students during the course of their graduate study, and for a period of 5 years thereafter the last term of enrollment.

Registration and Assistantships
General Requirements
Any graduate student utilizing the assistance of a faculty member or any facility of The University of Alabama in relation to a degree program must be registered in an appropriate course reflecting that activity. This includes such activities as coursework, thesis and dissertation advising and reading, comprehensive examinations, and other degree requirements. Registration in courses numbered 599 (Thesis Research), 699 (Dissertation Research), 598 (Non-Thesis Research), and 698 (Non-Dissertation Research) may be repeated.

Prerequisites
If the student’s undergraduate preparation in either the major or minor subject is considered inadequate, certain preliminary (undergraduate and/or graduate) courses will be prescribed by the department or school concerned. These courses become prerequisites and do not carry graduate credit. The required prerequisites must be taken, if possible, during the first semester of enrollment.

Plan of Study
The student’s plan of study is determined in consultation with the chair of the major department, the graduate director or the chairperson of the graduate committee and is approved by that person and the dean of the Graduate School.

Course Loads
The normal course load for a fall or spring semester is 12 credit hours; the maximum course load for a semester is 15 credit hours. Full-time enrollment for graduate students is 9–15 hours per regular semester.

Students may register for a maximum of 6 semester hours in a summer term or 12 hours during an entire summer dual session. No more than 3 semester hours may be taken during the Interim session. Taking more than 12 semester hours in a summer dual term requires a petition from the department regarding the extraordinary circumstances for approval by the Graduate School. A student who is employed part-time is expected to take a reduced load. The course load of a fully employed student will be evaluated according to the individual graduate program. It is recommended that fully employed students should register in no more than one course plus thesis or dissertation research.

Failure to Register for Three Years
If a student fails to register for three consecutive years, the student must reapply for admission. If readmission is granted, previous credit earned may be out of date and therefore not applicable toward a degree. See sections titled "Time Limits" for each degree in this catalog.

Assistantships: Admission Status, Class Hours, and FTE Level
Students with regular or conditional admission status may hold graduate assistantships. A minimum graduate GPA of 3.0 must be maintained while holding any assistantship, except during the first 12 graduate semester hours earned at UA. Students who have earned academic warning or are in non-degree status may not hold graduate assistantships of any kind.

A conditionally admitted student whose graduate GPA falls below 3.0 at any time during the conditional status will not be allowed to hold a graduate teaching assistantship until such time as the graduate GPA has increased to 3.0 or better. A student with provisional language admission status may hold only an assistantship that is externally funded through a contract or grant; he or she may not hold a permanently budgeted UA assistantship.

The FTE from ALL assistantships, plus any other on-campus employment, must be combined when determining FTE (Full-Time Equivalent) status.
Each graduate assistant must be a full-time graduate student. Full-time status for assistantships means 12 or more graduate semester hours of classes. However, the FTE level of the assistantship assignment is converted to equivalent credit hours and combined with actual class hours in order to meet the full-time requirement. A quarter-time assistantship (0.25 FTE) equates to 3 class hours and a half-time assistantship (0.50 FTE) equates to 6 class hours. This means that a student who has, for example, the typical 0.50 FTE assistantship needs to register for only 6 class hours in order to meet the full-time requirement (6 assistantship equivalent hours plus 6 actual class hours).

**Overloads Involving Coursework Hours**

The Graduate School must approve all overloads involving just courses when the number of course hours exceeds 15. Taking more than 15 semester hours in fall or spring semester requires a petition from the department regarding the extraordinary circumstances for approval by the Graduate School.

**Overloads Involving Assistantship FTE Plus Coursework Hours**

The Graduate School does not need to approve combined FTE + course hour loads that are within the table guidelines below.

The table below includes the Graduate Council’s maximum recommended combinations of FTE plus course hours, as modified by the University in 2013 in accordance with Health Care Reform Act requirements. Combinations of assistantship FTE in excess of 0.50 are prohibited.

<table>
<thead>
<tr>
<th>Combined FTE of All Assistantships</th>
<th>Recommended Range of Graduate Course Hours the Student is Taking;</th>
</tr>
</thead>
<tbody>
<tr>
<td>.25</td>
<td>9-15</td>
</tr>
<tr>
<td>.50</td>
<td>6-12</td>
</tr>
</tbody>
</table>

The Graduate School continues to urge caution when considering large course loads and will continue to monitor overloads even though prior approval is not needed. We especially monitor whether or not academic warnings and suspensions increase and, if they do, we track the student’s and department’s overload history for signs of a correlation.

We hope and expect that student loads will be designed intelligently to provide meaningful yet not burdensome GTA and GRA experiences, while allowing students to move efficiently through their degree programs.

Caution also is urged when considering an underload, i.e., course hours below the recommended minimum for a particular FTE level in the previous table. Underloads risk the student’s not making adequate progress toward degree completion. Underloads typically occur only in the final semester and only to avoid taking needless extra course hours to meet the minimum number of hours normally expected for a particular FTE level.

For fall and spring semesters, a graduate student must be enrolled in classes to hold an assistantship. For interim and/or summer, it is not required that a graduate student be enrolled in classes to hold an assistantship.

Please note that full-time status here is not the same as that required for other registration and financial situations. For example, fellowships, financial aid regulations, resident visa rules, the UA System Cooperative Exchange Program, INS and IRS regulations, and other academic policies use different status definitions with regard to full-time. For more information, please refer to the department(s) administering these other programs.

**Part-Time Temporary Instructors**

A graduate student employed as a part-time temporary instructor (PTTI) to teach a credit-bearing course must meet the SACS 18-hour requirement. Such PTTIs do not receive tuition waivers, must pay taxes on the income they earn as PTTIs, and must comply with Personnel Policies for Student Employees of The University of Alabama. These policies may be obtained by contacting the Human Resources Department located in Rose Administration Building (Room G-69) or calling (205) 348-7732.

**Class Attendance**

Graduate students are subject to the same rules regarding class attendance, the performance of assigned tasks, and course examinations as undergraduate students. Since graduate work presupposes specialization and thorough investigation, students will not be permitted to overload themselves with courses.

**Continuous Registration for Doctoral Students**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research.

Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy and Plan of Study.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Noncredit Experiences for Graduate Credit**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Satisfactory Academic Progress Requirements for Federal Financial Aid Recipients**

All students at The University of Alabama who receive federal financial aid must make satisfactory academic progress toward completion of their degrees within a reasonable period of time. Satisfactory academic progress criteria may be obtained by contacting the Office of Student Financial Aid at 106 Student Services Center or calling (205) 348-6756.

**Scholastic Requirements**

Many departments and programs produce manuals, procedures and policy guides, graduate student handbooks and other publications for their students and faculty in graduate programs. These statements are designed to provide detailed and useful information; however, they are
not statements of official policy of The University of Alabama. In all matters, the graduate catalog of The University of Alabama contains official policies as passed by the graduate faculty’s Graduate Council and shall supersede departmental, program or college publications.

Degree requirements and academic performance standards outlined in this section are the minimum required. Satisfying these general requirements and standards does not imply that all degree and program requirements have been met. Many departments, colleges and schools establish additional requirements for their students. Accordingly, students may be dismissed from their programs for failure to meet departmental, college or school standards. Such requirements are included in individual program descriptions in this catalog and/or in departmental and program manuals or policy statements. These special requirements shall not be considered in conflict with this catalog and shall have the same force as this catalog. Departmental suspension (dismissal) from a degree program also results in suspension from the Graduate School.

Grades and Grade Points

Graduate course grades and values appear in the table below. Graduate courses do not receive plus or minus grades.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
</tr>
<tr>
<td>N</td>
<td>No Grade Reported</td>
</tr>
<tr>
<td>NC</td>
<td>No Credit</td>
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<tr>
<td>IP</td>
<td>In Progress</td>
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<tr>
<td>P</td>
<td>Pass</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawn</td>
</tr>
<tr>
<td>DO</td>
<td>Dropped Out</td>
</tr>
<tr>
<td>NA</td>
<td>Never Attended</td>
</tr>
<tr>
<td>NG</td>
<td>Non-Graded Class</td>
</tr>
</tbody>
</table>

Grade Point Average (GPA)

Each student must have an overall graduate grade point average (GPA) of 3.0 or better for all graduate courses undertaken at The University of Alabama. Grades below “C” count in computing the GPA but do not carry credit toward a degree.

Grade point averages are computed on the following grades: “A,” “B,” “C,” “D,” “F,” “N” and “I.” Grades of “P,” “W,” “NC” and “NG” do not count toward the GPA. In computing the graduate GPA, an “I” or “N” counts as an “F” until replaced by the earned grade.

Transfer credit

Courses completed at other post-secondary institutions and accepted for UA graduate credit are given a grade of “P” and are not calculated in the overall graduate GPA.

Repeating a course

Regular courses (courses other than IDGR assistantship, thesis research, dissertation research, etc.) typically may not be repeated for graduate credit; this includes courses initially taken on an audit basis. However, a regular course that is required in a student’s curriculum in which a “D” or “F” is earned may be repeated for credit, upon the recommendation of the major department or program area and with the approval of the Graduate School. If the student passes the course with a “C” or better, both grades contribute to the computation of the GPA but only one may be used toward a degree.

Federal Regulations limit the number of times a student may repeat a course and receive financial aid for that course. Questions about these regulations should be addressed to the Student Financial Aid Office.

Academic Standing

A graduate student must have a cumulative graduate grade point average (GPA) of 3.0 or better on all graduate work undertaken at The University of Alabama to be in good academic standing.

Conditional Admission

A student conditionally admitted to the Graduate School who has a cumulative graduate GPA of 3.0 or better after undertaking 12 semester hours of graduate coursework at The University of Alabama and satisfies any other admission conditions specified by the department or the Graduate School, will have earned good academic standing.

Unconditional Admission

A graduate student with good academic standing whose GPA drops below 3.0 at any time after earning 12 semester hours will have earned Academic Warning.

Students who have earned academic warning or are in non-degree status may not hold graduate assistantships.

“I” and “N” grades

All “I” and “N” grades must be removed within the first four weeks of the next term of enrollment if the overall GPA drops below a 3.0 as a result of the “I” or “N” grade(s).

Conditionally admitted students who fail to bring their overall GPA up to a 3.0 or better by removing the “I” or “N” within the four weeks will earn Academic Suspension (dismissal) from the Graduate School.

Graduate Students with good academic standing who fail to bring their overall GPA back up to 3.0 or better by removing the “I” and “N” grade(s) within the four weeks will earn Academic Warning.

Academic Warning

A student placed on Academic Warning has the next 12 hours of graduate work to raise the overall graduate GPA to 3.0 or better. The overall graduate GPA after the next 12 hours following academic warning must be at least 3.0 to avoid Academic Suspension (dismissal) from the Graduate School.

A department may dismiss a student from a degree program if there is unsatisfactory academic or other progress toward completion of the degree. As noted above, such departmental dismissal also results in suspension from the Graduate School. For additional details see Degree Requirements (p. 14) in this Catalog. Students who are suspended may not attend class or enroll in any form of distance learning courses.

Students are encouraged to use the time of the suspension in ways that assist their academic progress. Students may study in order to finish courses in which they have earned incomplete (I) or no grade (N) and may
work with faculty members in this process. Students also may address other non-academic problems that have impeded their progress.

Readmission
A person seeking readmission to the Graduate School to pursue a program of study different from the one from which the person was suspended can initiate consideration for readmission by completing an application for admission in the Graduate School and communicating with the academic unit of the new program. The graduate faculty of the new academic unit will consider the request for readmission upon receipt of the new application, will identify in a written request to the dean of the Graduate School the compelling reasons for readmission to the Graduate School, and will state the conditions required of the student upon readmission if readmission is granted by the dean of the Graduate School. If readmission is granted, specific conditions of the readmission will be stipulated in the readmission letter to the student.

Reinstatement
A person seeking reinstatement to the same degree program after being suspended from the Graduate School can initiate consideration for reinstatement by communicating with the academic department or program from which the person was dismissed. The graduate faculty of the academic unit will consider the request for reinstatement and, if the faculty request reinstatement, they will identify in a written request to the dean of the Graduate School the compelling reasons for reinstatement to the Graduate School, and will state the conditions required of the student if reinstatement is granted by the dean of the Graduate School.

Students readmitted or reinstated to the Graduate School following suspension, may NOT hold a graduate assistantship until ALL conditions have been met for the readmission or reinstatement.

Clinical Components and Dismissal
In graduate programs that include clinical components, practicum experiences, internships, or other similar program requirements, each student’s effectiveness will be given a broad-based evaluation by faculty and supervisors. Final decisions will be based on factors such as course grades, demonstrated clinical competence, personality factors, and relevant test scores. Many programs establish additional academic and/or professional requirements for their students. Failure to meet program requirements for academic progress and/or clinical components may result in the student’s being dismissed from the program. Dismissal from a degree program also results in suspension (dismissal) from the Graduate School.

Graduation Requirements
Grade Point Average (GPA)
Each student must have an overall graduate GPA of 3.0 or better for all graduate courses undertaken at The University of Alabama. Grades below “C” are counted in computing scholastic averages, but they do not carry credit toward a degree.

Seventy-five Percent Rule
At least 75 percent of the hours taken must have been completed with grades of “A” or “B” at The University of Alabama. In applying this 75 percent rule, a maximum of 6 hours of thesis research may be counted, if appropriate. In other words, a student may only have earned a “C” grade in 25 percent of the hours taken for the degree.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, and only if a form for approval of 400-level coursework for graduate credit is completed and approved by the department and Graduate School prior to the semester in which the 400-level coursework will be taken. All of the conditions below must be met:

No 400-level credit (except the 6 hours accepted toward the master’s degree) may be accepted for doctoral degree programs. Under no circumstances will coursework below the 400 level be accepted for graduate credit. Master’s students may use no more than 6 hours of 400-level courses for graduate credit.

For more information, please see the 400 Level Courses for Master’s Credit (p. 5) in the Academic Policies section of the catalog.

Pass/Fail Courses
A maximum of 20 percent of a graduate student’s required course credit may be taken on a “pass/fail” basis. Each graduate level course is either “letter grade” or “pass/fail” in the system at the time the student registers for the course. Graduate students are not permitted to change a course registration from “letter grade” to “pass/fail” or vice versa. Departments may request a change in how a course is graded for future semesters, through the submission of a course change request in the online Course Inventory Management (CourseLeaf) system.

Withdrawals and Leave of Absence
Withdrawal from a Course
A graduate student who desires to withdraw from a course may do so, with the approval of the student’s advisor or department head, during the period allowed for dropping a class. It is the student’s responsibility to review the UA Academic Calendar for the specific date by which one may drop a course.

No notation of courses attempted will be made on the permanent record of a student who withdraws from the University by the last day to add classes in a particular semester. After that, the withdrawal from a course will be noted on the student’s permanent record. It is the student’s responsibility to consult the Academic Calendar for the specific date by which one may withdraw without receiving a grade notation. From the end of that period until the end of the tenth week of a regular semester or the equivalent in a five-week summer session or three-week Interim session, a student may withdraw from a course, and a grade of “W” will be assigned. Graduate students are not permitted to drop a course after the tenth week.

In extraordinary circumstances beyond the student’s control, a student may petition the department chair to drop a course after the tenth week of class. If the department chair agrees that there are extraordinary circumstances and supports the petition, it is forwarded to the college dean. If the college dean supports the petition, it is sent to the Graduate School for approval. After the tenth week, the student’s academic status at the time of the withdrawal will be noted on the record (“W” for courses passing, “F” for courses failing).

Withdrawal from a course may affect several elements linked to registration and class loads, including (but not limited to) graduate fellowships, assistantships, tuition awards, financial aid, withholding taxes, etc. Contact all aspects of your enrollment that may be affected before dropping a course.
Withdrawal from All Courses (Withdrawal from the University)

A graduate student may withdraw from the University (i.e., withdraw from all courses in the semester), either for non-medical or medical reasons, as long as this is done prior to the last day of classes. The first thing a student considering withdrawal should do is to consult with his or her academic advisor.

It is the student’s responsibility to initiate a withdrawal through myBama and provide the information necessary to complete the withdrawal process. Academic Bankruptcy (described in the Undergraduate Catalog) is not available to graduate students.

Withdrawal from the University requires approval from the Office of the University Registrar (206 Student Services Center) and Dean of the Graduate School.

For the different types of withdrawal, the process to initiate each one, and its impact on academic records, go to the University Registrar’s main web pages regarding withdrawal.

Please visit https://studentaccounts.ua.edu/withdrawal-from-the-university/ for more information about the financial impacts of withdrawing, including information on how federal financial aid, loans, and scholarships may be impacted.

Withdrawal for Medical Reasons

Policy: The Medical Withdrawal policy of The University of Alabama establishes procedures to follow when a student suffers from a physical, emotional or psychological condition that significantly impairs their ability to function successfully or safely as a student. The policy is primarily administered by the university’s Student Health Center (SHC) according to the procedures described below.

Eligibility: Medical Withdrawals are voluntary. Eligibility for Medical Withdrawal is limited to students who have not taken a final exam or otherwise completed course work for a final grade. The SHC shall request documentation from the dean of the division in which the student is enrolled to verify that the student took no final exam(s) or otherwise completed no course work for a final grade for the semester/term in question; in addition, students are expected to affirm these conditions at the time of the request. Falsely attesting to the eligibility on the Student Request for Medical Withdrawal form is a violation of the Code of Student Conduct and may result in the denial or revocation of the Medical Withdrawal.

Academic Impact: Medical Withdrawal, when approved, removes all courses for a given semester/term. Students are not allowed to medically withdraw from individual courses. The only exception to this policy occurs when parts of a term within a semester have unique start and end dates. For example the summer semester at UA includes four separate parts (Interim Term, Summer I, Summer II and full Summer Term). It would be possible, if approved, for a student to complete coursework in Summer I and to medically withdraw from Summer II. In this example, the student would not be medically withdrawn from the entire summer semester, but rather only from all of their courses for the Summer II.

Procedures: After appropriate SHC personnel have deemed a medical withdrawal request eligible for consideration, a designated SHC physician handles all medical withdrawal decisions on behalf of the university. The designated SHC physician shall make an individualized assessment before deciding to approve or deny the request and determining the effective date of the withdrawal. The designated physician’s decisions regarding Medical Withdrawal are final with no appeal rights. If approved, the SHC will notify the student and the Office of the University Registrar. Upon notification by the SHC, the University Registrar shall process the withdrawal and notify the student. If the request is denied, the SHC shall notify the student.

Medical Withdrawal Documentation

1. A student must fully and accurately complete the Student Request for Medical Withdrawal Form (forms available at www.shc.ua.edu) and send the completed form by fax (205-348-7174) or mail to The Student Health Center, Medical Withdrawal, 750 5th Ave East, Tuscaloosa, AL 35401.

2. A student must have a licensed medical practitioner (physician, nurse practitioner, or mental health professional) submit a completed Licensed Practitioner Recommendation for Medical Withdrawal Form (forms available at www.shc.ua.edu) by fax (205-348-7174) or mail to The Student Health Center, Medical Withdrawal, 750 5th Ave East, Tuscaloosa, AL 35401.

The licensed medical professional shall be the one who is currently treating the student for the condition(s) related to the withdrawal and is responsible for obtaining permission from the student to provide the documentation and to discuss the medical conditions, if needed, with the appropriate university personnel. If the university, in its sole discretion, determines that an extraordinary or emergency situation exists, alternative documentation may be requested and considered.

3. A student may also attach to the request form any further supportive documentation from faculty teaching the student’s currently enrolled courses, or if to support a retroactive withdrawal, from faculty who taught the student for the semester/term for which the withdrawal is requested.

4. In the event that the student’s medical condition so incapacitates the student that they cannot act on behalf of themselves, the student’s parent or legal guardian should contact the SHC at 205-348-7164 for further guidance.

Types of Medical Withdrawals

1. **Regular Medical Withdrawal, within the current semester/term.** A timely regular Medical Withdrawal request must be made before the close of business on the last day of classes of the semester in question. A timely withdrawal for the current semester requires a Student Request for Medical Withdrawal form submitted by the student and the Licensed Provider Recommendation for Medical Withdrawal form submitted by a licensed practitioner (forms available at www.shc.ua.edu). The student is encouraged to begin the medical withdrawal request process as soon as it becomes evident that a physical, emotional or psychological condition significantly impairs their ability to function successfully or safely as a student. The designated SHC physician shall determine the effective date for the medical withdrawal.

2. **Retroactive Medical Withdrawal.** A timely withdrawal for a previous semester must be made within six months of the end of the semester/term for which the withdrawal is requested. The student must submit the Student Request for Medical Withdrawal form and the Licensed Provider Recommendation for Medical Withdrawal form (forms available at www.shc.ua.edu). For all approved Retroactive Medical Withdrawals, the effective date shall be the last day of classes for the semester/term in question.

Medical Withdrawal Requests submitted outside of the semester in question, and beyond the required six months deadline, must have clear, convincing and extraordinary circumstances in order for the request to be considered. Extensive documentation (such as extended hospitalization and rehabilitation progression not met, etc.) must be submitted to the SHC.
and must be related to the reasons for the medical withdrawal and to the circumstances that prevented a timely request.

**Handling of a Medical Withdrawal**

Once a Medical Withdrawal has been approved, the withdrawal will proceed under these guidelines:

1. The Office of the University Registrar assigns a grade of "W" on the official transcript for effective dates that fall after the add/drop period for the semester.
2. All grades from the transcript are completely removed when the medical withdrawal effective date falls within the add/drop period for the semester.
3. The impact of an approved non-medical semester withdrawal (administrative withdrawal) for the same semester is addressed in the following way:
   1. If an approved non-medical withdrawal from an academic division predates the approved medical effective date, the earlier date will be applied on the student’s official transcript by the registrar.
   2. If the approved medical withdrawal effective date pre-dates an approved non-medical withdrawal, again, the earlier date will be applied on the official transcript by the registrar.

**Return to the University Following Medical Withdrawal**

When the medical withdrawal is approved, a SHC representative shall contact the Office of the University Registrar to initiate a medical clearance hold on the student’s record. A medical clearance hold will remain in place until the appropriate medical documentation is received and a designated SHC physician approves release of the hold.

A student seeking to return following a medical withdrawal must provide appropriate medical documentation from a licensed physician, nurse practitioner, or mental health professional who has treated the student since the effective date of medical withdrawal. This medical documentation must indicate that it is appropriate and safe for the student to resume classes at the beginning of a specified semester/term. A completed **Recommendation for Return to Campus** form (forms available at www.shc.ua.edu) must be submitted to the Student Health Center/Medical Withdrawal by mail (750 5th Avenue, Tuscaloosa, AL 35401) or by fax (205-348-7174).

Upon receipt of the required **Recommendation for Return to Campus** form and other appropriate medical documentation, a designated SHC physician, on behalf of the university and, where appropriate, in consultation with relevant university personnel, will conduct an individualized assessment of the returning student’s situation. The assessment will include reviewing materials submitted by the student or on the student’s behalf. During the process of reviewing a student’s request to return, if at the discretion of the SHC physician, a determination is made that the information provided by a treatment provider or student is incomplete, requires further explanation or clarification, or when there is a discrepancy between the medical information provided and other available information relating to the student, the student may be required to provide additional documentation and/or grant permission to the SHC to obtain further information about the student’s current condition. In extraordinary circumstances (e.g., concern exists about the medical provider’s credentials/assessment, etc.), the student may be asked to undergo, at their expense, additional evaluation or assessment to assist with the determination about readiness to return. All steps that the SHC may initiate as part of its individualized assessment are aimed at ensuring the student is ready to resume their studies and be a successful member of the campus community.

Every effort will be made to respond to a student’s request for return within fourteen (14) calendar days of receipt of all requested or required materials. A longer response time may be caused by the inability to reach a student’s treatment provider, clinic closure during university holiday periods, or other extenuating circumstances.

If the decision is made to grant the student’s request to return and lift the medical clearance hold, relevant university personnel may contact the student prior to the student’s return to discuss or review a plan for sustained health. Recommendations shall include, but will not be limited to, ongoing treatment, accommodations, or other resources to help the student succeed.

If, at the discretion of the SHC physician, it is determined that the hold should remain in place because a student is not yet ready to return, the student will be advised in writing by letter or via e-mail to their university account. A student may appeal that decision by submitting an appeal letter in writing to the university’s provost by email (provost@ua.edu) or fax (205-348-9137) within fourteen (14) calendar days of receiving the SHC physician’s decision. The provost, or provost’s designee, shall review the matter and make a final determination as to the student’s ability to return.

If the medical clearance hold is lifted, the returning student may have additional holds on their record (e.g., conduct hold, financial hold, academic hold, etc.) that will need to be resolved through other areas of the university before the student may return. Additionally, to return, the student must meet any applicable admission and enrollment requirements of the university and of the school or college in which they wish to be enrolled.

**Financial impact of Medical Withdrawals**

The purpose of this policy is to provide academic relief to the student, not financial relief. Please refer to http://studentreceivables.ua.edu/withdrawal.html for the financial impact of withdrawals at different stages in the semester.

**Other options for students when medical withdrawal is not appropriate**

When Medical Withdrawal is not appropriate, the student is directed to the appropriate dean’s office student services area for other potential options.

**Questions?**

Please call (205) 348-7164 for clarification or more information.

**Leave of Absence**

Under compelling circumstances beyond the student’s control, a graduate student may request that the department petition the Graduate School with the rationale for granting a leave of absence. If granted by the Graduate School, a leave of absence will cover one or more upcoming semesters rather than any prior semester(s). A leave is not a method of avoiding continuous registration requirements, and it does not lengthen the time limit. When a student returns from a leave of absence, the Graduate School must be notified and will work with the department and student to determine the number of semesters remaining on the time limit and the degree requirements that remain.

**Military Leave**

The University complies with laws concerning readmission of service members.
A student who has been admitted to or enrolled in The University of Alabama Graduate School may ask for a military leave to fulfill a U.S. military obligation. The student should notify the Dean of the Graduate School of a call to military service and provide documentation. Upon return from military service, the student also should notify the Dean of the Graduate School of the intent to return to graduate school and provide documentation of honorable discharge.

A student called to active military duty, unless dishonorably discharged, and eligible for readmission as defined by law, will receive an extension of the degree time limit equal to the term of eligible service, with a cap on the number of years in the extension. The extension is subject to the 5-year limit as applicable to readmission provisions in the Higher Education Opportunity Act of 2008 (Section 484C of the HEA) and implementing regulations in 34 CFR Section 668.18.

**Administration and Faculty**

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- Ex Officio President of the Board of Trustees

**Michael Sentance**
- Superintendent, Alabama State Board of Education
- Ex Officio Member of the Board of Trustees

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**Academic Divisions of the University**

**College of Arts and Sciences (1910)**
- Robert F. Olin, Dean

**Culverhouse College of Commerce and Business Administration (1919)**
- Kay M. Palan, Dean

**College of Communication and Information Sciences (1973)**
- Mark D. Nelson, Dean

**College of Community Health Sciences (1971)**
- Richard H. Streiffer, Dean

**College of Continuing Studies (1919)**
- Craig S. Edelbrock, Dean

**College of Education (1909)**
- Peter S. Hlebowitsh, Dean

**College of Engineering (1909)**
- Charles L. Karr, Dean

**Graduate School (1924)**
- Susan Carvalho, Dean

**Honors College (2003)**
- Shane Sharpe, Dean

**College of Human Environmental Sciences (1931)**
- Milla Boschung, Dean

**School of Law (1872)**
- Mark E. Brandon, Dean

**Capstone College of Nursing (1976)**
- Suzanne Prevost, Dean
school of social work (1965)

• vikki vandiver, dean

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kathleen nodine, knodine@ua.edu
executive secretary

qualifications of the graduate faculty

the purpose of the graduate faculty of the university of alabama is to set standards for graduate work and to provide graduate instruction. it is the responsibility of the graduate faculty in each division to elect its representative(s) to the graduate council, which acts for the faculty in matters relating to graduate work. there are three categories of members: full, associate, and temporary. only members of the graduate faculty may teach courses numbered 500 or above, and only members of the graduate faculty may serve on thesis, dissertation, and examining committees. only full members may chair dissertation committees, associate members may serve as co-chair to a committee, they may not serve as the sole chair.

full and associate members are appointed for six-year, renewable terms.

temporary membership

temporary membership may be extended to well-qualified individuals who do not satisfy the above criteria, to perform specific functions for specific time periods not to exceed three calendar years. they should be recommended by the departmental graduate faculty, department chairperson, and dean of the academic division. these nominations then will be acted on by the chairperson of the graduate council, the dean of the graduate school.

administrative appointments

factors members currently on administrative appointments or returning to the faculty from such appointments are eligible for full or associate membership on the graduate faculty. they should show, at a minimum, promise of satisfying the appropriate departmental and university membership criteria. the individual's record of teaching and research before becoming an administrator should be considered.

retirement

members of the graduate faculty are automatically permitted to retain graduate faculty status for one year after retirement. after a graduate faculty member retires, he or she may need to continue to serve as a chair or member of students' thesis or dissertation committees. retired graduate faculty members may be appointed as temporary members of the graduate faculty for these purposes and/or to perform other specific functions. the nomination and appointment procedures for these temporary appointments are the same as those adopted by the academic unit and the university.

graduate faculty

a current list of full, associate and joint members of the graduate faculty is available online [please wait a few seconds for the list to load]. it includes each faculty member's name, department, status (associate or full member), appointment date, and end-of-appointment date. faculty members need to apply through their department and the dean's office of their college/school for reappointment to the graduate faculty during the fifth year of their six-year appointment, in order to continue to teach graduate courses, serve on thesis and dissertation committees, and chair dissertation committees (full members only.)

a list of temporary graduate faculty is also available online [please wait a few seconds for the list to load]. the graduate dean appoints such faculty to perform specific functions (e.g., serving on a thesis or dissertation committee) for a finite period of time, and the appointment ends when the function is completed.

graduate faculty appointment procedure

the procedure is the same for initial appointments and renewal appointments. the department chair sends the dean of the college an appointment request either for full, associate or temporary graduate faculty status.
The department chair attaches the faculty member's current curriculum vitae to the request. The dean of the college reviews the request and, if the dean approves, forwards the request to the dean of the graduate school. The dean of the graduate school reviews the request and responds to the dean of the college, the department chair and the graduate faculty candidate. 

[Note. Information on Qualifications of Graduate Faculty (such as full vs. associate vs. temporary status) is available at the Graduate School's homepage, A-Z index, and in Section 2 of this Catalog.]

General Information

Mission, Vision and Strategic Goals of the University

UA Mission Statement

Our Mission

To advance the intellectual and social condition of the people of the State, the nation, and the world through the creation, translation, and dissemination of knowledge with an emphasis on quality programs of teaching, research, and service.

Our Vision

The University of Alabama will be the university of choice for the best and brightest students in Alabama and a university of choice for all students who seek exceptional educational opportunities. The University of Alabama will be a student-centered research university and an academic community united in its commitment to enhancing the quality of life, not only for all Alabamians, but for citizens of the nation and world.

Our Strategic Goals

• Advance the University's academic, research, scholarship and service priorities, consistent with a top tier university, and continue to promote growth and national prominence in these areas.
• Enhance the teaching, research and service mission of the University by retaining and recruiting outstanding faculty and staff.
• Enhance the University's learning environment to attract and retain excellent students.
• Develop a university-wide emphasis on leadership as a primary role of the flagship university of the State of Alabama.

Mission of Graduate School

The Graduate School, through graduate offerings of the various colleges and schools, prepares students for careers in a wide range of teaching, research, creative, and service activities. The Graduate School assists the graduate faculty in offering programs of study leading to more than 120 master's, educational specialist, and doctoral degrees. It works with the office of the Executive Vice President and Provost to coordinate the ongoing program review of all academic departments and programs of the University.

Personnel of the Graduate School work with departments to identify prospective graduate students and enroll a graduate student population consistent with the enrollment objectives of the University. The objectives include not only overall enrollment, but also the enrollment of a diverse student body. The Graduate School operates in cooperation with the other colleges and schools of the University to foster the development of teaching by Graduate Teaching Assistants.

History and Organization

In 1819, the Congress of the United States donated 46,000 acres of land within the State of Alabama for the endowment of a seminary of learning. The board of trustees of the University was created by the General Assembly of Alabama in 1821, and on April 18, 1831, the University was opened for the admission of students. From the outset, the University offered graduate degrees, the first being a master of arts degree conferred in 1832. On April 4, 1865, most University buildings were burned to the ground by a body of federal cavalry. Construction of new buildings began in January 1867, and classes were resumed in April 1869. On February 25, 1884, the federal government donated 72 sections of public lands within the state to The University of Alabama in restitution for its loss in buildings and equipment when the campus was destroyed in 1865.

The Graduate School was organized as a specialized division of the University in 1924, when the University began to offer master's degrees. In the fall of 1950, the University began to offer the PhD degree. Today, The University of Alabama provides a comprehensive program of graduate study in more than 120 master's, educational specialist, and doctoral degree programs. The comprehensive program of graduate study embraces the humanities, the sciences, education, and several professional areas.

Graduate study is designed for college graduates who desire a deeper and more thorough involvement in scholarship and research and more thorough professional preparation in their chosen fields. Graduate study, especially at the doctoral level, is designed to develop independent scholarship, originality, and competence in research or competence in the various professional areas in which doctoral programs are offered.

The Graduate School is composed of the divisions that offer graduate instruction leading to advanced degrees. The faculty of the Graduate School consists of those faculty members of the divisions who are deemed qualified by their peers and deans to teach and do research of graduate caliber and who participate actively in these graduate activities. The Graduate School has supervision over all graduate work in the University except law and medicine.

The Graduate Council is composed of four appointed and 22 elected members and formulates graduate policy. The dean of the Graduate School is ex officio chairperson of the Council and is responsible for the administration of the regulations and requirements for advanced degrees.

Accreditation

The University of Alabama is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, masters, educational specialist, and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of The University of Alabama.

Selected graduate programs have been accredited by the American Assembly of Collegiate Schools of Business, American Bar Association, American Library Association, American Psychological Association, American Speech-Language-Hearing Association, Association of Research Libraries, Commission on Collegiate Nursing Education, Council on Social Work Education, National Association of School Psychologists, National Association of Schools of Art and Design, National Association of Schools of Dance, National Association of Schools of Music, National Association of Schools of Theatre, Council on Accreditation of Counseling and Related Educational Programs, Council
on Rehabilitation Education, and National Council for Accreditation of Teacher Education.

**Academic Common Market**

Updated August 6, 2012

The Academic Common Market (ACM) is a tuition scholarship program that allows selected students to pursue out-of-state college degrees at discounted tuition rates through agreements among the states, colleges and universities. The ACM is designed for qualified incoming freshmen, incoming graduate students and incoming transfer students. A student must meet both the SREB qualifications and The University of Alabama qualifications shown below.

Approximately 30 of UA’s degree programs participate in the ACM. The ACM does not include any programs in the College of Commerce and Business Administration (C&BA) or the College of Human Environmental Sciences (HES), both of which once had ACM programs. A student who attends UA not meeting ACM minimum requirements cannot earn an ACM scholarship once here.

**General Qualifications of the SREB**

- be a resident of one of the 16 SREB states (home.sreb.org/acm/states.aspx)
- select a program for which residents of your home state are eligible
- complete the admission process at the institution offering the eligible ACM program
- be certified as a resident of your home state by contacting the ACM coordinator for your state of residence (home.sreb.org/acm/states.aspx)

**UA Qualifications for First-time ACM Certification**

*Undergraduate*: The undergraduate ACM is for first-time freshmen or undergraduate students transferring to UA from another university. Students must have at least a 25 ACT composite score or 1130 SAT composite score (math and verbal only) and at least a 3.00 overall high school GPA. UA does not superscore (i.e., does not combine the best math and verbal from multiple test administrations) when considering admissions tests, and taking the optional writing section of the ACT does not have a positive or negative effect on the composite score.

*Graduate*: The graduate ACM is for first-time graduate students or graduate students transferring to UA from another university. Graduate students must meet all admission requirements and hold a valid admission letter from the Graduate School.

**UA Qualifications for Continuing ACM Certification**

*Undergraduate and Graduate*: To continue an ACM grant after a student’s first semester receiving ACM support, each undergraduate and graduate UA ACM student must maintain at least a 3.00 overall GPA on all UA course work attempted. This GPA standard is in addition to the long-standing requirements for maintaining residency in the same state that certified the student initially and staying in the ACM major for which the student was certified by the home state and approved by UA.

**How to Apply for the ACM at UA**

Complete and submit an application in the “Apply Now” section of UA’s ACM website at graduate.ua.edu/acm. (You first must be admitted to the University to do this).

Be certified by your home state as a resident for ACM purposes. The SREB (Southern Regional Education Board) oversees the ACM; visit sreb.org for the contact information for each state’s ACM coordinator.

Each ACM applicant must contact his or her state’s ACM coordinator and provide the information needed for that coordinator to certify state residency and send an official certification to UA’s ACM Coordinator.

**NOTE**: If a student receives a scholarship that pays full tuition or the out-of-state portion of tuition, the student is not also eligible for an ACM scholarship.

If you have any questions about the ACM at UA, please contact john.chambers@ua.edu.

**Capstone International Center**

The University of Alabama provides a wide variety of international education programs and services at the Capstone International Center (CIC), housed on the first floor of B. B. Comer Hall. The Capstone International Center takes its name from its historical pre-eminence in the state as a provider of international education. The CIC is comprised of several integrated units. These include the English Language Institute (ELI), Education Abroad (EA), and Capstone International Services (CIS). The Capstone International Center has multiple complementary functions, including intensive English language instruction, U.S. immigration compliance, Fulbright programs, and study abroad programs. The Capstone International Center is a multipurpose center designed to inform, assist, and educate both international and domestic students, faculty, and staff members, as well as members of the local civic, education, and corporate communities. The CIC annually serves more than 1,600 international students on campus and makes possible the participation of UA faculty, students, and staff in a multitude of internationally focused degree, research, and outreach programs. Education Abroad sends approximately 1,200 students abroad each year. The CIC also oversees the Global Studies Certificate.

Outreach is an important function within Capstone International as evidenced by its Sakura Festival (focused on Japanese culture), involvement with Tuscaloosa Sister Cities Commission (TSCC), involvement with Japan America Society of Alabama (JASA), and the work of the English Language Institute (ELI). ELI provides the annual World Friends Day for local elementary schools, annual summer programs for students from our sister city in Japan, on-site corporate programs and tailored courses for the children and spouses of employees. A wide variety of activities are coordinated in conjunction with the Rotary International Club of Tuscaloosa, Tuscaloosa’s International Friends (TIF), the Children’s Hands-on Museum (CHOM), University Place Montessori School, and the Tuscaloosa Club of Altrusa International. In addition, CIC has previously worked extensively with the German Supplementary School for school-age children from Germany.

The CIC is involved with numerous international education organizations providing professional training, outreach to national and local governmental entities, and annual conferences to promote international education at member universities. These organizations include: NAFSA: Association for International Educators, the Institute for International Education (IIE), the Council on International Educational Exchange (CIEE), the Association of International Education Administrators (AIEA), the European Association of International Education (EAIE), and the Forum on Education Abroad.

Programming, activities, and resources of CIC include:

- Academic Programs
- Academic Support Program
- English Language Institute
- External Group Programs
• Fulbright Program Advisors
• Graduate Research Scholarships
• Intensive English Program
• International Exchange Programs
• International Linkages
• International Scholar Events
• International Student and Scholar Services
• International Student Programming
• International Teaching Assistant Program (ITAP)
• Multicultural Guidance and Counseling
• Overseas Study
• Overseas Study Resource Center
• Sakura Festival
• U.S. Immigration Compliance
• Visa Advising
• Global Studies Certificate
• Peace Corps Recruiter

Contact the CIC
The Capstone International Center can be contacted by telephone (205) 348-5256, by fax at (205) 348-5298, by email at cic@ua.edu or by mail at The University of Alabama, Capstone International Center, Box 870254, Tuscaloosa, AL 35487-0254. The office is located in 135 B.B. Comer Hall.

Academic Programs
Through its three units, the English Language Institute (ELI), Education Abroad (EA) and Capstone International Services (CIS), the Capstone International Center provides courses, programs and activities to the constituents of The University of Alabama community.

Fulbright Programs
The Capstone International Center encourages and facilitates active participation in all Fulbright programs. Since the founding of the Fulbright programs in 1948, approximately 125 UA students, faculty and professional staff members have been selected to receive the prestigious Fulbright award. Their appointments have ranged from Austria to Zimbabwe. More information is available from the CIC, 135 B.B. Comer Hall; (205) 348-5256; or cic@ua.edu.

Education Abroad
The Education Abroad office, a unit of the Capstone International Center, provides support to the UA community through identifying, developing and administering study abroad opportunities. Education Abroad offers academically challenging programs for students, promoting both academic and personal growth. The office is responsible for all of UA’s credit-bearing global learning experiences. Exchange programs, affiliate programs and numerous faculty-led programs are offered. Visit studyabroad.ua.edu to learn more about all of the study abroad programs.

Exchange Programs
The University of Alabama offers a number of international exchange programs that allow students to study as visiting students at overseas universities. Each program gives students opportunities to learn in a foreign country where they obtain firsthand knowledge of another people, language, and culture in addition to gaining course credits. In some cases, a working knowledge of the language of the host country is a prerequisite. In others, the language can be studied for the first time in the host country; sometimes, no language requirement is necessary (e.g., England and Australia). Students pay University of Alabama tuition based on residency and are assisted in arranging transfer of credits through appropriate departments and divisions prior to departure. Graduate students should secure approval from the Graduate School prior to taking any overseas credit that they may wish to transfer.

International exchange programs are available to UA students at the following partner universities for either one or two semesters and, in some cases, summer study:

Exchange Partner Institutions in Europe include:
• University of Klagenfurt - Austria
• Université de Liège - Belgium
• Aarhus School of Business - Denmark
• University of Birmingham - England
• University of Hull - England
• University of Leicester - England
• KEDGE Business School - France
• Université de Poitiers - France
• Université de François-Rabelais-Tours - France
• Freie Universität Berlin - Germany
• University of Augsburg - Germany
• University of Mannheim - Germany
• Università Cattolica del Sacro Cuore-Milano – Italy
• University G.d'annunzio del Sacro Cuore-Pescara-Italy
• Politecnico di Torino - Italy
• Hanzehogeschool-Gröningen - the Netherlands
• University of Glasgow, Scotland
• Aberystwyth University - Wales

Exchange Partner Institutions in the Asia-Pacific region include:
• Queensland University of Technology - Australia
• Feng Chia University - the Republic of China-Taiwan
• Chiba University - Japan
• Hiroshima University - Japan
• Kansai Gaidai University - Japan
• Meiji University - Japan
• Ritsumeikan University - Japan
• Ajou University - Korea
• Pusan National University - Korea
• Yonsei University - Korea

Direct-Enroll Study Abroad Institutions:
• University of Sydney - Australia
• University College Dublin – Ireland

Faculty-led Programs
In addition to its longer-term international exchange programs, The University of Alabama conducts many overseas study programs lasting from two to six weeks, most often during the summer and interim sessions. These are normally led by UA faculty members. The number of these programs has expanded greatly over the last few years. Scholarships and financial aid are available to students participating in these programs. Examples of programs and fields of study in recent years have included the following:
• UA in Australia: Law
• UA in Austria/Czech Republic: Field Studies in Water and Climate Change
• UA in Belgium: Political Science
• UA in Belize: Rainforests and Reefs
• UA in China: Language and Culture
• UA in Europe: International Financial Reporting
• UA in Honduras: Marine Science Internship
• UA in France: Language and Culture
• UA in Germany: Honors Intercultural Understanding via Global Perspectives
• UA in Ghana: Service Learning
• UA in Ghana: Global Health
• UA in Greece: Birth of Western Civilization
• UA in Italy: Language and Culture
• UA in India: STEM Path to MBA
• UA in Ireland: Chemical Engineering
• UA in Jamaica: Democracy and Economic Development
• UA in Oxford: English, History, Honors
• UA in New Zealand: Honors Intercultural Understanding via Global Perspectives
• UA in Spain: Language and Culture
• UA in South Africa: Resistance and Freedom
• UA in Spain: Science, Technology and the Environment
• UA in Sweden: Women Studies and Political Science
• UA Nursing: Healthcare Missions: Kenya, Bolivia, Peru, China, Dominican Republic
• UA Internships in: Barcelona, Dublin, London, Chile, Seoul, Shanghai, Australia and New Zealand

Academic Program Policies
• Students participating in UA programs abroad must be in academic good standing. GPA requirements vary by program.
• All UA students participating in programs abroad will be cleared through the Office of Judicial Affairs.
• Students must submit all application and pre-departure requirements prior to program departure.
• Study abroad in countries where current U.S. Department of State Travel Warnings exist is subject to additional restrictions and requirements, and may be denied.

Additional information about any international program may be obtained from studyabroad.ua.edu; 135 B.B. Comer Hall; by writing The University of Alabama, Education Abroad, Capstone International Center, Box 870254, Tuscaloosa, AL 35487-0254; or by calling (205) 348-5256. In the rare instance where The University of Alabama is unable to meet the overseas study needs of a student, Education Abroad provides information about additional international education opportunities available through study abroad at other institutions and organizations.

Japan Program
The Capstone International Center, in conjunction with the Department of Modern Languages, administers academic and cultural programs and activities designed to increase understanding between the peoples of the United States and Japan. Through linkages with universities and other educational or cultural agencies in Japan, the program enables UA students and faculty members to study, conduct research, and teach in Japan.

Reciprocal student exchange programs with Kansai Gaidai University in Osaka, Ritsumeikan University in Kyoto, Hiroshima University, Meiji University in Tokyo and Chiba University enable qualified postgraduate students to study Japanese in Japan while undertaking Asian studies, humanities, social science, and science courses taught in English. Generous AIE-J scholarships providing round-trip transportation and a monthly stipend are available on a competitive basis to UA students. Examples of courses offered at partner institutions include Japanese-Style Management, Japanese Economic Development, Sociology of Everyday Life in Japan, Survey of Modern Japanese History, Japanese Culture and Education, Seminar in Geography, Agriculture and Agricultural Sciences in Japan, and Introduction to Deep-Sea Biology.

Chiba University offers prestigious Monbusho (Ministry of Education) graduate student research scholarships for 18 months of study. The Monbusho scholarship provides round-trip transportation and monthly stipends to cover living costs.

A founding and active member of the Tuscaloosa Sister-Cities Commission as well as the Japan-America Society of Alabama, Capstone International organizes the annual spring Sakura Festival and Haiku contest for the state of Alabama.

Contact Education Abroad
Education Abroad can be contacted by telephone (205) 348-5256, by fax at (205) 348-5298, by email at studyabroad@ua.edu or by mail at The University of Alabama, Capstone International Center, Box 870254, Tuscaloosa, AL 35487-0254. The office is located in 135 B.B. Comer Hall.

International Services
International Services, a unit of the Capstone International Center, provides specialized services for international students, professors, research scholars, visitors, and their families.

International Services' primary function is to provide visa support for these international members of the UA community. The office is responsible for the creation and ongoing maintenance and verification of visa support documents within the Student and Exchange Visitor Information System (SEVIS) for both F-1 student visas and J-1 student and scholar visas. These are ongoing services that monitor individual progress according to federal regulations. The office is also responsible for filing H-1B and other types of work-visa support documentation on behalf of international faculty and staff at UA.

International Services conducts comprehensive orientation programs and provides vital information regarding U.S. immigration compliance as well as multicultural guidance and counseling. Great emphasis is placed on international student programming. International Services coordinates a wide variety of student activities such as a weekly international coffee hour, an international spouse support group, and an annual "Welcome" reception for international students at the President’s Mansion.

Professional staff members advise and assist the International Student Association, which represents all international students, and the many nationality organizations on campus. Professional staff work closely with community groups such as Tuscaloosa's International Friends (TIF), which sponsors a friendship family program for international students.

International Services may be contacted by telephone at (205) 348-5402, by fax at (205) 348-5406, by email at international@ua.edu, and by mail at Box 870254, Tuscaloosa, AL 35487-0254, USA. More information about office services, visa regulations, and processing of visa support is available on the website: http://international.ua.edu. International Services is located in 105 B. B. Comer Hall.
English Language Institute

The University of Alabama English Language Institute (ELI), a unit of the Capstone International Center, provides instruction and support in English as a second language for non-native speakers of English. The ELI offers the following programs:

Intensive English Program and Courses

The ELI Intensive English Program (IEP), which is accredited by the Commission on English Language Program Accreditation (CEA), is designed for non-native speakers of English who need to improve their English language proficiency. The primary focus of the program is on preparing students for academic success in undergraduate and/or graduate study at The University of Alabama.

Six levels of study, from beginning to advanced, are available. Each level consists of 20-24 hours per week of classroom instruction. Each level of study lasts 6-8 weeks and is available during each of six sessions offered annually. Sessions begin in January, March, May, June, August and October. Students may begin their English study at the start of any one of these sessions.

Students pursuing graduate study must complete ELI Level 6 with a GPA of 3.5 (in Levels 4-6) or obtain a minimum IBT score of 79 or a 6.5 IELTS score. In certain cases, the Graduate School, the ELI, and the student’s academic department may together grant permission for a student to enroll in one graduate course per semester while completing the ELI program of study. The specific course must be approved by the instructor and department prior to enrollment. Students who receive Conditional Language Admission to the Graduate School because they do not have the required minimum TOEFL or IELTS score may also receive permission to take one graduate course depending upon their placement level within the ELI.

IEP courses at the ELI include the following:

Structure, Levels 1-6: ELI Structure courses provide students with the basic grammatical structures they will need to communicate effectively in all aspects of English—listening, speaking, reading, and writing. Each Structure course emphasizes communication—both comprehension (listening and reading) and production (speaking and writing). Structure courses meet 5 hours per week in fall/spring sessions and 7 hours per week in summer sessions.

Speaking/Listening, Levels 1-6: ELI Speaking/Listening courses provide students with the opportunity to improve their listening and speaking skills and to gain confidence in using English to communicate orally. Students develop fluency, practice appropriate conversation management skills, receive instruction on pronunciation, learn useful vocabulary, and focus on comprehensibility. These activities are carried on through a variety of classroom exercises that focus on the everyday situations students are likely to encounter while adjusting to life, including academic life, in the United States. Speaking/Listening courses meet 6 hours per week in fall/spring sessions and 8 hours per week in summer sessions.

Reading/Writing, Levels 1-6: ELI Reading/Writing courses are designed to provide students with skills needed to comprehend written discourse at the college level as well as produce written English in a variety of forms. Reading skills include understanding the main idea of a passage, understanding an author’s purpose, distinguishing fact from opinion, reading quickly, using the resources of a collegiate dictionary, and discussing written discourse in a relatively sophisticated manner. Writing exercises are designed to stimulate self-expression and personal involvement in writing. With attention to each step of the writing process, teachers guide students toward communicating their ideas with increasing clarity and depth. Reading/Writing courses meet 9 hours per week in fall/spring sessions and 12 hours/week in summer sessions.

Culturally Speaking, Levels 2-6: The ELI Culturally Speaking class allows ELI and UA students to meet together to converse in English and discuss cross-cultural issues. Culturally Speaking also provides a comfortable way for all participating students to form friendships with each other and get to know students from cultures different from their own. Culturally Speaking is only offered during fall and spring sessions; it is not offered in summer sessions.

Culture & Language Exchange Program

The ELI Culture & Language Exchange Program (CLEP) pairs an ELI student with a UA student who is interested in the ELI student’s native language/culture. Once paired, these students then meet as often as they like for conversation practice in both English and in the particular foreign language. CLEP partners are not guaranteed and can only be provided when available, and the program is not offered during ELI summer sessions.

ELI Customized Group Programs

Customized group programs can be designed upon request for groups that need specialized needs. Such programs for non-native English speakers are typically designed for teachers of English, for university study-abroad students, for students who have been admitted for graduate study, for students or professionals in a particular discipline such as business or engineering, etc. An organization interested in a customized group program should contact the English Language Institute to request a program proposal.

Academic Support Program

The ELI Academic Support Program (ASP) provides support courses in English for UA undergraduate and graduate students who are non-native English speakers and who may want or need additional English-language instruction. At the graduate level, ASP support courses in writing and speaking are available free of charge to full-time international graduate students each fall and spring semester.

International Teaching Assistant Program

The International Teaching Assistant Program (ITAP) provides training and evaluation for international students who hold graduate teaching assistantships. Participation in ITAP is mandatory for all non-native English-speaking graduate teaching assistants and other graduate assistants who have instructional responsibilities at UA.

Contact the ELI

To obtain more information about any of the above ELI programs, contact The University of Alabama English Language Institute, visit the ELI website (http://eli.ua.edu) or contact the ELI at Box 870250, Tuscaloosa, AL 35487-0250; telephone (205) 348-7413; fax (205) 348-9266; or e-mail info@eli.ua.edu. (info@eli.ua.edu)

Center For Academic Success

The Center for Academic Success (CAS) provides academic support designed to improve students’ academic performance. Programs and services are provided to help undergraduate students:

- Succeed in University of Alabama courses
- Improve study techniques
- Improve reading proficiencies
• Prepare for professional school and graduate school entrance examinations

Students may obtain program information, use resources or talk with a staff member about services by visiting 101 Osband Hall or by calling (205) 348-5175. The center is open Monday through Thursday from 8 a.m. to 10 p.m. and Friday from 8 a.m. to 4:45 p.m. Visit our website at cas.ua.edu for more information.

Academic Support Services at the Center for Academic Success

The Learning Resource Center

• The Learning Resource Lab provides students with access to materials and resources. Computer programs and other digitized media are available to students, as well as review materials for students preparing to take graduate and professional school entrance exams.

• Reading and Study Skills Workshops are offered to help students improve and build skill sets they need to be academically successful. Staff can also provide a study skills assessment to students on an individual basis.

• Study Skill Courses (NEW 122 and BEP 110) offer students the opportunity to enhance their study skills and strengthen learning strategies and skills.

• Freshman Compass Course (BCE 101) Designed to help student’s make a successful transition to the University, BCE 101 helps students explore and become a member of their new academic community.

Tutorial Services and Supplemental Instruction

• Review and Help Sessions are available to students for a variety math, chemistry and physics classes. These sessions are available for students to drop in to ask questions and seek assistance.

• Supplemental Instruction Sessions are facilitated by peer leaders and instructors. These sessions offer students the opportunity to integrate study strategies with specific course content.

• Small Group Tutorial Sessions are available to students in select courses. Sessions are peer-led and are structured to give students more individual attention.

Academic Support Programs

• Student Support Services Trio Program: Designed to assist first generation college students; students with limited incomes and/or students with disabilities; the program provides individualized support services to help increase student persistence and graduation as well as help students grow personally, academically and professionally. To learn more about the SSS Program or to apply online, go to http://sss.ua.edu/.

• Academic Coaching: Coaching Appointments are one-on-one meetings with staff members at the Center for Academic Success. These appointments are designed to help students evaluate their success, establish goals, identify academic resources and create an action plan to improve their academic performance.

Division of Academic Outreach

More than ever before, students are choosing distance education to pursue their college degrees. The Division of Academic Outreach strives to facilitate University degree programs to adult learners who are limited by time, geography, work schedules, or personal obligations. Students may choose from formats that will fit their schedules and learning styles such as online, interactive video conferencing, evening and weekend classes, or online video-streamed classes. All degrees are conferred by the appropriate academic college.

For more information on these programs, write to The University of Alabama, College of Continuing Studies, Division of Academic Outreach, Box 870388, Tuscaloosa, AL 35487-0388. You may also call 205-348-0089 or toll free 800-467-0227, or e-mail aoinfo@ccs.ua.edu. Visit the Bama by Distance website.

Online Courses

Academic Outreach delivers courses over the Internet directly to the student’s computer online. Students are instructed through a secured Internet site, and where they interact with their professors and other students online. complete lessons. Online courses accommodate the educational needs of individuals who have access to and experience with a computer and the Internet.

Video Courses

Academic Outreach delivers undergraduate and graduate courses via online video streaming to students who cannot attend classes on campus. Lectures are recorded as they occur and streamed via the Internet the same day. Students who do not have high speed internet access are given the option to receive DVD recordings of the lectures. Students complete the same course requirements as on-campus students and take proctored exams at convenient sites.

IITS (Videoconferencing)

The Intercampus Interactive Telecommunication System (IITS) is a network of conference rooms connected to a statewide videoconferencing network. Approximately 30 sites throughout Alabama are equipped with cameras, monitors, and other devices that allow teachers and students to interact as if they were in the same room. Presenters use traditional visuals, such as PowerPoint presentations, overheads, and videotape/DVD as well as digital options unique to IITS.

Weekend College

Designed to meet the needs of both part-time and full-time students, Weekend College offers a number of courses in the fall, spring, and summer on Friday evenings and Saturday mornings and afternoons. Scheduling weekend classes is especially convenient for part-time students who would like to pursue academic studies while working.

Gadsden Education and Research Center

Established in 1946, The University of Alabama’s Gadsden Education and Research Center is an off-campus program serving residents of northeast Alabama. The center offers graduate coursework for credit, noncredit programs for professional development, and test services as well as serves as a liaison to the University’s main campus. Currently, the center offers more than 25 complete graduate degree or certification programs in education, including master’s degrees, educational specialist’s degrees, and class A and class AA certification programs. Graduate-level courses in library studies are also available in Gadsden. For more information please call 256-546-2886 or toll free 888-223-4131, or visit our Gadsden Center web site.

Evening Program

The Evening Program offers classes at times convenient for working adults. Students unable to continue their education in the traditional format (day classes) may take courses offered after 5:00 pm Monday through Friday. Courses are offered at both the undergraduate and graduate level in various subject areas.
Adult Student Services

The Division of Academic Outreach provides a University-wide point of entry for adult students returning to campus or entering the University for the first time. The division provides the services listed below to meet the particular needs of adult students. Through Academic Outreach students can:
- initiate the admission process
- receive assistance with applying for financial aid and adult student scholarships
- be referred to appropriate offices at the University for additional assistance with individual needs
- receive assistance with academic advising and schedule building

For more information call Academic Outreach Student Services toll free at 800-467-0227 or 205-348-0089, or visit the Bama by Distance website.

Required Disclosure Statements

Alaska
Distance education programs are exempt from authorization requirements in the state of Alaska under AS 14.48.

California
The University of Alabama is not under the purview of the California Bureau of Private Postsecondary Education.

District of Columbia
Education Licensure Commission of the Office of the State Superintendent of Education in Washington, D.C. granted The University of Alabama required conditional exemption to offer its programs to residents of the District.

Georgia
The University of Alabama is authorized under the Nonpublic Postsecondary Education Institutions Act of 1990.

Indiana
This institution is authorized by: The Indiana Board for Proprietary Education, 101 W. Ohio St., Ste 670, Indianapolis, IN, 46204-1984.

Louisiana
The University of Alabama is currently licensed by the Board of Regents of the State of Louisiana. Licensed institutions have met minimal operational standards set forth by the state, but licensure does not constitute accreditation, guarantee the transferability of credit, nor signify that programs are certifiable by any professional agency or organization.

Minnesota
The University of Alabama is registered as a private institution with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Nevada
The University of Alabama is licensed to provide experiential training in Nevada.

Texas
The University of Alabama is authorized by the Texas Higher Education Coordinating Board and is not regulated in Texas under Chapter 132 of the Texas Education Code.

Washington
The University of Alabama is authorized by the Washington Student Achievement Council and meets the requirements and minimum educational standards established for degree granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes The University of Alabama to offer field placement components for specific degree programs. The Council may be contacted for a list of currently authorized programs. Authorization by the Council does not carry with it an endorsement by the Council of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the Council at P.O. Box 43430, Olympia, WA 98504-3430.

Financial Assistance

Note: Amounts of the listed awards vary from year to year; amounts shown may change.

Students applying for financial assistance through the Graduate School must have already completed an undergraduate degree and be admitted to the Graduate School of The University of Alabama. The Financial Support website has detailed graduate financial support information.

Application

Only academically superior students are eligible for teaching assistantships, research assistantships, or the other graduate awards. An eligible student also must hold regular or conditional admission to a degree program. Conditionally admitted students whose graduate GPAs fall below 3.0 at any time during their conditional status will not be allowed to hold graduate teaching assistantships until such time as the GPA has increased to 3.0 or better. Nondegree students or students on academic warning may not hold assistantships. Prospective graduate students should contact their proposed departments and request information and application forms for assistantships, scholarships, and other awards. Prospective applicants should start the application process in the fall of a preceding academic year and have their applications completed no later than February 15 in order to be considered for financial assistance. Some departments may have earlier deadlines. Applicants should contact their departments for additional information.

Students enrolled in degree programs in the Graduate School are also eligible to apply for federally supported financial aid. Further information can be obtained from the Office of Student Financial Aid, 106 Student Services Center, Box 870162, Tuscaloosa, AL 35487-0162; telephone (205) 348-6756.

Fellowships and Assistantships

Fellowships and scholarships may affect a student’s allowable federal financial aid. Students who receive federal financial aid should consult with the UA Office of Student Financial Aid at (205) 348-2989 before accepting any of the fellowships listed below.

Departmental Assistantships

Most academic departments have teaching or research assistantships with stipends (salaries) equal to or greater than the posted UA minimum stipend per academic year for 6 semester hours of teaching per semester, or 20 hours per week of research or its equivalent. The UA minimum stipend amount increases periodically, and a summary table showing Graduate Assistantship Rates gives the current stipend amount and...
the amounts for several previous years. Assistantships with lesser assignments carry proportionate stipends.

Students should contact departments directly to obtain information and application forms for assistantships.

Teaching and research assistants who are assigned duties of 0.5 FTE or more may possibly receive tuition scholarships. The semester tuition grant for any eligible graduate assistant is limited to the full University charges for 15 graduate hours or to the student’s actual tuition costs, whichever is less. Graduate assistants assigned duties of less than 0.5 FTE receive payment at the ratio of assigned FTE to 0.5 FTE. When an assistant is paid from funds other than permanently budgeted funds, the provider of the funds used to create the assistantship may also provide a tuition grant, if the department has made such a provision.

The Graduate School will provide single coverage health insurance for each qualified assistantship, based on the FTE of the appointment same as tuition benefits.

Recipients of assistantships may be entitled to relief from paying full nonresident tuition during the Interim and/or summer sessions, again dependent upon the FTE of their appointments. Contact the Graduate School at 205-348-5921 or visit the website.

Any nonresident foreign student who is offered a graduate assistantship is limited to a maximum workload of 20 hours per week for all combined appointments. This translates to a maximum of 0.5 FTE (Full Time Equivalency). All non-native speakers of English who accept classroom teaching or other instructional duties must successfully complete the International Teaching Assistant Program (ITAP). Students are recommended for ITAP by their departments.

Graduate assistants whose appointments are terminated before the end of the academic semester or term are eligible only for reduced tuition grants. Those assistants who resign or are dismissed from their duties before the end of the academic semester or term are personally responsible for the payment of any tuition and fees not covered by the reduced tuition grant.

Withdrawal from classes for medical or any other reason may disqualify your assistantship for the whole semester, so please check with the Graduate School before making any withdrawal.

Check out The Department’s Guide to the Administration of Graduate Assistantships for detailed information concerning departmental graduate assistantships.

McNair Graduate Fellowships

The University of Alabama Graduate School awards limited number of McNair Graduate Fellowships. These fellowships are specifically for entering graduate students who have either completed a McNair Scholars program as an undergraduate or who are McNair eligible; i.e., low income AND first-generation college student or a member of a group traditionally underrepresented in graduate education (Hispanic, African American, Native American, Native Hawaiian, Pacific Islander). To be considered for the fellowship, a student must be admitted to a graduate degree-seeking program. Preference is given to students who have completed a McNair program and have been accepted into a Ph.D. program at The University of Alabama.

The service-free stipend for these fellowships is $15,000 for the academic year plus a scholarship to pay full tuition for up to 15 hours for fall and spring semesters in each academic year, according to the basic UA schedule for in-state/out-of-state tuition and fees. The Graduate School will provide single health insurance coverage for each recipient. Departments may elect to add a graduate assistantship up to .50 FTE to the first two years of the McNair Graduate Fellowship. A student must be enrolled full-time and maintain a 3.0 cumulative grade point average to remain eligible for the fellowship.

Following two years of stipend and tuition support from the Graduate School, the student’s home department will be required to continue to support the McNair Graduate Fellow for at least an additional two years through departmental research and teaching assistantships or on grant-funded research assistantships or fellowships. For master’s students the Graduate School will provide one year of support followed by one year of support by the student’s home department.

Nominations may be made by department or by student (with departmental support and funding commitment). For detailed application procedure, see Financial Handbook.

Graduate Council Fellowships

The University of Alabama awards approximately 80-85 non-renewable Graduate Council Fellowships each year. The fellowships carry a stipend of $15,000 for the academic year and a scholarship to pay full tuition for up to 15 hours for fall and spring semesters in each academic year, according to the basic UA schedule for in-state/out-of-state tuition and fees. The Graduate School will provide single health insurance coverage for each recipient. A student must be enrolled full-time and maintain a 3.0 cumulative grade point average to remain eligible for the fellowship. At least one-half of these fellowships are awarded to beginning graduate students at the University. Nominations are made by academic departments. Interested students should contact their departments for more information about the nomination process and deadlines.

Graduate Council Research/Creative Activity Fellowships

Graduate Council Research/Creative Activity Fellowships with stipends of $15,000 per academic year are available to support graduate students in their own thesis/dissertation work or those working on faculty projects. The Graduate School will provide single health insurance coverage for each recipient.

Recipients for the coming academic year are selected once a year, in January. Nominations are made by academic departments. Interested students should inquire at their department offices.

Students who are awarded Graduate Council Research/Creative Activity Fellowships also receive scholarships equal to their full in-state and out-of-state tuition charges for up to 15 hours for fall and spring semesters of the award year. Normally, 80 to 85 Graduate Council Fellowships (including regular Graduate Council Fellowships and Research/Creative Activity Fellowships) are awarded each year.

A student must be enrolled full-time and maintain a 3.0 cumulative grade point average to remain eligible for the fellowship.

Graduate Student Travel and Research Support Fund

These awards are available to all graduate students on a competitive basis and are based on departmental nominations. For more information, students should contact their department offices.

Joint Faculty Development Program Fellowships

The University of Alabama Graduate School has joint programs with Alabama A & M University, Alabama State University, Oakwood College,
and Stillman College for practicing faculty members at these institutions who do not have terminal degrees in their fields of instruction. Faculty members must be nominated for the fellowship by their home institution. Faculty at the partner institutions who wish to complete a terminal degree in their field of instruction must be admitted to a UA degree program as a prerequisite to receiving support from the Joint Faculty Development program. Faculty who participate in this program receive support from both their home institution (to be negotiated with each institution’s vice president for academic affairs) and The University of Alabama Graduate School. The financial support from The University of Alabama consists of a $15,000 annual fellowship stipend and an in-state tuition scholarship (fall and spring semesters; summer semesters, if needed courses are offered in the fellow’s degree program).

The Joint Faculty Development Program provides financial support for up to two years of full-time graduate study in residence on the UA campus to allow the faculty members participating in this program to complete the majority of their required coursework.

**National Alumni Association License Tag Fellowships**
The University of Alabama awards approximately 30 non-renewable License Tag Fellowships each year. The fellowships carry a stipend of $15,000 for the academic year and a scholarship to pay full tuition for up to 15 hours for fall and spring semesters in each academic year, according to the basic UA schedule for in-state tuition and fees. The Graduate School will provide single health insurance coverage for each recipient. You must be a resident of Alabama to be eligible for this fellowship. A student must be enrolled full-time and maintain a 3.0 cumulative grade point average to remain eligible for this fellowship. Nominations are made by academic departments. Interested students should contact their departments for more information about the nomination process and deadlines.

**Departmental Scholarships and Grants**
Most departments and divisions offer special financial aid for graduate students. Consult the Graduate Catalog or individual departments for a list of these scholarships and grants.

**Southern Regional Education Board (SREB) Doctoral Scholars Program**
This fellowship supports newly admitted minority graduate students who are seeking the Ph.D. and planning a career in college teaching. The program provides a $15,000 - $20,000 annual stipend and full tuition scholarship for up to 5 years of doctoral study. For more information, contact Dr. Paul Mohr, Director of Special Programs, Alabama Commission on Higher Education at (334) 242-2209 or Paul.mohr@ache.alabama.gov. (Mailing address: P O BOX 302000, Montgomery Alabama 36130-2000. The UA contact for the SREB Doctoral Scholars Program is Blake Bedsole (bbedssole@ua.edu or 205-348-7863)).

**Student Financial Aid Graduate Assistantships**
Graduate Assistant (GA) positions funded by Student Financial Aid (SFA) are paid through Federal Work-Study funding. Students desiring a GA position must complete the Free Application for Federal Student Aid (FAFSA). Eligibility for the position is contingent upon the student demonstrating need through the application process. For more information, contact Blake Bedsole (bbedssole@ua.edu or 205-348-7863).

**Scholarships and Grants**
A number of departments and divisions offer special financial aid for graduate students.

**College of Arts and Sciences**

**J. Nicholene Bishop Biology Fellowship Awards**
These awards, established by a gift from Ms. Alma Williams in honor of her aunt, Ms. J. Nicholene Bishop, provide supplementary stipends to graduate teaching assistants in the Department of Biological Sciences in order to recruit and retain outstanding teaching assistants in the biological sciences. Contact: Department of Biological Sciences, 319 Biology Building or Box 870344, Tuscaloosa, AL 35487-0344.

**Joseph S. and Carolyn Bolt Endowed Support Fund**
This fund was established in 2000 to promote research in art history by graduate students enrolled in the master’s program in art history in the Department of Art. Contact: Department of Art, 103 Garland Hall or Box 870270, Tuscaloosa, AL 35487-0270.

**Buford Boone Memorial Fellowships**
These fellowships were established in 1984 by the Tuscaloosa News in honor of its longtime publisher, Buford Boone. They are used to support graduate teaching fellowships in English. Contact: Department of English, 103 Morgan Hall or Box 870244, Tuscaloosa, AL 35487-0244. Application deadline: January 25.

**Ralph L. Chermock Prize**
This prize was established in 1978 by friends and colleagues of the late Dr. Ralph L. Chermock. The annual prize is given to a graduate student in natural history or evolutionary biology. Contact: Department of Biological Sciences, 319 Biology Building or Box 870344, Tuscaloosa, AL 35487-0344.

**David and Elizabeth DeJarnette Endowed Scholarship in Anthropology**
This scholarship, established in 1993, is presented annually to a student of promise who is conducting research on the archaeology of prehistoric Moundville. Contact: Department of Anthropology, 19 ten Hoor Hall or Box 870210, Tuscaloosa, AL 35487-0210. Application deadline: January 25.

**Jen-Ho Fang Scholarship**
This scholarship was established in 2003 to provide a $3,000 award to an outstanding graduate or undergraduate student in the geological sciences. Contact: Department of Geological Sciences, 2003 Bevill Building or Box 870338, Tuscaloosa, AL 35487-0338.

**Lex Arden Fikes Jr. Award**
This award is presented in memory of Lex Arden Fikes Jr., a graduate student in the Department of Political Science. It acknowledges the highest level of professional development and departmental service achieved by a student in the graduate program. All graduate students in the Department of Political Science are eligible to be nominated for this award by a faculty member in the department.

**Geological Sciences Advisory Board (GSAB) Scholarship Fund**
This fund was established in 2002 to provide $2,000 renewable awards to geology students meeting minimum academic criteria. Contact: Department of Geological Sciences, 2003 Bevill Building or Box 870338, Tuscaloosa, AL 35487-0338.

**Isabella H. Graham Prize**
This prize was established in 1932 by Dr. John Y. Graham in memory of his wife, and encourages and rewards graduate work in biology. Contact: Department of Biological Sciences, 319 Biology Building or Box 870344, Tuscaloosa, AL 35487-0344.
Miriam Locke Scholarships
This fund provides support of professional travel for graduate students in English. Contact: Department of English, 103 Morgan Hall or Box 870244, Tuscaloosa, AL 35487-0244.

Robert E. Gross Lockheed Fellowship in Physics
This is a fellowship awarded to graduate students majoring in physics. Contact: Chairperson, Department of Physics and Astronomy, 206 Gallatee Hall or Box 870324, Tuscaloosa, AL 35487-0324.

Inge and Ilouise Hill Fellowships
Established by a donation from Mr. and Mrs. Inge Hill, these fellowships aid in recruitment and retention of graduate students in the Department of Biological Sciences, by supplementing teaching or research assistantships. Contact: Department of Biological Sciences, 319 Biology Building or Box 870344, Tuscaloosa, AL 35487-0344.

W. Gary Hooks Fund
This fund was established in 1982 by friends, former students, and colleagues of geology faculty member Gary Hooks. The fund provides research support for graduate students in geology. Contact: Department of Geological Sciences, 2003 Bevill Building or Box 870338, Tuscaloosa, AL 35487-0338.

Henry E. Jacobs Fund
The fund was established in 1986 by friends and colleagues of Dr. Jacobs to provide travel and publication funds for graduate students in English. Contact: Department of English, 103 Morgan Hall or Box 870244, Tuscaloosa, AL 35487-0244.

A. S. Johnson Memorial Fund
This fund, established in 1982, provides travel support for graduate students in the Department of Geology who are making presentations at regional, national, and international meetings. Contact: Department of Geological Sciences, 2003 Bevill Building or Box 870338, Tuscaloosa, AL 35487-0338.

Margaret S. Quayle Scholarship Fund
Established by Dr. Quayle in 1975, the fund provides gift scholarships to deserving graduate students in clinical psychology, preferably women. Contact: Department of Psychology, 348 Gordon Palmer Hall or Box 870348, Tuscaloosa, AL 35487-0348.

Society for the Fine Arts (SFA) Scholarships in Creative Writing
Funded by members of SFA, this award of at least $1,000 goes to deserving graduate students in the creative writing program of the Department of English. Contact: Creative Writing Program, 101 Morgan Hall or Box 870244, Tuscaloosa, AL 35487-0244.

Hudson Strode Fellowships for the Study of English Literature
These fellowships were established in 1989 to commemorate Hudson Strode, who taught Shakespeare and creative writing classes at the University from 1916 to 1963. The awards support graduate study in English, preferably Renaissance studies. Contact: Director of the Strode Program, Department of English, 103 Morgan Hall or Box 870244, Tuscaloosa, AL 35487-0244.

Hudson Strode Research Awards
These awards were established in 1989 to support graduate student research projects in English Renaissance literature. Contact: Director of the Strode Program, Department of English, 103 Morgan Hall or Box 870244, Tuscaloosa, AL 35487-0244.

Donald Strong Award
The Strong Award is presented annually for the best research paper written by a political science graduate student. Papers are submitted to the Graduate Studies Committee by individual graduate students.

Irene Thames Endowed Fine Arts Fellowship Fund
This fund was established in 1986 to recruit and support graduate students studying ceramics, painting, photography, printmaking, and sculpture. Contact: Department of Art, 103 Garland Hall or Box 870270, Tuscaloosa, AL 35487-0270.

Joab Thomas Endowed Fellowship Fund
Established in 1983 by friends and colleagues of Dr. Joab L. Thomas, president of the University from 1981 to 1988, this fund provides a fellowship for a graduate student pursuing an advanced degree in one of the biological sciences. Contact: Department of Biological Sciences, 319 Biology Building or Box 870344, Tuscaloosa, AL 35487-0344.

Bob Work Award for Scholastic Excellence in Archaeology
This annual graduate student paper competition was established in 1978 by the Archaeological Research Association of Alabama in honor of contributors Robert and Anne Work of North Carolina. Contact: Department of Anthropology, 19 ten Hoor Hall or Box 870210, Tuscaloosa, AL 35487-0210. Application deadline: January 25.

Manderson Graduate School of Business

Accountants Giving Back
Could benefit from working few hours. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

Accounting Department Scholarships
Priority of consideration shall be given to students experiencing financial need. Contact: Director of MBA Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487.

Alabama Power Company Endowed Educational Fellowship
Provides graduate scholarships and postdoctoral fellowships for students pursuing a course of study in or conducting research in commerce and business administration. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

AmSouth MBA Graduate Fellowship
Provides fellowship awards to students pursuing MBA degrees. Contact: Director of MBA Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Clifford H. and Mary K. Armstrong Fellowship
This fund was established to attract top-quality students to graduate degree programs in commerce and business administration. Academic quality and merit take precedence over all other considerations in selecting recipients. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

Raymon J. Baker MBA Student Endowed Scholarship in Investment Banking
Priority of consideration shall be given to graduate students enrolled in the Culverhouse College of Commerce and Business Administration who are seeking a master of business administration degree with an emphasis in investment management. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

James O. Banks Endowed C&BA Scholarship
Established by James O. and Ann H. Banks to promote the education of graduate and undergraduate accounting students. Contact: Director,
Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

**BDO Seidman Accounting Scholarship**
Awarded annually to an accounting major. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

**Becker CPA Review Course Award**
Awarded to a graduating senior or graduate student. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

**J. L. Bedsole Memorial Endowed Fellowship**
Provides fellowship awards to promote the education of exceptional graduate students in any academic program in the School. Recipients are distinguished as J. L. Bedsole Scholars. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

**Emily S. and Lee Bidgood Memorial Endowed Fellowship**
Established by the Bidgood children to honor the memory of their parents and to promote the education of outstanding graduate students in commerce and business administration. Recipients are recognized as Bidgood Scholars. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

**Young J. Boozer Endowed Graduate Student Fellowship**
Established by Colonial BancGroup Inc. to honor the memory of Mr. Young Boozer and to promote the education of full-time graduate students in commerce and business administration. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

**Fred Bostick Endowed Fellowship**
Established by the Bostick family to promote the education of students pursuing courses of study leading to graduate degrees in commerce and business administration. Recipients are distinguished as Bostick Scholars. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

**Wilbur J. Bradford Scholarship**
Awarded annually to an outstanding accounting student. Financial need is considered. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

**Brashier, The Craig & Kimberly Endowed Scholarship**
Priority to a Master of Accountancy demonstrating a balance in academic and social life. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

**Frederic Augustin Brett Memorial Endowed Scholarship**
Established by Elizabeth Maye J. Brett in memory of her husband to promote the education of deserving students pursuing doctoral degrees in accounting or management. Contact: Director of Graduate Programs, Director of the Culverhouse School of Accountancy, or Head of the Department of Management and Marketing, Box 870223, Tuscaloosa, AL 35487-0223.

**Ehney Addison Camp Jr. Memorial Endowed Scholarship**
Established in 1993 to promote the education of full-time, needy, and qualified students preparing for careers in business. Priority consideration is given to MBA students. Contact: Director of Graduate Programs or Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

**Robert G. Campbell Class of 1936 Endowed Scholarship**
Established in 1999 to promote the education of full-time graduate students in the Manderson Graduate School of Business. Contact: Director of Graduate Programs or Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

**Cap Gemini Ernst & Young MBA Health Care Scholarship**
Priority of consideration shall be given to second-year students enrolled in the MBA Program in the Manderson Graduate School of Business who have undergraduate backgrounds or licensing in health care management or nursing, and/or to students enrolled in the MBA/M.S.N. Program in the Capstone College of Nursing. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

**Comer Foundation Graduate Fellowship**
Supports truly deserving graduate students pursuing master's or doctoral degrees in commerce and business administration. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the School), Box 870223, Tuscaloosa, AL 35487-0223.

**Cook, J. Woodie and Ivy Sanders Endowed Scholarship**
First priority, full time accounting majors who are graduates of high schools in Choctaw Co., Alabama; 2nd priority to full-time accounting majors from small towns and non-metro areas in Alabama. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

**Delchamps Endowed Scholarship for Marketing**
Established by Delchamps Incorporated to support undergraduate and graduate students pursuing a degree in marketing, with priority consideration given to students from Alabama, Georgia, Mississippi, Louisiana, and Tennessee. Contact: Head of the Department of Management and Marketing, Box 870225, Tuscaloosa, AL 35487-0225.

**Diamond, Sam, Jr. Endowed Scholarship in Tax Accounting**
Awarded annually to a Master of Tax Accounting student. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

**Sara Elliott Donahoo Memorial Endowed Accounting Scholarship**
Established by J. Wesley Donahoo to honor his first wife and to promote the graduate and undergraduate education of students majoring in accounting. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

**Donaldson, Holman & West, PC Accounting Scholarship**
Awarded annually to an accounting major. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35486-0220.

**Mark and Dawn Dunning Endowed C&BA Master's in Business Administration Scholarship**
Established in 1996 to promote the education of full-time MBA students in the Manderson Graduate School of Business. Recipients are selected based on scholastic merit and leadership. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

**Durr-Fillauer Endowed Graduate Fellowship**
Established by Durr-Fillauer Medical Inc. to award fellowships to outstanding students pursuing graduate degrees in commerce and business administration. Contact: Director of Graduate Programs (or the
Ernst & Young Accounting Scholarship
A scholarship for an accounting major of junior standing or a candidate for an accounting master’s degree. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Ernst & Young Excellence Accounting Scholarship
Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

Federal Tax Clinic Scholarship
Awarded to an incoming master of tax accounting student. GPA, GMAT score, and overall potential for success are considered. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Federation of Schools of Accountancy Student Award
Awarded to a graduating master’s student in accounting. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

First Alabama Bank Endowed C&BA Scholarship for Productivity and Quality Enhancement
Established in 1993 by First Alabama Bancshares to support both scholarly work that directly benefits the economic well-being of the state and students intending business and industry through the activities of the Alabama Productivity Center. Contact: Director, Alabama Productivity Center, Box 870318, Tuscaloosa, AL 35487-0318.

Fitts, Lewis Ford & Frank Fitts, III Memorial Scholarship
Need a factor. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

Fowler, Anna Catherine Cook Endowed Scholarship
Accounting major; First priority to first generation college students; 2nd priority to full-time student in C&BA with major other an accounting; preference to Choctaw, Sumter Co., AL or Lauderdale Co., MS. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

Paul Garner Graduate Accounting and Research Award
An award for an accounting graduate student. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

Robert W. Hodgkins Endowed C&BA Scholarship
This scholarship is awarded to deserving C&BA students who intend to concentrate in the area of insurance. Contact: Head of the Department of Economics, Finance, and Legal Studies or Director of Graduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Robert W. Hodgkins Endowed C&BA Scholarship
This scholarship is awarded to deserving C&BA students who intend to concentrate in the area of insurance. Contact: Head of the Department of Economics, Finance, and Legal Studies or Director of Graduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

C. E. Hornsby Jr. and Emily Jones Hornsby Endowed Scholarship
Established in 1998 to promote the education of full-time graduate and undergraduate students in the College of Commerce, with preference to graduates of Bibb County, Alabama, high schools. Contact: Director of Graduate Programs or Director of Undergraduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Horton, Charles/Jamison Money Farmer & Company Scholarship in Accounting
Awarded annually to an accounting major. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

Ingram-Reid Endowed Accounting Scholarship
Established by Professor Robert W. and Christine M. Ingram in honor of their parents to promote the education of graduate and undergraduate accounting students. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Jackson, Thornton and Company Scholarship
Awarded annually to an accounting major. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Maxie Glen Jackson Memorial C&BA Scholarship
The Alabama Chapter of the Risk and Insurance Management Society provides this scholarship to deserving full-time C&BA students with an interest in the area of insurance. Contact: Head of the Department of Economics, Finance, and Legal Studies or Director of Graduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Bill Jessup Endowed Scholarship
A scholarship for a graduate or undergraduate student in accounting. The award is renewable. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Sally R. and Lauren Sw. Jones Endowed Scholarship
Awarded to students who have been accepted into the master of accounting program in the Culverhouse School of Accountancy. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

L. Paul Kassouf & Company Scholarship
Awarded to an undergraduate or graduate student in accounting desiring to enter public accounting. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Dr. Saburo Kawai Endowed Scholarship
Established in 1998 by Dr. Saburo Kawai of Tokyo, Japan, to promote international business in a global economy by means of promoting the education of deserving full-time graduate students in the Culverhouse College of Commerce and Business Administration. Priority consideration is given to students expressing an interest in Japanese business or culture who intend to pursue master’s degrees, with preference to MBA students specializing in insurance or finance. Contact: Director of Graduate Programs or Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

The Kinder Morgan Excellence in Accounting Scholarship
Scholars must be full-time accounting majors; junior, senior, or graduate status; a member of a population group that is underrepresented in C&BA; selection made on the basis of merit, scholarship, character, and/or leadership qualities; must have demonstrated solid academic promise and have a minimum GPA of 3.0 or higher or be deemed otherwise academically acceptable by the University. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0330.

Chester Knight Memorial Scholarship
A scholarship awarded to an accounting major of junior, senior, or graduate standing. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

KPMG Peat Marwick Endowed Accounting Scholarship
Awarded annually to an accounting student. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.
Allen J. Lambert Annual Accounting Award in C&BA
Awarded to a fifth-year student (master’s level) who intends to sit for the CPA exam. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Joe Lane Memorial Endowed Accounting Scholarship
Established in memory of Professor Emeritus Joseph E. Lane Jr. to promote the education of graduate and undergraduate accounting students. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Lewis Manderson Graduate School of Business Scholarship
Established in 1994 to promote graduate education in commerce and business administration and to support qualified minority students who have high potential for success in graduate study in business. Contact: Director of Graduate Programs or Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

Lewis Manderson MBA Fellowship
A competitive award for exceptionally well-qualified MBA students. Provides an annual scholarship award of $4,470 plus one-half of the student's University tuition. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

Marvin L. Mann Endowed C&BA Graduate Scholarship
Established in 1999 through a gift from Lexmark International to honor the retirement of Lexmark’s first chairman and chief executive officer, and University alumnus, Marvin L. Mann, and to promote the education of deserving graduate students in the Manderson Graduate School of Business. Contact: Director of Graduate Programs or Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

Charles Irving Massey Endowed Graduate MBA Scholarship
Established by Mr. Charles Rayford Massey to promote the education of exceptional students pursuing MBA degrees. Recipients are recognized as Massey Scholars. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

Master of Accountancy Endowed Scholarship
Awarded to students who have been accepted into the master of accountancy program in the Culverhouse School of Accountancy. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Master of Tax Accounting Alumni Endowed Fellowship
Awarded to a student accepted into the master of tax accounting program. Scholarship, leadership, and financial need are considered. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Mauldin & Jenkins Accounting Scholarship
Awarded annually to an accounting major. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Minnie C. Miles Human Resources Management Endowed Graduate Scholarship
Established to promote the education of full-time students pursuing graduate degrees in management. Contact: Head of the Department of Management and Marketing, Box 870223, Tuscaloosa, AL 35487-0223.

Minnie Cadell Miles Endowed Graduate Scholarship
Awarded to a master’s degree candidate, with preference to the behavioral area. Contact: Director of Graduate Programs or Head of the Department of Management and Marketing, Box 870225, Tuscaloosa, AL 35487-0225.

Mitchell, Elliott Scholarship
Scholarship award in support of students researching or assisting faculty with research regarding governance, ethics, and fraud. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487.

National Alumni Association Graduate Scholarship Program
The National Alumni Association provides funds for $1,000 scholarships for students in any business discipline. Priority consideration is given to first-year master’s degree students. Contact: Director of Graduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Larry E. Newman-Ernst & Young Endowed Accounting Scholarship
Priority awarded to undergraduate or graduate students who have been accepted into the accounting program in the Culverhouse School of Accountancy, and have demonstrated either academic merit or financial need, although not necessarily financial need as defined by federal guidelines. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Roy C. Ossman National Food Brokers Association Foundation Scholarship
A $1,000 scholarship awarded to a student at the undergraduate or graduate level who is interested in a career in the food industry. Scholastic ability, character, and financial need will be considered in selecting the recipient. Contact: Head of the Department of Management and Marketing, Box 870225, Tuscaloosa, AL 35487-0225.

Timothy M. Parker Sr. and Thelma F. Parker Endowed Scholarship
Provides scholarships to graduate students who are either Alabama natives or graduates of Alabama high schools. Financial need is considered in making awards. Contact: Director of MBA Program or Director of Graduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Pearce, Bevill, Leesburg, and Moore Accounting Scholarship
Awarded to a declared accounting major or an accounting equivalency major who has completed the intermediate-level accounting courses, and has a minimum 3.25 GPA in accounting. Student must be actively involved in at least one professional organization such as, but not limited to, Beta Alpha Psi. Financial need will be the deciding factor where there are students of otherwise equal merit. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

John Howell Pearson Endowed Scholarship in Accounting
Established by Jack H. and Sue A. Pearson in memory of their son, John Howell Pearson, to promote the education of students who intend to pursue degrees in accounting; who have demonstrated strong character and commitment, as evidenced by involvement in community activities, school activities, and/or employment; and who have minimum GPAs of 2.5. Priority of consideration shall be given to students from the state of Alabama. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Dr. A. J. Penz Endowed Graduate Accounting Scholarship
Established by Dr. A. J. Penz to promote the education of accounting graduate students. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

PricewaterhouseCoopers-Joe Lane Accounting Scholarship
An award for an accounting major of junior standing or a candidate for a master’s degree who is judged to have outstanding potential for success in public accounting. Must have a minimum overall GPA of 3.3, oral and written communication skills, an ability to interact with people, and leadership qualities as demonstrated by positions of responsibility in campus, civic, or service organizations. Contact: Director of the
Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

PricewaterhouseCoopers LLP/Samuel A. DiPiazza, Jr. Accounting Scholarship
Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487

Professional Advisory Board Graduate Scholarship
Awarded to fifth-year incoming (master of accountancy or master of tax accountancy) accounting students. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Roland Pugh Endowed MBA Scholarship in Family Business and Entrepreneurship
Established in 1998 by Mr. Roland Pugh to promote the education of deserving full-time graduate students in the Manderson Graduate School of Business. Priority consideration is given to MBA students who are concentrating in family business and entrepreneurship. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

J. Ronald Renzetti Sr. MBA Endowed Fellowship
Established to promote the education of exceptional students pursuing MBA degrees. Recipients are recognized as Renzetti Scholars. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

John L. and Margaret E. Rhodes Endowed Scholarship in Accounting
Awarded to students enrolled in C&BA and accepted into the Culverhouse School of Accountancy who have demonstrated either academic excellence or financial need. Contact: Director of the Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Martha Lou Jones Riddle Endowed MBA Scholarship
Established by Kenneth A. Riddle to honor his wife and to promote the education of deserving full-time graduate students pursuing MBA degrees. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

Steven J. Ross Endowed Graduate Accounting Scholarship
Established by the Ross Family Charitable Foundation in honor of Steven J. Ross to promote the education of graduate students in accounting. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Sales and Marketing Executives of Birmingham Inc. Fellowship
A gift scholarship for outstanding seniors or graduate students interested in sales and marketing. Contact: Head of the Department of Management and Marketing, Box 870225, Tuscaloosa, AL 35487-0225.

William Samson Memorial Accounting Scholarship
Awarded annually to an accounting major. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Sellers, Richardson, Watson, Haley and Logan Accounting Scholarship
Awarded annually to an accounting major with a 3.5 or higher who intends to work in the Birmingham, Alabama area. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Young Ho Shin Endowed Scholarship
Established through a gift from the Daehan Kyoyuk Insurance Company Ltd. to promote international business in a global economy. Priority consideration is given to Korean graduate students who intend to pursue master’s or doctoral degrees specializing in the field of insurance or finance. Contact: Head of the Department of Economics, Finance, and Legal Studies or Director of Graduate Programs, Box 870223, Tuscaloosa, AL 35487-0223.

Clarence DeWitt Smith Memorial Scholarship
Awarded to a student in applied statistics. Contact: Head of the Department of Information Systems, Statistics and Management Science Scholarships, Box 870226, Tuscaloosa, AL 35487-0226.

Morris “Munny” Sokol Endowed Memorial C&BA Scholarship
Established by Mr. Aaron Aronov, former trustee of The University of Alabama, in honor of civic leader Munny Sokol to support students enrolled in the Culverhouse College of Commerce and Business Administration. Contact: Director of Graduate Programs (or the department head/director of any academic department or program in the College), Box 870223, Tuscaloosa, AL 35487-0223.

Curtis Springer Scholarship
Established by the Alabama Dairy Products Association of Greensboro in 2001, this award is given annually to full-time graduate students in Marketing pursuing a concentration in distribution and supply chain management. Contact: Head, Department of the Management and Marketing, Box 870225, Tuscaloosa, AL 35487-0225

Charles William Stephan Endowed MBA Scholarship
Established in 1998 to be used for the betterment of MBA students in the Manderson Graduate School of Business. Contact: Director of MBA Program, Box 870223, Tuscaloosa, AL 35487-0223.

Elton B. Stephens Sales and Sales Management Scholarships
Awarded annually to undergraduate or graduate marketing majors. Contact: Head of the Department of Management and Marketing, Box 870225, Tuscaloosa, AL 35487-0225.

Fred & Dot Thompson Accounting Scholarship
Established by Professor Mary S. Stone in honor of her parents to promote the education of graduate and undergraduate accounting students. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Sue and Stanley Virciglio Accounting Scholarship
Established by Beverly S. Virciglio in honor of her parents to promote the education of students in the College of Commerce and Business Administration. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Way, Ray, Shelton & Company-ASCPA Scholarship
Awarded annually to an accounting student. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

Marcus Whitman Endowed Graduate Fellowship
Established by Dr. Marcus Whitman, professor emeritus of finance, to promote the education of deserving graduate students in commerce and business administration. Overall merit of the recipient is the primary consideration. Preference is given to students pursuing graduate degrees in finance. Contact: Director of Graduate Programs or Head, Department of Economics, Finance, and Legal Studies, Box 870223, Tuscaloosa, AL 35487-0223.

James W. Wilson Sr. Memorial Endowed Scholarship in Tax Accounting
Priority to a Master of Tax Accounting student based on academic achievement and financial need. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.
Murray D. Wood-Joe Lane Graduate Fellowship
Established by Murray D. Wood to honor Professor Joe Lane and to promote the education of outstanding students in graduate study in tax accounting. Contact: Director, Culverhouse School of Accountancy, Box 870220, Tuscaloosa, AL 35487-0220.

College of Communication and Information Sciences — School of Library and Information Studies
Alabama Public Library Service Scholarships
Scholarships of up to $250 per credit hour for employees of Alabama public libraries who are pursuing graduate library and information studies degrees on a part-time basis. Contact: Scholarship Committee, Alabama Public Library Service, 6030 Monticello Drive, Montgomery, AL 36130; 1-800-723-8459 and ask for Jim Smith. Application deadline: May 1.

Alabama Library Association Scholarships
Awarded to promising Alabama students who wish to pursue graduate degrees accredited by the American Library Association or by the National Council for Accreditation of Teacher Education. Contact: Alabama Library Association Scholarship and Loan Fund, (334) 262-5210 or allaonline@mindspring.com. Application deadline: June 1.

Martha Jule Blackshear Scholarship
Awarded annually to a student in SLIS who is planning a career in public or school librarianship and providing evidence of this commitment through prior work experience.

Marie Drolet Bristol Endowed Scholarship
Awarded annually to one or more SLIS students, based on scholastic potential and financial need.

Carr Scholarship
Awarded to students currently enrolled in SLIS and pursuing specializations in school or youth services. Awarded on Honors Day.

Barbara Doughty Scholarship
Awarded to a student in SLIS on the basis of scholastic potential.

Mary Elizabeth Webster Edwards Scholarship
Awarded annually to students in SLIS on the basis of scholastic potential and need.

Bethel Fite Endowed Scholarships for Part-Time Students in SLIS
Awarded on Honors Day to a part-time student pursuing an MLIS degree.

Cherie D. Feenker Law Librarianship Scholarship
Awarded annually to a student planning a career in law libraries.

Pauline M. Foster Endowed Scholarship
Awarded annually to a student from Alabama specializing in school librarianship.

Mary Lou Jones Griffin Scholarship
Awarded to a student in SLIS on the basis of scholastic potential and need.

Mildred and Karl Harrison Endowed Scholarship in SLIS
Awarded to a student in SLIS based on scholastic potential and financial need.

Elizabeth Melton Lee Endowed Scholarship
Awarded to a student in SLIS on the basis of scholastic potential and financial need.

Library School Association Endowed Graduate School Scholarship
Awarded annually to a student in SLIS based on scholastic potential and financial need.

Mary Sue McGarity Endowed Scholarship
Awarded to a student in SLIS on the basis of scholastic potential and need.

MLIS Faculty Scholar Endowed Award
Awarded on Honors Day to an outstanding SLIS student in recognition of academic excellence, outstanding service, and professional promise.

James D. Ramer Endowed Outstanding Doctoral Dissertation Award in SLIS
$1,000 awarded to a doctoral student in SLIS based on the quality of his or her dissertation. Awarded on Honors Day.

James D. Ramer Scholarship
Awarded to students in SLIS to help defray the cost of summer school study.

Jewell Sandoval Endowed Student Support Fund in SLIS
Established by the Library School Association for students in SLIS to support student research and special projects.

Fannie Schmitt Scholarship
Awarded annually to students in SLIS on the basis of scholastic potential and financial need.

SLIS Minority Quasi-Endowed Scholarship
Awarded annually to students in SLIS who are members of a minority group.

Bernice Stacy Endowed Scholarship
Awarded annually to a student in SLIS on the basis of scholastic potential and financial need.

Annabel and Nell K. Stephens Memorial Endowed Scholarship
Awarded to a student in SLIS on the basis of career potential and financial need. Preference is given to a student pursuing a career in public librarianship in Alabama.

Elton B. Stephens Scholarship
Awarded annually on the basis of academic achievement and merit to a doctoral student in SLIS.

George R. Stewart Endowed Scholarship
Awarded annually to a student in SLIS based on scholastic potential and financial need.

Ruth Waldrop Part-Time Student Endowed Scholarship in SLIS
Established by the Library School Association. Awarded to graduate students pursuing degrees in SLIS on a part-time basis.

Annie Ford Wheeler Endowed Scholarship
Awarded annually to a student in SLIS on the basis of scholastic potential and financial need.

H. W. Wilson Endowed Scholarship
Awarded annually to a student in SLIS based on scholastic potential and financial need.

Kenda Wise Endowed Scholarship in SLIS
Awarded annually based on scholastic potential and financial need.

Powers-Meriam Wyman Endowed Scholarship
Awarded annually to a student in SLIS based on scholastic potential.
College of Continuing Studies

Information on the following awards can be obtained by contacting the College of Continuing Studies, Adult Student Programs, Box 870388, Tuscaloosa, AL 35487-0388.

Robert M. and Muriel R. Barksdale Endowed Scholarship
Awarded to part-time or full-time undergraduate or graduate students, with priority given to employees and their dependents of Barksdale-Warrior Paper Company who plan to enroll in academic programs facilitated through the College of Continuing Studies; secondary consideration will be given to applicants from the West Alabama area, at least 25 years old, who demonstrate satisfactory academic progress and who are enrolled in programs facilitated through the College of Continuing Studies. Amount is variable.

William E. Bright Endowment for the Support of Natural Gas Programs & Scholarships
Applicant must be an employee or the dependent of an employee of a member company of Alabama Natural Gas Association; part-time or full-time undergraduate or graduate student, either currently enrolled or accepted for admission to The University of Alabama; be an Alabama resident; demonstrate academic excellence; exhibit outstanding leadership qualities and establish financial need (not as necessarily as defined by Federal guidelines); preference will be given to students who are taking courses facilitated through the College of Continuing Studies. Amount is variable.

James C. Caldwell Endowed Scholarship
Awarded to part-time or full-time undergraduate or graduate students. Priority will be given to applicants from Winston and Marion counties; secondary consideration will be given to deserving applicants who are enrolled in academic programs facilitated through the College of Continuing Studies. Demonstration of financial need (not necessarily as defined by federal guidelines) may also be a consideration for the award. Amount is variable.

General Charles G. Cleveland –Maxwell Air Force Base Endowed Scholarship
Awarded to a University of Alabama undergraduate or graduate student who is currently admitted or accepted for admission; who is currently in the Air Force or other U.S. Armed Forces, and pursuing a degree facilitated by the College of Continuing Studies, who is in good academic standing (3.0 GPA or higher). Preference will be given to persons stationed or employed at Maxwell Air Force Base in Montgomery, AL. Amount is variable.

College of Continuing Studies Endowed Scholarship
Awarded to part-time or full-time undergraduate or graduate students who are enrolled in academic degree programs facilitated through the College of Continuing Studies, who demonstrate financial need, although not necessarily defined by federal guidelines, and who exhibit academic excellence. Amount is variable.

Thomas S. Graves Memorial Endowed Scholarship
Awarded to a part-time or full-time undergraduate or graduate student with demonstrated academic excellence who is an Alabama resident and currently enrolled or accepted for admission. A minimum 3.0 GPA, a major in a science-based curriculum, and enrollment in at least one College of Continuing Studies course during the semester in which the award is received are required. Priority will be given to the residents of Etowah and Cherokee counties. Secondary consideration will be given to applicants from any other academic division. The scholarship is merit-based; financial need is not a requirement. Amount is variable.

Jack and Audrey Hetmaker Memorial Endowed Scholarship
Awarded to a University of Alabama undergraduate or graduate student who is a resident of the state of Alabama, who is currently enrolled or accepted for admission and is pursuing a degree in business though programs facilitated by The College of Continuing Studies. Amount is variable.

Kay H. Hodges Memorial Endowed Scholarship
Awarded to a University of Alabama student, undergraduate or graduate, who is enrolled or accepted for admission to the Nursing program facilitated through the College of Continuing Studies. First priority will be given to students from Cobb County, GA or Etowah and Tallapoosa counties in the state of Alabama. Student must demonstrate financial need, but not necessarily as defined by federal financial aid guidelines. Amount is variable.

James A. Hood Endowed Scholarship
Awarded to a full-time University of Alabama graduate or undergraduate student who is currently enrolled or has been accepted for admission. The applicant must be at least 25 years old, a resident of Alabama, and a graduate of the state’s public school system. The applicant must be pursuing a degree as a teacher or school administrator and be planning to enroll in academic programs facilitated through the College of Continuing Studies. Amount is variable.

Jerold Kennedy Memorial Endowed Scholarship
Awarded to part- or full-time undergraduate or graduate students who are at least 25 years old and who are enrolled in academic programs facilitated through the College of Continuing Studies, with preference given to students pursuing degrees in disciplines served by the College of Continuing Studies. Amount is variable.

King-Blackburn Friends of the Alabama Gulf Coast Endowed Scholarship
Awarded to a University of Alabama undergraduate or graduate student who is currently admitted or accepted for admission; who graduated from high schools in Baldwin, Mobile, Escambia Counties or adjacent counties; who have incurred hardships as a result of hurricanes or other natural disasters; who is in good academic standing (3.0 GPA or higher) and pursuing a degree through programs facilitated by the College of Continuing Studies. Amount is variable.

Colonel Floyd H. Mann Memorial Endowed Scholarship
Awarded to an undergraduate or graduate student, part- or full-time, who is enrolled at The University of Alabama or accepted for admission. Priority will be given to students who are children of law enforcement officials and/or who intend to pursue careers in law enforcement and who demonstrate financial need (not necessarily as defined by federal guidelines). Amount is variable.

John Cook Nichols Endowed Scholarship
Awarded to a University of Alabama undergraduate or graduate student who is currently admitted or accepted for admission and enrolled in a degree program facilitated through the College of Continuing Studies, exhibit academic excellence, and demonstrate financial need (not necessarily as defined by federal guidelines). Amount is variable.

Clarice L. Parker Memorial Endowed Scholarship
Awarded to a part-time or full-time undergraduate or graduate student, currently enrolled or accepted for admission. An applicant must be at least 25 years old and a resident of Alabama, have a GPA of 2.5 or above for the previous semester, be enrolled in at least one College of Continuing Studies course during the semester in which the award is received, and demonstrate financial need. Primary preference will be
given to students from Tuscaloosa County. Applicants must also file a Free Application for Federal Student Aid (FAFSA) form. Amount is variable.

**Douglas W. Patterson Memorial Endowed Scholarship**
Awarded to a part-time or full-time University of Alabama graduate or undergraduate student who is currently enrolled or has been accepted for admission. An applicant must be at least 25 years old and enrolled in academic programs facilitated through the College of Continuing Studies. Amount is variable.

**William Henry Rhea Jr. Memorial Endowed Scholarship**
Awarded to a part-time or full-time undergraduate or graduate student who is an Alabama resident at least 25 years old and who has demonstrated academic excellence (minimum GPA of 3.0) and established financial need. Preference will be given to students majoring in engineering or business who are taking courses facilitated through the College of Continuing Studies. Amount is variable.

**Warrior Roofing-Thomas G. Shurett Endowed Scholarship**
Awarded to a full-time undergraduate or graduate student who is currently enrolled or accepted for admission and an Alabama resident. Priority will be given to students intending to enroll in academic programs facilitated through the College of Continuing Studies during the term in which the award is received. Preference will be given to employees (or dependents of employees) of Warrior Roofing Company Inc. and students from West Alabama. Amount is variable.

**John C. Snider Scholarship**
Awarded to part-time or full-time undergraduate or graduate students who are at least 25 years old, who are enrolled in academic programs facilitated through the College of Continuing Studies, and who demonstrate satisfactory academic progress. Amount is variable.

**Ruth P. Snider Memorial Scholarship**
Awarded to part-time or full-time undergraduate or graduate students who are at least 25 years old and are enrolled in academic programs facilitated through the College of Continuing Studies, with preference given to students with a major or minor in music, music education, or a related field. Recipient must demonstrate satisfactory academic progress. Amount is variable.

**Herschel Trimm Memorial Endowed Scholarship**
Awarded to a part-time or full-time undergraduate or graduate student who is currently enrolled or accepted for admission. An applicant must be at least 25 years old and a resident of Alabama, have a GPA of 2.5 or above for the previous semester, and be enrolled in at least one College of Continuing Studies course during the semester in which the award is received. Priority will be given to those who desire careers in the building industry. Amount is variable.

**Robert L. Williamson Endowed Memorial Scholarship**
Awarded to a University of Alabama undergraduate or graduate student over the age of 25 who is majoring in engineering or business and is facilitating his or her education through the College of Continuing Studies and its Division of Academic Outreach. Priority will be given to undergraduate students who are taking at least one course through QUEST (Quality University Extended Site Telecourses) or other distance learning methods. Must demonstrate academic excellence (GPA of 3.0 on a 4.0 scale) and show financial need. Amount is variable.

**Jerry F. Wilson Sr. Memorial Endowed Scholarship**
Awarded to an undergraduate or graduate student enrolled part- or full-time who is at least 25 years old; enrolled at The University of Alabama or accepted for admission; and enrolled in an academic program facilitated through the College of Continuing Studies. Preference is given to students pursuing degrees in disciplines served through the Academic Outreach division of the College of Continuing Studies. Amount is variable.

**College of Education**
Scholarships available through this office for full-time graduate education students range from $350 to $2,000. For its purposes, the College’s graduate scholarship committee defines a full-time graduate student as a student enrolled in at least 9 credit hours per semester for an academic year. A graduate teaching or research assistant is considered to be a full-time student if he or she is enrolled in 6 or more credit hours per semester for an academic year. The following information must be submitted to the office of the scholarship steward no later than the deadline date printed on the application form:

- cover letter
- application form
- statement of purpose
- official transcript(s)
- two letters of recommendation
- vita or résumé
- statement of financial need (if applicable)

A detailed description of each component of the application is included on the College’s webpage for scholarships.

Scholarship recipients are selected annually during the spring semester that precedes the academic year to which the award will be applied. All applicants will be notified by letter of the disposition of their applications within two weeks prior to the College of Education Honors Day convocation in April. Recipients will be announced during the convocation.

Generally, scholarships are awarded for one academic year; however, some may be renewable, offering the recipient an opportunity to receive funding for one or more subsequent years. A recipient must request consideration for continuation in a letter submitted with an updated application. Renewal requests are subject to review and evaluation by the scholarship committee. A request does not guarantee renewal. A nonrenewable scholarship will not be awarded to an individual more than once.

Each scholarship is awarded in two equal installments. One installment is made during the fall semester; the other is made during the spring. Receipt of the second installment is contingent upon the recipient’s continued maintenance of the eligibility requirements established by the respective scholarship.

Questions about the application or the application process should be directed to the scholarship steward. More information about graduate-level College of Education scholarships and an accompanying application form are available online at www.education.ua.edu. The mailing address for the scholarship steward is Box 870231, Tuscaloosa, AL 35487-0231; the telephone number is (205) 348-6073.

**Sandra R. Apolinsky Memorial in Counselor Education**
Doctoral student in Counselor Education; priority given to returning female students after meeting family obligations
Susan Duckworth Bedsole Scholarship
Priority given to J. L. Bedsole Scholars as selected by the J.L. Bedsole Foundation; students from southwest Alabama; students accepted into the College of Education

Dr. Harold L. Bishop Endowed Scholarship
Priority of consideration shall be given to graduate students enrolled in the College of Education who have been unconditionally accepted and are studying school administration. Financial need shall also be considered, although not necessarily as defined by federal guidelines. (not available until 2010-11)

Russell S. and Mary Louise Cantwell Endowed History Scholarship
Graduate or undergraduate student majoring in Social Sciences (History); GPA of 3.0+; financial need; renewable

Jean H. Cecil Memorial Endowed Scholarship
Graduate student majoring in Counselor Education; competitive GPA

Laura and James Condra Endowed Scholarship
First priority of consideration is given to full-time undergraduate and graduate students enrolled in the College of Education. Second priority of consideration is given to students who demonstrate financial need; renewable.

Ralph W. Cowart Memorial Scholarship
Competitive GPA; legal resident of Pike County, Alabama; renewable

Merlin G. Duncan Memorial Endowed Scholarship
Doctoral student; competitive GPA; personal qualities assuming leadership roles in education (Educational Leadership); potential for making significant contributions to education; renewable

Betty B. and Edward L. Englebert Endowed Scholarship
Priority given to education students (undergraduate or graduate) pursuing bachelor’s degrees in secondary education in the areas of science, math, English language arts, social science, or foreign language; master’s degrees in counseling; or doctorates in administration.

Sarah H. Healy Endowed Graduate Scholarship
Graduate student in Higher Education Administration or Educational Leadership; female; short essay detailing academic and professional record together with career goals

Irene Merriwether Jones Memorial Endowed Scholarship
Alabama public school teacher pursuing a Master’s Degree in education; demonstrated financial need (Statement of Financial Need); competitive GPA

Leeman C. Joslin Scholarship in Behavioral Studies
Counselor Education, Educational Psychology, Educational Research, or School Psychology; African American or female or both; competitive GPA; demonstrated financial need (Statement of Financial Need)

Owen and Virginia Liles Endowed Scholarship
Graduate; priority of consideration shall be given to students undertaking a program of study in the College of Education who have two to five years teaching experience with middle school-aged students, and who plan to pursue a career in middle school education. Additional preference shall be given to applicants who are residents of Baldwin, Conecuh, Escambia, or Monroe Counties, Alabama. Applicants must submit an essay discussing a proposed new innovation or enhancement in middle school education; also include letters of recommendations from a school administrator who supervised applicant and from parents of former students.

James E. McLean Endowed Graduate Scholarship Criteria
Priority of consideration shall be given to full-time graduate students in the College of Education who have been unconditionally accepted and are studying school administration. Financial need shall also be considered, although not necessarily as defined by federal guidelines.

Paul G. Orr Memorial Fellowship in Educational Administration with priority to Educational Leadership
Applicants should be U.S. or foreign nationals who plan to teach or work in American-Sponsored Overseas Schools (ASOS) or foreign national education systems. The recipient shall agree to make every effort to work in either type of system for no less than three (3) years from the date of an awarded degree or completion of course work. Competitive GPA; renewable for a maximum of two academic years only; one of the three letters of recommendation to be submitted must be written by the director of the school that has most recently employed the applicant; demonstrated financial need (Statement of Financial Need)

Anna and Harold Paige Scholarship Fund Criteria
Priority of consideration given to graduate students enrolled in the College of Education who demonstrate financial need, although not necessarily as defined by federal guidelines.

Daniel Evan Parker Endowed Scholarship
First priority of consideration shall be given to full-time graduate students who are pursuing doctoral degrees in educational leadership studies through the Department of Educational Leadership, Policy, and Technology Studies in the College of Education. Second priority of consideration shall be given to other full-time graduate students pursuing degrees through the College of Education.

Thelma Julia Mildred Smith Endowed Scholarship in Counselor Education
Graduate; indication of plans for a career as an elementary or secondary guidance counselor; competitive GPA; personal qualities for assuming leadership roles in education; demonstrated financial need (Statement of Financial Need); renewable

Esther J. Swenson Endowed Scholarship
Doctoral student majoring in Early Childhood/Elementary Education; competitive GPA; personal qualities for assuming leadership roles in education; potential for making significant contributions to education. Application Dates: October 1st – only on even years of the fall semester, alternating with the Thompson Scholarship.

Paul W. Terry Memorial Endowed Scholarship
Graduate student in Educational Psychology; competitive GPA; renewable

Yowell R. Thompson Endowed Scholarship
Early Childhood/Elementary Education major; priority given to male students actively pursuing a doctoral degree, specialist, masters, bachelors (in that order); personal qualities for assuming leadership roles in education; potential for making significant contribution to education. Application Dates: October 1st – only in odd years of the fall semester, alternating with the Swenson Scholarship.

TCI Companies Choice Award in Education Endowed Scholarship
Graduate or undergraduate student; competitive GPA; legal Alabama resident; applicants must submit a short essay on having inspired others to fulfill their potential in order to demonstrate that the applicant has the passion and energy to influence people’s lives as is expected of teachers.

The College of Education Retired Faculty Endowed Scholarship
Priority of consideration shall be given to full-time undergraduate and graduate students enrolled in the College of Education who demonstrate financial need, although not necessarily as defined by federal guidelines, and whose academic records indicate a high probability of success.
Additional preference shall be given to those students who are descendants of faculty members of the College of Education.

**College of Human Environmental Sciences**

**Agnes Ellen Harris Scholarship**
This scholarship is awarded on the basis of academic achievement and merit, as determined by the scholarship committee. Eligibility is restricted to full-time graduate students majoring in an area in human environmental sciences. Contact: Dean, College of Human Environmental Sciences, Box 870158, Tuscaloosa, AL 35487-0158.

**Mabel Hewitt Lynch Scholarship**
This scholarship is awarded on the basis of academic achievement and merit, as determined by the scholarship committee. Eligibility is restricted to full-time graduate students majoring in clothing and textiles or in interior design. Contact: Head, Department of Clothing, Textiles, and Interior Design, Box 870158, Tuscaloosa, AL 35487-0158.

**Thompson-Bramlett Scholarship**
This scholarship is awarded on the basis of academic achievement and merit, as determined by the scholarship committee. Eligibility is restricted to full-time graduate students majoring in clothing and textiles or in interior design. Contact: Head, Department of Clothing, Textiles, and Interior Design, Box 870158, Tuscaloosa, AL 35487-0158.

**School of Social Work**
For more information about scholarships for graduate students in the School of Social Work, contact the Associate Dean, School of Social Work, Box 870314, Tuscaloosa, AL 35487-0314. Note that concentration-specific scholarships will change to reflect the new curriculum in Fall 2006.

**Warren G. Augins Endowed Scholarship**
The award supports a full-time, first-year student in the master of social work program who has shown promise in the profession.

**James and Teresa Duggan and James and Elizabeth Ball Endowed Scholarship**
This scholarship assists full-time graduate students in the School of Social Work at The University of Alabama who intend to pursue a master's degree in social work in clinical practice and who are over the age of thirty.

**Lola Louise Bealle Endowed Scholarship**
This scholarship assists full-time students in the School of Social Work.

**Russell and Barbara Beaulieu Endowed Support Fund**
This fund was established to support the Program and Agency Administration academic program as well as to support the needs of selected students enrolled in the School of Social Work, who have financial need, although not necessarily as defined by federal guidelines.

**Doris Bender Memorial Endowed Scholarship**
This scholarship assists deserving MSW students in the School of Social Work.

**Lucille Clark Bennett Endowed Scholarship**
This scholarship assists outstanding MSW students who have career interests in geriatrics in their second year of study.

**Julia B. Caddell Endowed Scholarship**
This scholarship assists full-time students in the School of Social Work who demonstrate need, although not necessarily as defined by federal guidelines. Second priority goes to adult students enrolled in the School of Social Work who are beginning or continuing their academic educations after entering the work field or to any students enrolled in the School of Social Work who express an interest in health care and/or child care.

**Ehney A. and Mildred Fletcher Tillman Camp Endowed Scholarship**
This scholarship assists outstanding students in the MSW program.

**Daniel Foundation Endowed Scholarships**
These scholarships are awarded annually to outstanding graduates of each of the accredited BSW programs in Alabama who are admitted to the University’s advanced-standing MSW program.

**Eulene Hawkins-Alabama Chapter NASW Endowed Scholarship**
This scholarship is for a deserving full-time MSW student in the advanced-standing program. Priority goes to the recipient of the Eulene Hawkins scholarship at Troy University. Second priority goes to an NASW member who exhibits academic excellence.

**Lori Kaye Hebert Endowed Scholarship**
This award assists an MSW student with a career interest in mental retardation and developmental disabilities. Spring semester only.

**Madeleine M. Hill Endowed Graduate Scholarship**
The award assists a full-time student in the master of social work program who is preparing for a career in social work program and agency administration.

**Hill Crest Foundation Inc. Graduate Scholarships**
These scholarships are awarded to master of social work students with a strong interest in a mental-health career.

**Marilyn Brewer Lauber Endowed Scholarship**
This scholarship assists graduate students in the School of Social Work. Peggy Spain McDonald Endowed Scholarship. This scholarship assists a promising student in the MSW program whose home is in the greater Birmingham area.

**Arlene Mitchell Endowed Scholarship**
This scholarship assists outstanding full-time students in the MSW program.

**Ada Kate Morgan Endowed Scholarship**
This scholarship assists full-time students in the MSW program.

**National Alumni Association Scholarship**
This scholarship is awarded to an outstanding incoming student in the MSW program.

**John W. Nixon Fiesta Bowl Endowed Graduate Scholarship**
The scholarship assists African-American students who are pursuing the MSW degree.

**Ben Avis Orcutt Endowed Doctoral Student Scholarship**
This scholarship is awarded to a doctoral student who has displayed outstanding dedication and commitment to the social work profession.

**Nell Hopkins Clarkson and Sue Clarkson Phifer Endowed Scholarship**
This scholarship assists graduate students pursuing the MSW in the School of Social Work.

**Charles S. Prigmore Endowed Graduate Scholarship**
This scholarship assists outstanding MSW students. Priority is given to African-American students with interests in program and agency management.
The Mission of Graduate Student Services (GSS) is to increase and support the academic, personal, and professional growth of graduate and professional students at The University of Alabama. This mission holds at its core the commitment to sharing in the socialization process of graduates and professionals to the culture of their UA graduate family and their chosen profession. GSS provides an avenue to lifelong learning, acquiring essential resources and services, as well as promoting a supportive framework of unique services through collaborating with student organizations, academic departments, and other student affairs units. GSS is dedicated to student development and giving graduate and professional students at UA an audible and collective voice. GSS coordinates Orientation for New Graduate Students at the beginning of fall semester and supports scheduled workshops and seminars during the school year that are designed to assist students in succeeding and excelling in graduate school. Development of research skills is the focus of an annual graduate student research conference sponsored by Graduate Student Services, the Graduate Student Association (GSA), and the Graduate School. Additionally, GSS hosts a variety of cultural and educational events throughout the year, coordinates Graduate Appreciation Week in April, and advises the GSA and Alpha Epsilon Lambda Graduate Honor Society.

The office of Graduate Student Services is located in the Office of the Dean of Students, 3610 Ferguson Center, and can be reached by telephone at (205) 348-6796 or by fax at (205) 348-1405.

Grievance Procedure (Faculty Handbook)

I Academic Grievances

A. A student academic grievance is broadly defined as a student complaint regarding an academic action taken by instructional or administrative personnel at The University of Alabama. An academic grievance may be filed by a student against university personnel including instructional personnel, administrators, or staff members at the University. Examples of academic grievances include, but are not limited to, allegations of unfairness in grading, alleged violation of a written or oral agreement with a student (e.g. course requirements for graduation), and alleged inconsistent applications of existing policies.

For a protest of a final course grade or other final comprehensive evaluations to be considered, the protest must be based upon one or more of the following grounds and upon allegation that the ground or grounds cited influenced the grade assignment to the student’s detriment:

1. Arithmetic or clerical error
2. Arbitrariness, possibly including discrimination based upon race, sex, religion, or national origin of the student
3. Personal malice

Grievances related to course grades normally should be filed during the semester in which the alleged action takes place, but such protest must be made not later than the last day of classes of the next succeeding regular semester. This grievance procedure is not available in cases where a decision has been appealed, and been afforded a committee hearing, and the appeal has been denied.

B. A student must file a grievance in the academic department (academic department is a phrase that also refers to academic program or area if these terms apply) of The University of Alabama in which the alleged action took place. Academic grievances shall be resolved by the department head in the division where the grievance took place. Grievances concerning matters that are not within the jurisdiction of a particular academic division and grievances against the divisional academic dean must be resolved by the Provost/Vice President for Academic Affairs. Grievances against the department chairperson must be resolved by the divisional academic dean. Appeals from the academic dean’s decisions may also be made to the Provost/Vice President for Academic Affairs.

II Resolution by Department Chairperson

Cartis T. and Rose N. Roff Endowed Scholarship
This scholarship is for an outstanding MSW student.

School of Social Work Stipends
In addition to grants and stipends related to field education agencies, the School of Social Work awards stipends each year to full-time graduate students in the master’s degree program.

Leslie J. Shellhase Endowed Scholarship
This scholarship is awarded to an outstanding doctoral student who has been advanced to candidacy for the degree.

Social Work Society-Dean Lucinda Roff Endowed Scholarship
This scholarship is awarded to a full-time student enrolled in the second semester of the concentration year of the master of social work program who shows evidence of superior scholarship, based on graduate grades and an original paper, and evidence of professional citizenship, action, or achievement that furthers the goals of the School and the profession of social work. The scholarship is granted for one spring semester only.

Loraine Bedsole Tunstall Endowed Scholarship
This scholarship assists outstanding students in the MSW program. Priority is given to students from the Mobile area with interests in careers in child welfare services.

Cassie Wallace-Helen Brown Endowed Scholarship
This scholarship was established to assist full-time students in the School of Social Work who intend to pursue a career in the area of working with elderly or aging people.

Miscellaneous Financial Aid
Loans are administered through the Office of Student Financial Aid, Box 870162, Tuscaloosa, AL 35487-0162. The Free Application for Federal Student Aid (FAFSA) must be on file in the Office of Student Financial Aid before loan approval.

The University’s housing office offers counseling positions for qualified graduate students. Inquiries should be addressed to the Office of Residential Life, Box 870399, Tuscaloosa, AL 35487-0399; 1-888-498-2262.

The University’s Office of Student Affairs also provides assistantship opportunities in various campus locations to graduate students. Inquiries should be addressed to Graduate Student Services, Office of the Dean of Students, The University of Alabama, Box 870292, Tuscaloosa, AL 35487-0292; (205) 348-6796. Please refer to the Financial Assistance Handbook for details.

Graduate Student Services
A. A student who believes that an academic action has unjustly affected him/her may file a grievance with the department chairperson. The facts and circumstances which are bases for the academic grievance should be presented to the department chairperson in written form.

B. The department chairperson will schedule a conference with the student who has brought the grievance, reissue the student a copy of the University-wide Academic Grievance Procedures, ascertain the circumstances involved, and review any materials or circumstances pertinent to the grievance to determine if there seems to be a reasonable or sound basis for the academic grievance. If the chairperson decides there may be a reasonable or sound basis for the academic grievance, or if the student insists on filing the grievance anyway, then the department chairperson will arrange conferences with the student and other person(s) involved.

Prior to these conferences, the other person(s) involved will be given a copy of the written grievance and will be reissued a copy of the University-wide Academic Grievance Procedures. Both the student and other person(s) will be informed that the purpose of conferences scheduled by the department chairperson is to attempt to resolve the issue informally. Both parties will be informed that they have the right to present any evidence, supporting witnesses, or any other relevant information during these conferences.

C. At the beginning of these conferences, the department chairperson will inform the student and other person(s) involved that the purpose of these meetings is to attempt to resolve the grievances informally. The department chairperson will act as intermediary between the student and other individual(s) with whom the student has a dispute. If a mutually satisfactory resolution can be reached, the academic grievance is resolved.

D. If a resolution cannot be reached informally between the student and other person(s) involved, then the matter will be forwarded to the academic dean to be resolved.

III Resolution by Academic Dean

Any matter not resolved by the department chairperson will be resolved by the academic dean. The dean may act alone or in the conjunction with a standing divisional committee or an ad hoc committee appointed by the dean, but the dean will make the decision. The academic dean will arrange conferences with the faculty or staff member, student, and others, as may be appropriate, to discuss the matter in question. The student and other person(s) involved will be given an opportunity to make a statement, present evidence, witnesses, or materials pertinent to the academic grievance; during these conferences both parties can be accompanied or advised by anyone either party chooses. The academic dean, after careful deliberation, will render a decision.

Notice of the dean’s decision will be sent by certified mail to the student with copies to the faculty or staff member and other involved parties; either party may appeal the dean’s decision to the Office for Academic Affairs if the appeal is filed within 15 working days of the date of mailing of the dean’s decision.

IV Appeal

The dean’s decision may be appealed to the Office for Academic Affairs within 15 working days of the mailing of the dean’s decision. Appeals must be based on substantive grounds such as procedural errors, new information, or inconsistencies in the application of policies.

When an appeal is received by the Office for Academic Affairs, an official from that office will schedule a conference(s) with the student and other concerned parties to discuss the reasons for the appeal. If meetings with the student and other concerned parties result in an agreeable solution to the matter, the appeal process will end. If no such solution is reached, the official from the Office for Academic Affairs will recommend to the Provost/Vice President for Academic Affairs, giving reasons for the recommendation, whether the appeal should be heard or denied. If the Provost/Vice President for Academic Affairs denies the appeal, the appeal process will end. If the appeal is to be heard, the official from the Office for Academic Affairs will convene a panel to resolve the issues that remain. The panel will consist of a person designated by the Vice President for Student Affairs, a person designated by the Provost/Vice President for Academic Affairs (not the official convening the panel), one student (appointed by the President of the SGA), and one faculty member (appointed by the President of the Faculty Senate); both the student and the faculty member will come from the division holding jurisdiction for resolving the academic grievance if it is possible to find such people who have no prior connection with the case. In cases involving graduate students, the faculty and student members of the appeal panel should hold graduate faculty or graduate student status respectively. The person designated by the Provost/Vice President for Academic Affairs will serve as hearing administrator and will coordinate and preside at all meetings conducted to resolve the academic grievance appeal.

The hearing by a panel is an administrative hearing and the proceedings will be informal rather than those used in courts of law. The panel may admit any evidence which is of probative value in determining the issues, subject to the panel’s judgment as to the relevance, credibility, and weight of the evidence. The panel may ask the parties to produce evidence on specific issues, may examine witnesses, and may call and examine its own witnesses. The student may be represented at the hearing by a person of his or her choice; if the student is represented by an attorney, then the other parties may be represented by a person from the Office of the University Counsel. Each party (or the representative of the party) will have the right to confront and cross-examine all opposing witnesses. The panel will decide each of the issues raised in the appeal. The panel’s decision will be final and will conclude the process insofar as the University is concerned.

A decision contrary to the student’s position must be supported by the votes of at least three of the four panel members. The panel will give written notice of its decision to the student, the faculty or staff member, the dean, and the Provost/Vice President for Academic Affairs.

Housing and Dining Options

Housing

Housing is available in the many neighborhoods surrounding the University where apartments, rental houses, and condominiums are plentiful and reasonably priced. For more information concerning off-campus housing, please contact the UA Office of Off-Campus Resources at 205-348-8096 or offcampushousing@sa.ua.edu. Our Off-Campus Resources website, offcampushousing.ua.edu, allows UA students to: search for housing, search for roommates, post/find subleases, and find resources about how to make the most of life off campus!
Librarian service. University Libraries also provides services for users with disabilities.

Amelia Gayle Gorgas Library

Amelia Gayle Gorgas Library, located on the Quad, contains the social sciences and arts and humanities collection, and features a state-of-the-art Learning Commons. Located on the first floor are the Music Library and the Digital Humanities Center. Reference assistance is also available on the first floor and online. For students needing digital media for class projects or individual papers, expert assistance is provided in the Sanford Media Center located on the second floor. Group study rooms can also be found on the second floor of the building. The Writing Center provides services in Gorgas Library.

The 2010 acquisition of the A.S. Williams III Americana Collection, located on the third floor, brings to Gorgas Library an additional 20,000 volumes, more than 15,000 photographs, hundreds of maps, an extensive collection of manuscripts and historical documents as well as numerous other artifacts. The book collection published between the late 17th century and 2009 pertains to the US presidents and the history and culture of the South. The Civil War is particularly well represented with approximately 6,000 volumes, published from the earliest days of Secession to the present, reflecting the observations and opinions of the Union, the Confederacy, European visitors during the War, veterans and subsequent generations of scholars. Unpublished portions of the collection contain archival materials ranging from 19th-century letters, diaries and newspapers to business records and a wide variety of documents recording the American experience of both the famous and the unknown from the mid-18th century to the Great Depression. Particularly noteworthy are photographs of the South taken between the 1850s and the mid-1930s.

Angelo Bruno Business Library

Angelo Bruno Business Library serves the business information needs of the campus and in particular the students and faculty of the Culverhouse College of Commerce and the Manderson Graduate School of Business. The library also houses the College’s Sloan Y. Bashinsky Sr. Computer Center. Combining business library services and business computer laboratory services in the same facility provides seamless access to information services for business students.

Bruno Library’s resources comprise a wide variety of online computer databases and more than 190,000 volumes, including hundreds of business periodicals. Library faculty and staff offer users specialized information assistance and services and individual and class instruction in library research and effective use of library databases. Special features include an electronic library instruction classroom and several types of seating and study accommodations, including group study rooms for collaborative assignments. The 64,000-square-foot facility is conveniently located on Stadium Drive within the Culverhouse complex.

McLure Education Library

McLure Education Library serves primarily the faculty, students and staff of the College of Education and the Graduate School of Education. McLure Library includes the School Library and Curriculum Materials Center on the lower level; reference and periodical areas and public computer areas on the main floor; and study rooms, two presentation practice rooms and a computer lab on the third floor. The main collection of the library is made up of professional books related to education (including sports and physical education). A reference collection is on the main floor. The School Library collection contains approximately 20,000 trade books for preschool through young adult readers. The
Curriculum Materials Center holds approximately 10,000 items including K-12 textbooks, curriculum guides, supplemental classroom materials and educational media including CDs, DVDs, videos, kits, games and other items. McLure is located on University Boulevard.

**Rodgers Library for Science and Engineering**

**Rodgers Library for Science and Engineering** serves students and faculty in the sciences, engineering and nursing programs. Rodgers is the first departmental library built with the intent of taking maximum advantage of computer-based information systems for teaching and research. Rodgers Library offers a 3D studio and other Makerspace resources, seven group study rooms and equipment and special spaces for students to prepare, practice and record presentations. Rodgers Library is open 24 hours daily from Sunday through Thursday, giving students more opportunities to learn, study and do research. Rodgers Library is located immediately south of Shelby Hall and the Science and Engineering Complex, north of the Biology building and one building west of the Campus Drive Parking Deck.

**W. S. Hoole Special Collections Library**

**W. S. Hoole Special Collections Library** contains materials related to Alabama and the Deep South (including manuscripts, rare editions, Confederate imprints, pamphlets, maps, archives of the University, and Alabama state publications. Digital collections from Hoole Library are linked on Hoole’s home page. The library is located on the second floor of Mary Harmon Bryant Hall on Hackberry Lane.

**Additional Libraries**

Under separate administration are the **Health Sciences Library** in the University Medical Center, the **Bounds Law Library** in the Law Center and the **Map Library** in Farrah Hall.

The University of Alabama has an academic membership in the Association of Research Libraries, a selective group of institutions emphasizing research and graduate instruction at the doctoral level and supporting large, comprehensive collections of library materials. The University Libraries system also holds memberships in the Center for Research Libraries, the Association of Southeastern Research Libraries, the Southeastern Library Network, the Coalition for Networked Information and the Network of Alabama Academic Libraries.

**Military Programs**

**General**

Army or Air Force ROTC scholarships and other financial assistance may be available to qualified students who plan to be enrolled for at least two years. Interested students may obtain information about current programs from one of the following ROTC offices: The University of Alabama, Professor of Military Science, Box 870260, Tuscaloosa, AL 35487-0260; or Air Force ROTC Detachment 10, The University of Alabama, Box 870258, Tuscaloosa, AL 35487-0258.

**Air Force ROTC**

An Air Force officer's commission is available to graduate students through the Air Force ROTC Two-Year Program. If other qualifications are met, a student with at least two full years of full-time coursework remaining (in either graduate studies or a combination of undergraduate and graduate courses) can apply for entry into the Professional Officer Course (POC).

Applicants must favorably complete the Air Force Officer Qualifying Test, pass a medical physical, pass a physical fitness test and have at least a 2.0 GPA. Students selected to enter the cadet corps will be scheduled for a summer field training encampment prior to entry into the POC. Field training camps are conducted at Air Force bases throughout the United States. Successful completion of field training qualifies the student to enter the POC. The student then completes the last two academic years of graduate and/or undergraduate studies, taking one 3-hour Air Force ROTC class and a leadership laboratory each semester in order to gain an officer’s commission upon completion of studies. Cadets in the POC are paid a $350–400 stipend per month during the academic year and may be eligible for academic scholarships. To apply, contact The University of Alabama, AFROTC DET010, Box 870258, Tuscaloosa, AL 35487-0258, or call (205) 348-5900 prior to planned entry into Air Force ROTC.

Required Air Force ROTC courses for the Two-Year Program are:

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AFS 350</td>
<td>USAF Leadership Studies</td>
<td>4</td>
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<tr>
<td>&amp; AFS 301</td>
<td>and Leadership Laboratory</td>
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<tr>
<td>AFS 360</td>
<td>USAF Leadership Studies</td>
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<tr>
<td>&amp; AFS 302</td>
<td>and Leadership Laboratory</td>
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<tr>
<td>AFS 470</td>
<td>National Security Affair</td>
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<tr>
<td>&amp; AFS 401</td>
<td>and Leadership Laboratory</td>
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<td>AFS 480</td>
<td>National Security Affair</td>
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<td>&amp; AFS 402</td>
<td>and Leadership Laboratory</td>
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Course descriptions may be found in The University of Alabama undergraduate catalog.

**Army ROTC**

Army officer’s commissions are available to graduate students through the Army ROTC two-year option. A student with at least two years of full-time coursework remaining (in either graduate studies or a combination of undergraduate and graduate courses) can apply for the Advanced ROTC Program. Students will be required to take three ROTC classes each semester while completing their graduate or undergraduate studies. Advanced ROTC Program students must attend the Leader’s Development Assessment course between the first and second years of enrollment, for which they will be paid one-half the pay of a second lieutenant ($887.00). Students are paid a monthly tax-free subsistence allowance ($450.00 per month during the first year and $500.00 per month the second year) while enrolled in the Advanced ROTC Program. Full-tuition scholarships are available to qualified students who commission before age 27. To apply, contact The University of Alabama, ROTC Department, Box 870260, Tuscaloosa, AL 35487-0260; or call (205) 348-1056.

Course descriptions may be found in The University of Alabama Undergraduate Catalog.

**Readmission of Service Members**

The University complies with laws concerning readmission of service members.

A student who has been admitted to or enrolled in The University of Alabama Graduate School may ask for a military leave to fulfill a U.S. military obligation. The student should notify the Dean of the Graduate School of a call to military service and provide documentation. Upon return from military service, the student also should notify the Dean of the Graduate School of the intent to return to graduate school and provide documentation of honorable discharge.
A student called to active military duty, unless dishonorably discharged, and eligible for readmission as defined by law, will receive an extension of the degree time limit equal to the term of eligible service, with a cap on the number of years in the extension. The extension is subject to the 5-year limit as applicable to readmission provisions in the Higher Education Opportunity Act of 2008 (Section 484C of the HEA) and implementing regulations in 34 CFR Section 668.18.

Office of Disability Services

The Office of Disability Services (ODS) is the central contact point for UA students with disabilities. The goal of ODS is to ensure that University programs and services are accessible to qualified students with disabilities. ODS works with faculty and other members of the University community to provide individualized academic accommodations and support services while promoting student responsibility and self-advocacy. It is the student’s responsibility to make known a need for academic accommodations and services by (1) providing appropriate documentation of the disability to ODS, (2) formally requesting accommodations by meeting with an ODS case manager and (3) meeting with each of his/her professors to present a formal ODS accommodation letter and to discuss the implementation of the accommodations.

Disability documentation can be submitted via one of the following routes:

Mail
Office of Disability Services
The University of Alabama
1000 Houser Hall, Box 870185
Tuscaloosa, AL 35487-0185
Fax
(205) 348-0804
Email
ods@ua.edu (Please send as a PDF attachment)

Hand-delivery
Houser Hall, Suite 1000, 301 7th Avenue
For more information about services for students with disabilities, including documentation requirements, visit ods.ua.edu or call (205) 348-4285 (voice), or (205) 348-3081 (TTY). Office hours for ODS are Monday through Friday, 8:00 a.m. to 4:45 p.m.

Office of Information Technology

The Office of Information Technology (OIT) provides state-of-the-art technology services to the University of Alabama community. Faculty, staff, and students can turn to the OIT for access to and assistance with e-mail, websites, network, and much more. Visit http://oit.ua.edu for a complete overview of the Office of Information Technology services.

Student E-mail Accounts (Crimson)

All UA students have Crimson e-mail accounts automatically created for them. Crimson is a Google Apps for Education domain (crimson.ua.edu). Crimson e-mail accounts have the familiar GMAIL interface and 7 GB of storage. These accounts are used as students’ official University e-mail addresses.

Campus Internet Access

ResNet, a high-speed Internet connection on campus is available in all residence halls. All academic buildings have wireless access and there are over 6,000 wifi access points campus-wide. Additional information, including access instructions, is located at http://oit.ua.edu.

Resources for Research

Those students who need computing resources for their research are also served by OIT. As noted previously, bama.ua.edu accounts are given to all students and can provide a Unix platform for programming, statistical computing, or Web development. The University of Alabama is also a member of the Alabama Research and Education Network (AREN), which provides high-speed network access to the SGI Altix supercomputer and the Dense Memory Cluster and other network facilities. For more information about AREN local access and support, visit the Alabama Supercomputer Authority’s website. The University is also a charter member of Internet2 which connects schools and universities with a dedicated high-speed network for research.

In addition, University faculty, staff, and students may request on the OIT supported High Performance Computing (HPC) cluster, which can maintain computation speeds of 1.34 teraflops (a trillion floating point operations per second and has a storage capacity of over three terabytes). Account application forms and terms of use are online at the UAHPC site.

Research Agencies

Oak Ridge Associated Universities

Since 1946, students and faculty of The University of Alabama have benefited from its membership in Oak Ridge Associated Universities (ORAU). ORAU is a consortium of 96 colleges and universities and a contractor for the U.S. Department of Energy (DOE) located in Oak Ridge, Tennessee. ORAU works with its member institutions to help their students and faculty gain access to federal research facilities throughout the country, to keep its members informed about opportunities for fellowship, scholarship, and research appointments; and to organize research alliances among its members.

Through the Oak Ridge Institute for Science and Education (ORISE), the DOE facility ORAU operates, undergraduates, graduates, postgraduates, and faculty enjoy access to a multitude of opportunities for study and research. Students can participate in programs covering a wide variety of disciplines, including business, earth sciences, epidemiology, engineering, physics, geological sciences, pharmacology, ocean sciences, biomedical sciences, nuclear chemistry, and mathematics. Appointment and program length range from one month to four years. Many of these programs are specially designed to increase the numbers of underrepresented minority students pursuing degrees in science- and engineering-related disciplines. A comprehensive listing of these programs and other opportunities, their disciplines, and details on locations and benefits can be found in the ORISE Catalog of Education and Training Programs. ORAU’s Office of Partnership Development seeks opportunities for partnerships and alliances among ORAU’s members, private industry, and major federal facilities. Activities include faculty development programs, such as the Ralph E. Powe Junior Faculty Enhancement Awards, the Visiting Industrial Scientist Program, and various services to chief research officers. For more information about ORAU and its programs, visit the ORAU home page.

- Alabama Business Research Council
- Alabama Council on Economic Education
The following organizations also contribute to the research environment at The University of Alabama:

- Alabama Research Institute on Aging
- Animal Care Facility
- William R. Bennett Alabama International Trade Center
- J. Nicholene Bishop Biological Station
- Brewer-Porch Children’s Center
- Bureau of Educational Services and Research
- Bureau of Legal Research
- Capstone International Center
- Capstone Poll
- Cartographic Laboratory
- Center for Business and Economic Research
- Center for Current Accounting Issues
- Center for Developmental and Learning Disorders
- Center for Land Information Analysis and Mapping
- Center for Materials for Information Technology (MINT)
- Center for Public Television
- Center for Teaching and Learning
- Child Development Research Center
- Coalbed Methane Resource Center
- Critical Languages Center
- Early Childhood Learning Center
- Electron Microscope Laboratory
- English Language Institute
- Evaluation and Assessment Laboratory
- Gadsden Educational and Research Center
- Geographic Information Systems Laboratory
- Geological Survey of Alabama
- Health Research Consulting Service
- Hess Institute for Retailing Development
- Human Resources Institute
- Infant Laboratory
- Institute for Communication and Information Sciences
- Institute for the Book Arts
- Institute for Social Science Research
- Institute of Alcoholism Research and Studies Inc.
- Inter-University Consortium for Political Research
- Laboratory for Human Osteology
- Latin American Studies Program
- Legal Counsel for the Elderly
- Marine Environmental Sciences Consortium
- Marine Science Program
- Minority Culture Archives
- Moundville Archaeological Park
- National Network of State Polls
- Natural Resources Center
- Office of Archaeological Research
- Office of Educational Media
- Office of Informational Technology
- Office of Institutional Research
- Office of Sponsored Engineering Programs
- Program for Rural Services and Research
- Project ROSE
- Psychology Clinic
- Remote Sensing Laboratory
- Research Grants Committee
- RISE Program
- Small Business Development Center
- Speech and Hearing Center
- State Data Center
- Transportation Research Group
- University Child Care Services
- University of Alabama Arboretum
- University of Alabama Art Gallery
- University of Alabama Ichthyallogical Collection
- University of Alabama Press
- University of Alabama Theatre
- U.S. Bureau of Mines
- U.S. Geological Survey
- West Alabama Comprehensive Services (WACS)

Student Health Center and Pharmacy (SHC)

The University of Alabama provides high-quality and easily accessible health care for its students through the University of Alabama Student Health Center and Pharmacy (SHC). Located at the corner of 5th Avenue East and 4th Street East and adjacent to the UA tennis courts, the SHC is accredited by the Accreditation Association for Ambulatory Health Care (AAAHC). The SHC can meet most ambulatory medical needs of University of Alabama students, including women’s health, psychiatry, ADD/ADHD, medical nutrition therapy and allergy/immunization services as well as international travel medical evaluations. We provide referral services for other medical services when needed. For convenience, students may make certain SHC appointments through our Patient Portal accessible through their MyBama account. Those requiring appointments with our specialty services above should call the appointment line 205-348-2778.

For University required immunizations for all entering students, refer to www.shc.ua.edu/immunizations; these can also be obtained at the SHC. For more general information visit www.shc.ua.edu or call 205-348-6262.

For students who need to purchase health insurance, information regarding this can be found at www.uhcsonline.com and call 205-348-4086.

Tuition and Other Expenses

For a complete list of current tuition costs and an estimated student budget for the current year, visit studentaccounts.ua.edu/cost; contact The University of Alabama, Student Account Services, Box 870120, Tuscaloosa, AL 35487-0120; or call (205) 348-5350. The main office is located in 105 Student Services Center.
College/course fees will vary depending on the student’s actual course enrollment. College/course fees are listed online with applicable courses in the Web Schedule of Classes for the applicable term after logging into the MyBama account. To see the college fee rates per college, visit studentaccounts.ua.edu/college-fee-rates-by-college.

Application Fees
A nonrefundable application fee must accompany each new application for admission before it will be processed. The application fee for U.S. citizens and permanent residents is $50; for international applicants the fee is $60. Credit card payments may be made with online applications at the Graduate School’s website. After admission, no fee will be assessed for subsequent applications requesting a change of program area, change of degree objective within the program of study, or change of status from non-degree to a degree program. If a student applies but does not enroll within 12 months of the requested entrance date, a new application and an accompanying appropriate fee must be submitted.

Auditing courses
Auditing a course does not affect the rate charged for the course.

Status as an Alabama Resident
The University’s policy on residency can be found in the In-state Residency section of the University Registrar’s website.

Any questions regarding residency should be directed to the Office of the University Registrar, 206 Student Services Center, Box 870134, Tuscaloosa, AL 35487-0134 or (205) 348-2020.

Alabama resident status should not be confused with “residency” requirements for completion of doctoral degrees. Please refer to those degrees’ respective sections of the Catalog for information on residency requirements for degree purposes.

General Payment Information
Students are expected to meet all financial obligations to the University by specified due dates in order to maintain their enrollment. Payment in full or Payment Plan participation is required for a student to maintain each semester’s registration. Students who have not completed payment for a term before the bill date of the next term will lose their ability to register for subsequent terms.

Students will be notified via their @crimson e-mail when a student account bill is available to review and pay. No paper bills will be mailed. Students will log in via their myBama account to view their account activity and make payment. Instructions for making payments can be found at Make a Payment or by viewing our How to Videos.

For important dates and more information see studentaccounts.ua.edu.

Veterans Services
The Office of Veterans Services provides assistance to veterans, reservists, service persons, and eligible dependents. The office processes all certifications that must be filed with the Department of Veteran and Military Affairs before educational benefits can be received. Students must register with the Office of Veterans Services each semester to begin receiving or to continue receiving benefits. In addition to helping students apply for benefits and complete VA certifications, the Office of Veterans Services provides academic, personal, and financial referrals to students in VA programs. VA-sponsored work-study programs and tutoring are available to those who qualify. Students eligible for veterans benefits include VEAP veterans, reservists and veterans on the "New GI Bill," disabled veterans, dependents of persons who have total and permanent service-connected disabilities, and dependents of persons whose deaths were service-connected.

Information about services, application procedures, and compliance with VA requirements is available at the Office of Veterans Services, Houser Hall, Ste. 3000, or by contacting The University of Alabama, Office of Veterans Services, Box 870251, Tuscaloosa, AL 35487-0251. (205) 348-0983.

Withdrawal From the University
It is the student’s responsibility to officially withdraw from the University or from an individual course in accordance with University regulations. The Withdrawals and Leave of Absence (p. 26) section of the Undergraduate Catalog has the necessary instructions. Please visit https://studentaccounts.ua.edu/withdrawal-from-the-university/ for more information about the financial impacts of withdrawing, including information on how federal financial aid, loans, and scholarships may be impacted.

Workshop for New Graduate Teaching Assistants
Each August, the Graduate School hosts a workshop for all new graduate teaching assistants (GTAs). The program is mandatory for all new GTAs, both U.S. and international. At the Workshop for New GTAs, faculty and staff recognized for their superior teaching provide formal presentations on topics such as syllabus and course preparation, teaching with technology, leading group discussions, leading lab sessions, and important policies and legal issues for GTAs and professors alike.

Experienced GTAs recognized for superior teaching in their respective colleges lead the second day of sessions at the workshop. These "Graduate Teaching Fellows" videotape new GTAs who have each prepared a short presentation. Each GTA receives both written and oral analyses of teaching strengths and areas for improvement. The new GTAs then have the opportunity to analyze videos that show some of the most frequently occurring problems in the classroom. The Fellows engage the new GTAs in discussing important University policies such as services for students with disabilities, harassment, academic misconduct, academic grievances, and the confidentiality of student records.

All GTAs who are non-native speakers of English must also successfully complete the International Teaching Assistant Program (ITAP), conducted by the University’s English Language Institute, before they will be allowed to teach.

Capstone College of Nursing
The Capstone College of Nursing offers the following:

- Master of Science in Nursing degree for Nurse Practitioners (Family Nurse Practitioner, Psychiatric Mental Health Nurse Practitioner and a dual track Psychiatric Mental Health and Family Nurse Practitioner), Nurse Case Managers, Clinical Nurse Leaders and Nurse Administrators
- RN to BSN/MSN track for RNs who hold an associate degree or diploma in nursing
- Post-master’s certificate in Nursing Case Management
• Post-graduate certificates with Family Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner specialties
• Doctor of Nursing Practice (DNP) degree to prepare graduates to function at the highest level of nursing practice
• The Doctorate of Education in Instructional Leadership for Nurse Educators is an interdisciplinary program of study which offers courses from the College of Education and the Capstone College of Nursing. This program prepares nurses for faculty positions in colleges and universities as nurse educators, scholars, researchers, policymakers and institutional leaders.

• Degree Programs
  • Nursing (MSN) (p. 68)
  • Nurse Educators (Ed.D.) (p. 66)
  • Doctor of Nursing Practice (DNP) (p. 62)

• Certificate Programs
  • Nursing Case Management (p. 67)
  • Family Nurse Practitioner (p. 65)
  • Psychiatric Mental Health Nurse Practitioner (p. 72)

Nursing Courses

NUR501 Theoretical Models for Advanced Nursing Practice with Rural Populations
Hours 3
This course is intended to advance the role of theory in knowledge development and its relationship to nursing research, practice, and administration. Students will develop critical theoretical analytical skills using selected grand and middle range theories within the discipline of nursing and theoretical work from other disciplines. Specifically, the content will examine the development of nursing theory, including relevant nursing theories such as rural nursing theory, complexity theory, synergy theory, adult learning theories, among others. Theory is understood as essential to nursing science and based on culturally competencies and ethical principles.
Prerequisite(s): Admission to MSN Program
Prerequisite(s) with concurrency: NUR 529 and NUR 503

NUR502 Issues in Community Health for Rural Populations
Hours 2
Students will examine selected issues that affect community health care for rural populations for nursing roles in case management or as a clinical nurse leader. The organization and financing of health care for rural populations will receive considerable attention. The advanced practice nurse case manager or clinical nurse leader student will gain understanding of the development of health care policy and the ethical, political, economic, sociocultural, and technological forces influencing the delivery of care.

NUR503 Nursing Informatics in Healthcare
Hours 3
This required course focuses on the ethical management of data, information, knowledge, and technology to communicate and deliver safe quality healthcare within and across various healthcare settings. This course incorporates the concepts of nursing science, computer science and information science with information technology tools commonly found in practice. Students are introduced to the nursing informatics specialty and the use of technology to augment nursing care delivery and patient safety.
Prerequisite(s): Admission to MSN Program
Prerequisite(s) with concurrency: NUR 501 and NUR 529

NUR504 Rural Health Inter-Professional
Hours 2
The focus is on working with inter-professional educational teams to meet the complex and multidimensional needs of Veterans and rural populations.
Prerequisite(s): none

NUR505 Advanced Health Assessment
Hours 3
This course will assist the graduate nursing student to further develop health assessment skills for obtaining and recording a systematic health history as well as advanced holistic health assessment of individuals across the life span.
Prerequisite(s): Admission to MSN Program
Prerequisite(s) with concurrency: NUR 501 and NUR 503 and NUR 529

NUR510 Basic Concepts of Teaching Diabetes Self-Management Techniques
Hours 3
This online elective course is open to any graduate student in the health or social sciences. The course focuses on: Diabetes Self-Management Techniques (DSMT) and instructs the provider in what manner to impart information that has immediate application for people living with diabetes. The course focuses on application of clinical guidelines for exercise and fitness, nutrition and diet, and the techniques, products, and strategies that help patients learn diabetes self-management techniques that empower them to take charge of their well-being and live healthier lives.
Prerequisite(s): Premission by Instructor

NUR511 Advanced Practice Nursing: Issues in the Care of Older Adults
Hours 3
This is a elective graduate nursing course. The focus of this course is to delve into multiple issues of concern for all older adults and their families. By exploring the greatly varied expectations for well and complicated aging, the student will develop an appreciation for the vast array of issues affecting older adults and the multiple transitions they experience.

NUR515 Writing For Publication
Hours 3
Admission to the MSN program. This elective course focuses on graduate nursing students developing skills in writing and submitting a manuscript for publication in a refereed journal. The process of writing a manuscript from the initial idea to submission of a publishable manuscript will be included.
NUR518 Social Media for Healthcare
Hours 3
This elective course focuses on the use of social media programs and applications within the healthcare setting. This course will equip healthcare providers with the knowledge and skills needed to effectively use social media within their professional settings. Students will be introduced to social media literacy, social media software, and health 2.0. Also, students will discuss guidelines related to social media use within the healthcare setting.

NUR520 Evidence-Based Practice Role and Processes for Case Manager
Hours 4
This course includes the professional role of the nurse case manager with rural populations across the lifespan. Emphasis is on the influence of nurse case managers on person(s) outcomes at the systems level. Students will assess complex person(s) demands; plan coordinated, multidisciplinary, evidence-based collaborative approaches to care; and appraise strategies for evaluation of person(s) outcomes.
Prerequisite(s): NUR 501 and NUR 503 and NUR 505 and NUR 521
Prerequisite(s) with concurrency: NUR 581 and CHS 520 and NUR 522

NUR521 Advanced Pharmacology
Hours 3
This course will assist the graduate nursing student to further develop knowledge of evidence-based clinical pharmacology. Course content will include basic principles of pharmacology as they apply to drug therapy across the lifespan. A prototype approach will be used to present content covering selected drugs affecting the peripheral nervous system, central nervous system, cardiovascular system, renal system, endocrine system, immune system, musculoskeletal system, respiratory system, gastrointestinal system, and chemotherapy for infection and cancer.
Prerequisite(s): Admission to MSN Program
Prerequisite(s) with concurrency: NUR 501 and NUR 503 and NUR 529

NUR517 Graduate Independent Study
Hours 1-4
No description available

NUR517 Graduate Independent Study

NUR522 Human Relations Management
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Hours 3
Focuses on establishing relationships with clients and families, group dynamics, team building, leadership and management skills, negotiation, human diversity in health and illness, conflict management, and rural health issues relevant for case management of rural populations and the clinical nurse leader role. Writing proficiency within this discipline is required for a passing grade in this course.
Prerequisite(s): NUR 505

Writing

NUR524 Legal and Ethical Issues in Healthcare
Hours 3
This course deals with recognition and analysis of the legal and ethical issues facing healthcare professionals and administrators. Building on theories and processes from business, medicine, nursing and other disciplines, students will develop a systematic approach to resolving ethical and legal conflicts.

NUR525 Evidence-Based Practice Role and Processes for the CNL
Hours 4
This course describes the professional role of the clinical nurse leader (CNL) with rural populations across the lifespan. Emphasis is on the influence of the CNL on person(s) outcomes at both the microsystem level. Students will assess complex person(s) demands, plan coordinated, multidisciplinary, evidence-based collaborative approaches to person(s) care, and appraise strategies for evaluation of person(s) outcomes.
Prerequisite(s): NUR 501 NUR 503 NUR 505 NUR 521
Prerequisite(s) with concurrency: CHS 520 and NUR 581 and NUR 522

NUR526 Evidence-Based Practice Roles and Processes for Nurse Practitioners
Hours 4
This course includes the professional role of the nurse practitioner with rural populations across the lifespan. Emphasis is on the influence of nurse practitioners on outcomes at the systems level related to rural populations. Students will assess complex demands; plan coordinated, multidisciplinary, evidence-based collaborative approaches to care; and appraise strategies for evaluation of outcomes.
Prerequisite(s): NUR 501, NUR 503, NUR 505, and NUR 521

NUR527 Evidence-Based Practice Roles and Processes for Nurse Administrators
Hours 4
This course explores the professional role of the nurse administrator. Emphasis is on the influence of nurse administrator on outcomes at the systems level and as related to rural healthcare systems and populations. Students will assess complex system and healthcare facility demands; plan coordinated, multidisciplinary, evidence-based collaborative approaches to systems of care at the administrative level; and appraise strategies for evaluation of outcomes related to or affect by the nurse administrator role.
Prerequisite(s): NUR 501 and NUR 503
Prerequisite(s) with concurrency: NUR 522 and CHS 520 and NUR 581 and NUR 537 and or by permit
NUR529 Advanced Pathophysiology
Hours 3
This course will explore the biologic basis of disease at the cellular, organ and system level with an emphasis on applications for health professionals. It is a required course in the MSN curriculum of the Capstone College of Nursing and may be taken as an elective by graduate biology majors with an interest in health professions based on space available.
Prerequisite(s): Admission to MSN Program
Prerequisite(s) with concurrency: NUR 501 and NUR 503

NUR530 Case Management Practicum
Hours 3,6
This course focuses on the application of the nurse case manager's functions of assessing, planning, intervening, monitoring, and evaluating health care in rural communities. Emphasis is placed on implementing a coordinated, evidence-based, interdisciplinary, collaborative, integrated, and cost effective approach to health care with rural populations. Web-based conferences will assist students in the exploration and application of case management issues in self-selected clinical experiences.
Prerequisite(s): NUR 520
Prerequisite(s) with concurrency: NUR 580 and NUR 502

NUR531 Nursing Faculty Roles and Responsibilities
Hours 3
This online course will provide an introduction to the roles and responsibilities of nursing faculty. This course will prepare students to participate in the processes of designing, implementing, and evaluating a nursing curriculum. This course will include roles and responsibilities of faculty in teaching, scholarship, service, and practice.

NUR532 Instructional Media for Nursing Education
Hours 3
This course will provide students with an overview of instructional technology and media that can be used in undergraduate and graduate level instruction in nursing education programs. This course will provide students with skills to begin on site and online instruction. It will explore the use of computers, software, models, simulators, and other instructional media.
Prerequisite(s): AIL 600 and AIL 602
Prerequisite(s) with concurrency: AIL 600 and AIL 602

NUR535 Clinical Immersion Experience
Hours 3,6
This course focuses on the application of the clinical nurse leader's functions of assessing, planning, intervening, monitoring, and evaluating health care in rural communities. Emphasis is placed on implementing a coordinated, evidence-based, interdisciplinary, collaborative, integrated, and cost effective approach to health care with rural populations. Web-based conferences will assist students in the exploration and application of care management issues in self-selected clinical experiences.
Prerequisite(s): NUR 525
Prerequisite(s) with concurrency: NUR 580 and NUR 502

NUR537 Nurse Administrator: Practicum I
Hours 4
This course provides the opportunity to experience the role of nurse administrator. An individualized nursing administration practicum in a specific area of clinical emphasis is chosen by the student, and monitored by the faculty and clinical preceptor. Competencies that govern the role of the nurse administrator are explored in depth. Students will focus on the context for enacting the role of nurse administrator in a healthcare delivery system, and how rurality and related concepts may affect this role. Students engage in a reflective discussion of nursing administration issues and experiences in the didactic portion of this course. This course requires completion of 180 hours of clinical practicum experience.
Prerequisite(s): NUR 501 and NUR 503
Prerequisite(s) with concurrency: NUR 502 and NUR 527 and Or by permit

NUR538 Nurse Administrator: Practicum II
Hours 4
This course was designed as the second part of a two part nurse administrator practicum series. It will address core competencies of the nurse administrator through one hour of didactic material and three hours of clinical practicum. Students will have an intensive clinical immersion experience that fully embraces the various roles, functions and expectations of the successful nurse administrator in today's dynamic healthcare environment. The clinical preceptor experience established in NUR 537: Nurse Administrator Practicum I will be continued as students will have the opportunity to build upon previously learned concepts to fully integrate and apply them in practice. Students will be expected to complete 180 clock hours of relevant clinical practicum experience with an approved preceptor.
Prerequisite(s): NUR 501, NUR 502, NUR 503, NUR 527, and NUR 537

NUR540 Nurse Educator Practicum
Hours 3-6
This course focuses on the application of the nurse educator's functions of assessing, planning, intervening, monitoring, and evaluating nursing education in the academic environment. Emphasis is placed on implementing a coordinated, interdisciplinary, collaborative, technologically appropriate and integrated approach to nursing curriculum, design, implementation and evaluation. Web-based conferences will assist students in the exploration and application of teaching and learning issues in self-selected academic experiences.
Prerequisite(s): NUR 531 and NUR 532
Prerequisite(s) with concurrency: NUR 531 and NUR 532

NUR557 Health Care in Mexico
Hours 3
The purpose of this Summer Study Abroad course is to expose students in various disciplines to health care across the lifespan in Mexico. The course will focus on Mexican health concepts, health care delivery, and health policy.
NUR580 Fiscal Resource Management
Hours 3
This course addresses principles of fiscal resources management and their application to case management or clinical nurse leader role. Concepts include cost analysis, budgeting, contract development, financial aspects of program development and evaluation, and cost accounting and tracking for rural populations.
Prerequisite(s): CHS 520 and NUR 581
Prerequisite(s) with concurrency: NUR 505

NUR581 Research and Statistics for Health Professional
Hours 3
This course prepares students to evaluate research methods, designs, instruments, and statistics used in health research. Research ethics, outcomes research, and evidence-based practice are explored. Students will critique research literature and prepare a research overview relevant to their practice area.
Prerequisite(s): NUR 501 and NUR 503 and NUR 529
Prerequisite(s) with concurrency: CHS 520

NUR582 Psychiatric Treatment Modalities
Hours 2
This course provides a theoretical basis to help the nurse practitioner student determine, select, implement, and evaluate different types of psychiatric treatment modalities for persons across the lifespan, who are experiencing a psychiatric illness. Admission in Nurse Practitioner concentration.
Prerequisite(s): Admission in Nurse Practitioner Concentration
Prerequisite(s) with concurrency: NUR 585

NUR585 Mental Health for Rural Families I
Hours 4
In this course, the student will learn how to critically appraise theoretical approaches for psychotherapeutic interventions with both individual patients and families in rural areas. This course provides a theoretical basis for advanced practice in Psychiatric Mental Health Nursing.
Prerequisite(s) with concurrency: NUR 586

NUR586 Primary Care for Rural Families I
Hours 4
This course provides a theoretical basis for advanced practice in primary care interventions with individual patients and families in rural areas. Course will include selected theories and models and role functions for primary care with diverse rural populations.
Prerequisite(s) with concurrency: NUR 585

NUR587 Mental Health for Rural Families II
Hours 4
Provides the student with an understanding of the treatment of psychopathology. In addition, the role of the advanced psychiatric mental health nurse in the assessment, diagnosis, and treatment of patients and families in rural settings will be explored.
Prerequisite(s): NUR 585 and NUR 586
Prerequisite(s) with concurrency: NUR 588

NUR588 Primary Care for Rural Families II
Hours 4
Provides the student with an understanding of the healthcare needs of rural residents. In addition, the role of the advanced primary care nurse in the assessment, diagnosis, and treatment of patients and families in rural settings will be explored.
Prerequisite(s): NUR 585 and NUR 586
Prerequisite(s) with concurrency: NUR 587

NUR589 Mental Health Residency for Rural Families
Hours 3
Prerequisite(s) with concurrency: NUR 587

NUR590 Primary Care Residency for Rural Families
Hours 3
Prerequisite(s) with concurrency: NUR 587

NUR595 Pharmacotherapeutics
Hours 3
This course provides the students with the opportunity to explore issues in pharmacotherapeutics which affect clinical management of individuals and rural populations. Issues to be explored included: evidence-based and cost-effective strategies; traditional and alternative interventions; technological advances in the development, distribution and administration of pharmacotherapeutics; legal issues; and, new developments in clinical pharmacology.

NUR620 Curriculum Theory & Practice
Hours 3
This is primarily an online, web-based course. It critically examines historical and contemporary discourses necessary to understand curriculum as a synergetic field of study and an area of professional practice. Factors related to organizing curriculum will be considered based on analysis, interpretation and synthesis of contextual data. Students will determine directions, outcomes, and goals for curriculum and course design. Methods for curriculum evaluation and a dashboard for successful implementation will be emphasized. Students will demonstrate their ability to develop and critique curriculum in the context of instruction through reflection, observation, documentation, and descriptive analysis and to relate ethical, moral, and social justice concerns to curriculum practice.
Prerequisite(s): NUR 531
NUR661 Major Trends & Issues in Higher Education & Nursing
Hours 3
This course is developed for EdD nursing students to analyze current
issues and trends impacting educational organizations and leaders of
those organizations.

NUR696 Doctoral Seminar in Research
Hours 3
Students are expected to utilize knowledge from quantitative
methodology and statistics in this course. The seminar will provide
students with opportunities to synthesize knowledge gained in this
and other courses in order to address topics of for research in nursing
education.

NUR700 Clinical Data Management and Analysis
Hours 3
This required course provides students with the knowledge base to
understand, collect, manage, and measure clinical data. Students
will explore data collection and management processes, levels of
measurement, basic statistics, and measurement for improvement in
order to effectively use clinical data. Data entry exercises employed
through analytical tools and statistical software packages will allow the
students practice and apply the basic data management and analysis
skills needed for the evaluation of clinical data and evidence-based
practice.
Prerequisite(s): Admission to DNP Program
Prerequisite(s) with concurrency: NUR 701

NUR701 Writing for Publication
Hours 3
This course concerns the development of skills in writing, editing, and
preparing manuscripts for publication from initial idea to submission
of a publishable manuscript. The course emphasizes a writing process
that encourages productivity and collegial peer review. Legal and
ethical aspects of authorship prepare students for responsible practices
expected of scholars. Students should have mastered basic writing
skills, e.g., grammar, syntax, and computer skills, prior to enrolling in this
course.
Prerequisite(s): Admission to DNP Program
Prerequisite(s) with concurrency: NUR 701

NUR717 DNP Independent Study - Special Topics
Hours 1-4
The independent study option provides an opportunity for students
to identify, structure, implement and evaluate learning experiences
consistent with personal learning needs and career plans that are in
addition to the current curriculum.

NUR729 Evidence-Based Practice Design and Translation
Hours 3
The purpose of this course is to provide students with models for
evidence-based practice (EBP) design and improvement translation.
Students learn to formulate clinical questions in answerable format, and
search for and identify best research evidence. The focus of the course
is to evaluate and critically appraise evidence for rigor and applicability
to the clinical problem and is designed to improve clinical outcomes.
Students will translate the evidence into practice environments for safe,
quality care. Students will gain access to information that will support
optimal clinical decision-making. Improvement translation sciences will
also be introduced.
Prerequisite(s): NUR 700

NUR731 Philosophical, Theoretical, and Conceptual Foundations for
Advanced Practice Nursing
Hours 3
This required core course for the Doctor of Nursing Practice program
provides an understanding of the use of theory and conceptual
foundations to guide the complexity of specialty nursing practice at
the doctoral level. The content is derived from the philosophical and
scientific underpinnings of nursing, natural, and psycho-social sciences.

NUR732 Design & Stat Meth APN
Hours 3
This required course for the Doctor of Nursing Practice program provides
the student with the basis to search, retrieve, and manipulate statistical
data. The focus of this course is on quantitative methodologies, research
design, and data analysis. The content provides essential knowledge for
the evaluation of research to guide evidence-based nursing practice at
the highest level.

NUR733 Informatics for Advanced Practice Nursing
Hours 3
This required course focuses on the collection, organization, analysis,
and dissemination of information in nursing and health care. Students are
introduced to the specialty of nursing informatics, the information system
life-cycle, telemedicine, and the use of technology to enhance nursing
care delivery and patient safety. Also, students learn how to design, use,
and manipulate large and small patient databases for the analysis of
patient outcomes.

NUR734 Advanced Experiential Clinical Course
Hours 1-7
This course is designed to validate Master’s level competencies in clinical
and organizational leadership. The course is required for post-master’s
DNP students who are graduates of programs in nursing with less than
500 clinical hours.

NUR735 Population Health in Advanced Practice Nursing
Hours 3
This required course for the Doctor of Nursing Practice program prepares
the student to implement specialty population-based disease prevention
and health promotion activities to achieve national and international
goals of improving worldwide health status. The course focuses on a
spectrum of issues affecting health, which include emerging infectious
diseases, emergency preparedness, disparities in health and healthcare
services, and the impact of behavior and lifestyle choices on health.
NUR737 Interdisciplinary Leadership and Role Development for Practice Excellence
Hours 3
This required course in the Doctor of Nursing Practice program prepares students for organizational and systems leadership and knowledge and skills critical to role development in independent and inter and intra-disciplinary practice. Content includes communication, conflict resolution, collaboration and negotiation, leadership, and team functioning to maximize success in the establishment of safe, effective patient-centered care in complex environments.

NUR738 Scholarly Project Development
Hours 3
This required course is designed to assist the student in selecting an area of interest within a practice specialization, and in demonstrating professional competencies related to an area of interest. The student will document previously acquired abilities and competencies in a professional portfolio. Students will participate in the seminar to obtain guidance, be involved in discussion, and receive peer suggestions about the portfolio and practice plans.

NUR739 Scholarly Practice Project
Hours 1-7
This required course is the capstone clinical course in all advanced practice tracks. The student presents evidence of achievements and competencies in a professional portfolio. The practice residency is completed in a specialty area of the student's choice. One credit hour of each semester of the residency is devoted to classroom seminar. The seminar focuses on the aspects of the final practice project and interventions that promote health, prevent illness and disability, and alleviate health disparities. Small group sessions are formed for students who are at similar stages of completion of the course requirements. The final project is selected and planned by the student and the advisor and is implemented during this course. The student completes the project, evaluates the outcomes, disseminates the findings, and makes a formal scholarly presentation to faculty and peers.

NUR740 Health Policy & Politics: Implications in Health Care
Hours 3
This required course in the Doctor of Nursing Practice program focuses on the basic principles of health policy and the influence of the political process as a systematic approach to health care in the United States and internationally. The course prepares students to assume complex leadership roles in order to advance specialty practice and health. This course focuses on the unique challenges of engaging and influencing health care policy in the U.S. and internationally. It is designed to develop skills, techniques, and approaches to the critical analysis of health policy proposals, health policies, and related issues from the perspective of consumers, nursing, other health professions, and other stakeholders in policy and public forums. The health policy framework is analyzed from a governmental, institutional, and organizational perspective.

NUR742 Program Evaluation and Methods
Hours 3
The purpose of this course is to synthesize knowledge related to translational/implementation science models and strategies to improve health outcomes. The emphasis in the course is the use of program evaluation as a strategic planning tool to achieve positive changes in health status, to initiate quality improvement, to engage in risk anticipation, management and to facilitate organizational and system level changes.
Prerequisite(s): NUR 700 NUR 729 NUR 743

NUR743 Evidence Based Practice Strategies
Hours 3
NUR 743 is a required core Doctor of Nursing Practice Program course, which expands on foundational evidence-based practice concepts to refine a problem statement and derive a searchable and answerable clinical question. Content includes conducting a systematic review of the literature to guide the selection of methods, strategies, tools and metrics needed to complete a successful scholarly project. The course also addresses targeted strategies for disseminating evidence associated with scholarly projects.
Prerequisite(s): NUR 731 NUR 729

Faculty
Dean
Suzanne S. Prevost, PhD, RN, COI
Senior Associate Dean
Robin M. Lawson, DNP, CRNP, ACNP-BC, NP-C, CCRN
Assistant Dean
Alice L. March, PhD, RN, FNP, CNE
Graduate Recruitment and Retention Liaison
Vickie L. Samuel
Program Assistant
Christina Horen

Doctor of Nursing Practice (DNP)

The DNP is a practice doctorate in nursing which prepares graduates to function at the highest level of nursing practice. Entry into the program is available every fall. Graduates of the DNP program focus on providing care with an emphasis on improving quality and access to underserved and diverse populations. Graduates employ abilities and skills in these areas to advocate for reasonable, rational and data-driven health regulations, standards and practices; sustain collaborative and strategic relationships; promote innovative, effective health care programs; and form partnerships with diverse groups to address health disparities.

Two pathways to the DNP degree are available, post-baccalaureate and post-masters. The post-baccalaureate pathway admits BSN prepared nurses to the DNP program for a dual nurse practitioner specialization in Psychiatric Mental Health and Family Nurse Practitioner and is currently available to Alabama and Mississippi residents only. The post-masters DNP pathway admits advanced practice nurses (nurse practitioners, nurse anesthetists, nurse midwives, and clinical nurse specialists) and nurse executives. Certification in one of the roles listed is required prior to completing 12 credit hours in the program.

The DNP curriculum includes the development of a practice improvement project. This scholarly project is designed to synthesize scholarship in an advanced practice specialty or an area of health care leadership,
Admission Requirements for the Post-Baccalaureate Doctor of Nursing Practice

Admission requirements are consistent with those of the Graduate School. Applicants for the Doctor of Nursing Practice (DNP) will be considered on a competitive basis. The following are requirements for admission:

1. For unconditional admission, a grade point average of at least 3.0 overall (based on a 4.0 grading scale) or 3.0 for the last 60 semester hours of undergraduate work is required.
2. For conditional admission, a grade point average of at least 2.5 overall (based on a 4.0 grading scale) for undergraduate work, and a score of at least 300 on the revised Graduate Record Exam (GRE) OR at least in the 40th percentile on the Miller Analogies Test (MAT) is required.
3. Baccalaureate degree in nursing from an accredited school of nursing.
4. Current unencumbered RN licensure in Alabama or Mississippi.

Note: Currently, only residents of Alabama and Mississippi are eligible for admission to the post-baccalaureate DNP pathway.

Admission Requirements for the Post-Master's Doctor of Nursing Practice

Admission requirements are consistent with those of the Graduate School. Applicants for the Doctor of Nursing Practice (DNP) will be considered on a competitive basis. The following are requirements for admission:

1. Current unencumbered RN licensure in a state approved for admission. Click Here to view the states from which the College of Nursing accepts applications for admission.
2. Master’s degree in nursing in an advanced nursing practice area (nurse practitioner, clinical nurse specialist, nurse midwife, or nurse anesthetist) from a regionally and CCNE or NLN accredited school of nursing. Students who have a master’s degree in nursing in an area other than advanced practice may request to have their application evaluated to determine if they meet requirements for admission to the DNP program.
3. Advanced practice national certification or eligibility to sit for advanced practice national certification, and must pass certification exam prior to completing 12 credit hours of DNP coursework. Students who are not yet certified will only be considered for conditional admission.
4. A 3.0 grade point average, based on a 4.0 system in a completed graduate degree.

See the Admission Criteria section of this catalog for more information.

The Doctor of Nursing Practice degree will be awarded to the student who has met the following requirements:

- GPA of 3.0 or higher
- good standing at the time of graduation
- successful completion of the scholarly project
- successful completion of the required coursework and scholarly project hours/ practice immersion experience
- attendance at one (1) DNP Intensive during program.

Transfer of Credit

Acceptable graduate credit, earned in a regionally and CCNE or NLN accredited institution in which the student was enrolled in the graduate school, may be transferred and applied to the requirements for a doctoral degree. Only credit that was earned during the six-year period (18 fall, spring, and summer semesters) preceding admission to the DNP program may be considered for transfer. Evaluation of credit for transfer will not be made until the student has enrolled in the Graduate School of The University of Alabama. Credit will not be accepted from any institution at which the student failed to achieve a “B” average on all graduate work attempted. A student initiates at the Office of the Graduate School the request for evaluation of graduate credit obtained at another institution. The student must also ensure that the Office of the Graduate School has an official (not faxed or copied) transcript of the credit involved. With the approval of the student’s department and the Dean of the Graduate School, a maximum of 3 hours of elective credit may be transferred from another institution. Consideration of credit does not guarantee its transfer.

Clinical Hours for Degree Completion

A minimum of 1000 post-baccalaureate practice hours are required for completion of the DNP degree. Students who do not have sufficient clinical hours will be required to complete additional clinical hours as determined by the Assistant Dean of the Graduate Programs prior to the beginning of DNP courses. In such cases, 60 clinical hours are the equivalent of 1 semester credit hour.

Time Limit for Doctoral Study

Doctoral programs of study may include appropriate coursework that has been earned no more than six years (18 consecutive fall, spring, and summer semesters) prior to the date of the student’s admission to the doctoral program. All degree requirements must be completed within seven years (21 consecutive fall, spring, and summer semesters) of the date of the student’s admission to the doctoral program.

Residency/Immersion

The DNP program has a practice-based residency/practice immersion experience. The student fulfills the experience requirement while satisfactorily completing the practice-focused, comprehensive, scholarly project in the final semester of the program. NUR 739 Scholarly Practice Project is a 7 credit hour course (420 clinical hours)

Additional information is in the Degree Requirements section below.

Curriculum

The post-masters DNP program can be completed in a minimum of five semesters of full-time study and a minimum eight semesters of part-time study.
### Post-Masters Doctor of Nursing Practice Program

#### Full-time Post-masters Program of Study

<table>
<thead>
<tr>
<th>First Year</th>
<th>Fall</th>
<th>Hours</th>
<th>Spring</th>
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<tbody>
<tr>
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<td>3 NUR 735</td>
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<tr>
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<td>3 NUR 743</td>
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<tr>
<td>NUR 737</td>
<td>3 NUR 740</td>
<td>3 NUR 741 (1 didactic; 2 clinical (120))</td>
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#### Second Year

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### Part-time Post-masters Program of Study

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<td>3 NUR 738 (1 didactic; 2 clinical (120))</td>
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<td>NUR 737</td>
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#### Total Hours: 40

A minimum of 7 credit hours in NUR 739 Scholarly Practice Project is required to complete the Scholarly Project. If NUR 739 requirements are not satisfied by completion of 7 credit hours, then the student must enroll in subsequent semesters for at least 1 credit hour of NUR 739 until project completion/graduation. At least 1 hour of NUR 739 is required the semester the student will graduate.

### Post-Baccalaureate Doctor of Nursing Practice Program

#### Sample Post-Baccalaureate Program of Study - Dual Psychiatric Mental Health and Family Nurse Practitioner

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<th>Summer</th>
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<td>3 NUR 739 (2 didactic; 2 clinical (120-180))</td>
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<tr>
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#### Fifth Year

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#### Total Hours: 76-80

### Sample Post-Baccalaureate Program of Study - Psychiatric Mental Health Nurse Practitioner

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<tr>
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### Total Hours: 40
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Total Hours: 6

### Third Year

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Total Hours: 6

### Fourth Year

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<tr>
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<td>NUR 739 (Clinical (120))</td>
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<tr>
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Total Hours: 6

### Sample Post-Baccalaureate Program of Study - Family Nurse Practitioner

#### First Year

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Total Hours: 64

### Family Nurse Practitioner Certificate

Currently only residents of Alabama and Mississippi are eligible for the Nurse Practitioner certificate.

The nurse practitioner post-graduate certificate program builds on the graduate level nursing competencies and knowledge base. Nurses who are already prepared at either the master’s or doctorate level for roles such as case managers, clinical nurse leaders, nurse administrators, certified nurse-midwives, certified registered nurse anesthetists, clinical nurse specialists and nurse practitioners may apply for the post-graduate certificate program with advanced specialization as a family nurse practitioner. Students in the post-graduate certificate program will enroll in existing nurse practitioner population-focused courses, but they will not be required to complete master’s graduate nursing core courses, such as informatics or theory, or direct care core courses (e.g., advanced pathophysiology [across the lifespan], advanced health assessment [across the lifespan], and advanced pharmacology) if they were completed in a prior master’s or doctorate program.

### Admission Requirements for the Nurse Practitioner Post-Graduate Certificate

Admission requirements are consistent with those of the Graduate School. Applicants for the nurse practitioner post-graduate certificate will be considered on a competitive basis. Nurses who are interested in the nurse practitioner post-graduate are encouraged to contact the Capstone College of Nursing (CCN) Graduate Recruitment and Retention Liaison.

Currently only residents of Alabama and Mississippi are eligible for the Nurse Practitioner certificate.

The following are requirements for admission:

- For unconditional admission, a grade point average of at least 3.0 overall (based on a 4.0 grading scale) or 3.0 for the last 60 semester hours of undergraduate work is required.
- For conditional admission, a grade point average of at least 2.5 overall (based on a 4.0 grading scale) for undergraduate work, and a score of at least 300 on the revised Graduate Record Exam (GRE) OR at least in the 40th percentile on the Miller Analogies Test (MAT) is required.
- Baccalaureate degree in nursing from an accredited school of nursing is required.
- Current unencumbered RN licensure in the United States is required.

### Post Graduate Certificate: Family Nurse Practitioner Sample Program of Study

#### Summer 1

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<tr>
<td>NUR 586</td>
<td>Primary Care for Rural Families I (2 didactic; 2 clinical (150))</td>
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Fall 1
NUR 588  Primary Care for Rural Families II (2 didactic; 2 clinical (150))  4

Credit Hours Subtotal:  4

Spring 1
NUR 590  Primary Care Residency for Rural Families (3 clinical (225))  3

Credit Hours Subtotal:  3

The student's transcripts will be assessed for the following course. In absence of transcript credit, the courses must be completed.

NUR 501  Theoretical Models for Advanced Nursing Practice with Rural Populations  3
NUR 502  Issues in Community Health for Rural Populations  2
NUR 503  Nursing Informatics in Healthcare  3
NUR 505  Advanced Health Assessment  3
NUR 521  Advanced Pharmacology  3
NUR 522  Human Relations Management  3
NUR 529  Advanced Pathophysiology  3
NUR 580  Fiscal Resource Management  3

Nurse Educators, Ed.D.

The UA College of Education and the Capstone College of Nursing offer a Doctorate of Education (EdD) in Instructional Leadership for Nurse Educators. The program is designed to prepare practicing nurses for nursing faculty positions. Graduates are prepared to teach nursing in two- or four-year colleges and universities in their area of expertise.

Nurses who have an MSN degree enter the EdD program to earn an EdD in Instructional Leadership for Nurse Educators. Coursework including the dissertation for the EdD program can be completed in four years of full-time study.

The curricula for the EdD for Nurse Educators support the competencies stated by the National League for Nursing (NLN) in The Scope of Practice for Academic Nurse Educators.  


Doctor of Education Program Planning

See the College of Education (p. 321) and Instructional Leadership (p. 338) sections of this catalog for additional policies and procedures relevant to the EdD for Nurse Educators program.

Admission Requirements for EdD for Nurse Educators

Admission requirements are consistent with those in the Admission Criteria section of this catalog. Applicants for the EdD for Nurse Educators degree programs will be considered on a competitive basis. Nurses who are interested in the programs are encouraged to contact the Nurse Educator Coordinator of Student Recruitment or the Assistant Dean of Graduate Programs (ADGP). The following are minimum requirements for admission:

1. For regular admission, a grade point average of at least 3.0 overall (based on a 4.0 system) or 3.0 for the last 60 semester hours of graduate work. In addition to grade point average, applicants must have a score of at least 300 on the Graduate Record Examination (GRE) general test or at least the 50th percentile on the Miller Analogies Test (MAT). No GRE/MAT needed if applicants have worked 5 years post MSN.

2. For conditional admission, applicants must either meet the minimal grade point average of at least 3.0 overall (based on a 4.0 system) or must have a score of at least 300 on the Graduate Record Examination (GRE) general test or at least the 50th percentile on the Miller Analogies Test (MAT).

3. Current unencumbered RN licensure in the United States

4. An MSN from an accredited school of nursing is required for the EdD program.

Additional application information is located in the Admission Criteria section below.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

The degree of the Doctor of Education (EdD) in Instructional Leadership for Nurse Educators will be awarded to the student who has met the following requirements:

• GPA of 3.0 or higher
• good standing at the time of graduation
• successful final oral defense of the dissertation
• successful completion of the required coursework and dissertation hours

When EdD requirements are completed, the student will submit an application for the EdD degree and pay existing fees in accordance with Graduate School policies. Links to relevant forms are below:

Admission to Candidacy for the Doctoral Degree

Admission to Candidacy

Admission to the Graduate School does not imply admission of a student to candidacy for a degree. Admission to candidacy is contingent upon the recommendation of the program faculty and the approval of the graduate dean. The EdD student must apply for candidacy after all coursework listed on program of study has been completed, comprehensive exams have been successfully passed, and dissertation prospectus has been successfully defended. Approval will depend on:

• the quality of the applicant's graduate work prior to the time the application is made (see the Degree Requirements in this catalog);
• the removal of any special conditions; and
• the certification of the Assistant Dean of Graduate Programs (ADGP) that the student is well qualified to continue work toward a degree.

Complete the Admission to Candidacy for the Doctoral Degree form for the EdD and submit it to the Educational Leadership, Policy & Technology Studies department in the College of Education. The department-approved candidacy form will be forwarded to the Graduate School for final approval.

Time limit for doctoral study

Doctoral programs of study may include appropriate coursework that has been earned six years prior to the date of the student’s admission to the doctoral program. All degree requirements must be completed within seven years of the date of the student’s admission to and
enrollment in the doctoral program. Additional information is in the Degree Requirements section below.

**Curriculum**

Coursework including dissertation for the EdD for Nurse Educators programs can be completed in four years.

EdD Sample Program of Study – subject to revision

**First Year**

<table>
<thead>
<tr>
<th></th>
<th>Fall</th>
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<th>Spring</th>
<th>Hours</th>
<th>Summer</th>
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<td>AIL 604 (online)</td>
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**Second Year**

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<td>BEF 641</td>
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<td>3 BEP 541</td>
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**Third Year**

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<th>Hours</th>
<th>Summer</th>
<th>Hours</th>
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<td>AEL 699</td>
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<tr>
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<td>3 AHE 610</td>
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<td>Comprehensive Exams</td>
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**Fourth Year**

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<tr>
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<td>AEL 699</td>
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</tbody>
</table>

**Total Hours: 73**

**Nursing Case Management Certificate**

*Click here to view the states from which the Capstone College of Nursing currently accepts applications for admission.*

The post-master’s certificate program in Nursing Case Management, which is based on the MSN program, is designed to prepare nurses to practice as case managers for rural populations. Nurses who are already prepared at the master’s level for roles such as nurse practitioners, clinical specialists or nurse administrators and who need case management knowledge and expertise to enact the nurse case manager role can apply for the post-master’s certificate program. Students in the post-master’s certificate program will enroll in the existing case management courses, but they will not be required to complete the nursing core courses, such as research and theory, if they were completed in the master’s program.

**Admission Requirements**

Admission requirements are consistent with those of the Graduate School. Applicants for the post-masters's certificate in Nursing Case Management will be considered on a competitive basis. Nurses who are interested in the Post-Masters Certificate in Nursing Case Management are encouraged to contact the Capstone College of Nursing (CCN) Graduate Recruitment and Retention Liaison.

The following are requirements for admission:

1. Master’s degree in nursing from a regionally and CCNE or NLN accredited graduate program in nursing or a master’s degree in a health-related field with a baccalaureate degree in nursing from an accredited program.
2. For unconditional admission, a grade point average of at least 3.0 overall (based on a 4.0 grading scale) or 3.0 for the last 60 semester hours of graduate work is required.
3. For conditional admission, a grade point average of at least 2.5 overall (based on a 4.0 grading scale) for undergraduate work, and a score of at least 300* on the GRE general test OR at least in the 40th percentile on the Miller Analogies Test (MAT) is required.
4. Current unencumbered RN licensure in the United States. *Click here to view the states from which the Capstone College of Nursing currently accepts applications for admission.*

See the Admission Criteria section of this catalog for more information.

**Application for Certification**

Candidates for certification must apply in writing to the Senior Associate Dean for Academic Programs in the Capstone College of Nursing one semester before completion of certification requirements is anticipated.

**Sample Program of Study**

**First Year**

<table>
<thead>
<tr>
<th></th>
<th>Fall</th>
<th>Hours</th>
<th>Spring</th>
<th>Hours</th>
<th>Summer</th>
<th>Hours</th>
</tr>
</thead>
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<tr>
<td>NUR 522 (2 didactic; 1 clinical (60))</td>
<td>3</td>
<td>NUR 520 (3 didactic; 1 clinical (60))</td>
<td>3</td>
<td>NUR 530 (6 clinical (360) - 3 hours of this course may be taken in the spring 1 semester)</td>
<td>4</td>
<td>NUR 580 (2 didactic; 1 clinical (60))</td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>4</td>
<td>9</td>
<td></td>
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</tbody>
</table>

**Total Hours: 16**

The student’s transcript and portfolio will be assessed for the following courses or proven expertise. In the absence of transcript credit or expertise evidenced via the portfolio, the below courses must be completed.

<table>
<thead>
<tr>
<th></th>
<th>Hours</th>
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<tbody>
<tr>
<td>CHS 520</td>
<td>Basic Epidemiology</td>
</tr>
<tr>
<td>NUR 501</td>
<td>Theoretical Models for Advanced Nursing Practice with Rural Populations</td>
</tr>
<tr>
<td>NUR 502</td>
<td>Issues in Community Health for Rural Populations</td>
</tr>
<tr>
<td>NUR 503</td>
<td>Nursing Informatics in Healthcare</td>
</tr>
<tr>
<td>NUR 505</td>
<td>Advanced Health Assessment</td>
</tr>
<tr>
<td>NUR 521</td>
<td>Advanced Pharmacology</td>
</tr>
<tr>
<td>NUR 529</td>
<td>Advanced Pathophysiology</td>
</tr>
</tbody>
</table>

**Total Hours: 20**
Nursing, MSN

Admission Requirements

Applicants for the MSN degree program will be considered on a competitive basis. The following are requirements for admission into all graduate level nursing programs, but a complete description of Graduate School Admission Criteria (p. 5) is found in the Graduate Catalog.

See the Admission Criteria section of this catalog for more information.

The graduate faculty of the Capstone College of Nursing has identified the skills and professional behaviors that are essential to pursue a course of study and to practice in the role of CNL, CM, NA or NP. These skills include but are not limited to the skills presented in The Essentials of Master’s Education in Nursing (2011), a publication of the American Association of Colleges of Nursing. If these skills and professional behaviors cannot be developed by the individual, either unassisted or with the dependable use of assistive devices, the faculty reserves the right to decline an individual’s admission or to disenroll the student from clinical courses. A copy of The Essentials of Master’s Education in Nursing (2011) is available upon request from the College’s Program Records Office.

Admission Requirements for Nursing Case Management, Clinical Nurse Leaders, Nurse Administrator

Admission requirements are consistent with those of the Graduate School. Applicants for the Master of Science in Nursing (MSN) will be considered on a competitive basis. Nurses who are interested in the Case Management (CM), Clinical Nurse Leader (CNL), and Nurse Administrator (NA) concentration are encouraged to contact the Capstone College of Nursing (CCN) Graduate Recruitment and Retention Liaison.

The following are requirements for admission:

• For unconditional admission, a grade point average of at least 3.0 overall (based on a 4.0 grading scale) or 3.0 for the last 60 semester hours of undergraduate work is required.
• For conditional admission, a grade point average of at least 2.5 overall (based on a 4.0 grading scale) for undergraduate work, and a score of at least 300 on the revised Graduate Record Exam (GRE) OR at least in the 40th percentile on the Miller Analogies Test (MAT) is required.
• Baccalaureate degree in nursing from an accredited school of nursing is required.
• Current unencumbered RN licensure in the United States is required.

See the Admission Criteria section of this catalog for more information.

Master of Science in Nursing Program: Nursing Case Management

Click here to view the states from which the Capstone College of Nursing currently accepts applications for admission.

The Capstone College of Nursing offers the distance-based master of science in nursing (MSN) with all courses offered online. This program prepares nurses to assume leadership positions in health care administration and to coordinate and administer case management services at the macrosystems level. Case management has been defined as a "collaborative process which assesses, plans, implements, coordinates, monitors and evaluates options and services to meet an individual’s health needs through communication and available resources to promote quality, cost-effective outcomes."1 Graduates of this program will be able to practice in a variety of settings, assuming leadership positions in health care organizations.

Note: This program requires a clinical practicum (540 practicum hours) and it is the student’s responsibility to identify a site with an appropriate clinical facilitator. Prior to the clinical practicum the student will start the process of obtaining a CCN Letter of Agreement (LOA) or a Clinical Affiliation Agreement with the agency. No clinical practice will take place until the student has been notified by CCN of approval.


Degree Requirements

The MSN will be awarded to the student who has met the following requirements:

• GPA of 3.0 or higher
• Good standing at the time of graduation
• Successful completion of the required coursework

Students may choose to complete a thesis as described below:

Thesis option

A thesis is original research conducted by one student and directed by a graduate committee. The student is awarded three semester hours of thesis credit for a successfully completed thesis. An oral public defense of the thesis is required. The thesis must conform to the guidelines of the Graduate School.

Curriculum

The master of science in nursing program can be completed in one year of full-time study or two or more years of part-time study.

Master of Science in Nursing: Nursing Case Management Sample Full-time Program of Study

First Year

<table>
<thead>
<tr>
<th></th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NUR 501</td>
<td>3</td>
<td>CHS 520</td>
<td>NUR 502</td>
<td>2</td>
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</table>

Currently only residents of Alabama and Mississippi are eligible for the Nurse Practitioner concentration.
in this program are required to take the CNL certification examination offered by American Association of Colleges of Nursing (AACN) prior to graduation. Upon certification they may assume the role of Clinical Nurse Leader in a variety of health care settings.

**Note:** This program requires a clinical immersion (540 clinical immersion hours) and it is the student’s responsibility to identify a site with an appropriate clinical facilitator. Prior to the clinical immersion the student will start the process of obtaining a CCN Letter of Agreement (LOA) or a Clinical Affiliation Agreement with the agency. **No clinical practice will take place until the student has been notified by CCN of approval.**

### Degree Requirements

The degree of master of science in nursing with the CNL focus will be awarded to the student who has met the following requirements:

- Successful completion of the required coursework
- GPA of 3.0 or higher
- Good standing at the time of graduation

Completion of CNL Self-assessment Exam and CNL Certification Exam

Students may choose to complete a thesis as described below:

**Thesis option**

A thesis is original research conducted by one student and directed by a graduate committee. The student is awarded three semester hours of thesis credit for a successfully completed thesis. An oral public defense of the thesis is required. The thesis must conform to the guidelines of the Graduate School.

### Curriculum

The CNL focus of the MSN program can be completed in one year of full-time study or two or more years of part-time study.

#### Master of Science in Nursing: Clinical Nurse Leader Sample Full-time Program of Study

<table>
<thead>
<tr>
<th>First Year</th>
<th>Fall</th>
<th>Hours</th>
<th>Spring</th>
<th>Hours</th>
<th>Summer</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NUR 501</td>
<td>3 CHS 520&lt;sup&gt;1&lt;/sup&gt;</td>
<td>3</td>
<td>NUR 502</td>
<td>2</td>
<td></td>
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<td>NUR 503</td>
<td>3 NUR 581</td>
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<td>NUR 505</td>
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<tr>
<td>NUR 529</td>
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<td><strong>Total Hours:</strong></td>
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<tr>
<th>Second Year</th>
<th>Fall</th>
<th>Hours</th>
<th>Spring</th>
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<th>Summer</th>
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</thead>
<tbody>
<tr>
<td>NUR 521</td>
<td>3 NUR 520 (3 didactic; 1 clinical (60 hours))</td>
<td>3</td>
<td>NUR 530 (3 clinical hours (180))</td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>NUR 522 (2 didactic; 1 clinical (60))</td>
<td>3 NUR 530 (3 clinical hours (180))</td>
<td>3</td>
<td>NUR 580 (2 didactic; 1 clinical (60))</td>
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<td></td>
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<tr>
<td><strong>Total Hours:</strong></td>
<td><strong>39</strong></td>
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</table>

1 It is strongly recommended that NUR 501 Theoretical Models for Advanced Nursing Practice with Rural Populations, NUR 503 Nursing Informatics in Healthcare, NUR 529 Advanced Pathophysiology are taken as prerequisites and NUR 581 Research and Statistics for Health Professional is taken as a pre- or co-requisite.

### Master of Science in Nursing Program: Clinical Nurse Leader

[Click here to view the states from which the Capstone College of Nursing currently accepts applications for admission.](#)

The Capstone College of Nursing offers the distance-based Master of Science in Nursing (MSN) with all courses offered online. The Clinical Nurse Leader (CNL) is a master’s prepared generalist, accountable for clinical and health care environmental outcomes. The CNL functions at the microsystem level; oversees care coordination of a distinct group of patients; serves as a resource for clinical decision making; and serves as a lateral integrator of care. The CNL puts evidence-based practice into action, collects and evaluates patient outcomes, assesses cohort risk and has the decision-making authority to change care plans when necessary.

This clinician functions as part of an interprofessional team by communicating, planning and implementing care directly with other health care professionals. The CNL is a leader in the health care delivery system across all settings in which health care is delivered. Students

### Master of Science in Nursing: Clinical Nurse Leader Sample Part-time Program of Study

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<th>First Year</th>
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<th>Hours</th>
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<tbody>
<tr>
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<td>NUR 502</td>
<td>2</td>
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<tr>
<td>NUR 503</td>
<td>3 NUR 581</td>
<td>3</td>
<td>NUR 505</td>
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<th>Spring</th>
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<th>Summer</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>NUR 505</td>
<td>3 NUR 525 (3 Didactic; 1 clinical (60))</td>
<td>3</td>
<td>NUR 580</td>
<td>3</td>
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<tr>
<td>NUR 522 (2 didactic; 1 clinical (60))</td>
<td>3 NUR 581</td>
<td>3</td>
<td>NUR 505</td>
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<td><strong>39</strong></td>
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</tbody>
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1 It is strongly recommended that NUR 501 Theoretical Models for Advanced Nursing Practice with Rural Populations, NUR 503 Nursing Informatics in Healthcare, NUR 529 Advanced Pathophysiology are taken as prerequisites and NUR 581 Research and Statistics for Health Professional is taken as a pre- or co-requisite.
NUR 529 3

Second Year

<table>
<thead>
<tr>
<th>Course</th>
<th>Fall Hours</th>
<th>Spring Hours</th>
<th>Summer Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 521</td>
<td>3 NUR 525 (3 didactic; 1 clinical (60))</td>
<td>4 NUR 535 (3 clinical (180))</td>
<td>3</td>
</tr>
<tr>
<td>NUR 522</td>
<td>3 NUR 535 (3 clinical (180))</td>
<td>3 NUR 580</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours: 39

1 It is strongly recommended that NUR 501 Theoretical Models for Advanced Nursing Practice with Rural Populations, NUR 503 Nursing Informatics in Healthcare, NUR 529 Advanced Pathophysiology are taken as perquisites and NUR 581 Research and Statistics for Health Professional is taken as a pre- or co-requisite.

Master of Science in Nursing Program: Nurse Practitioner

Click here to view the states from which the Capstone College of Nursing currently accepts applications for admission.

NOTE: Currently, only baccalaureate prepared registered nurses who are residents of Alabama and Mississippi are eligible for admission to NP concentrations.

The Capstone College of Nursing (CCN) offers the online Master of Science in Nursing (MSN) degree with specialization in the Dual Nurse Practitioner (NP) Concentration in Psychiatric Mental Health and Family Nurse Practitioner. This dual certification NP Concentration prepares students to sit for both the Psychiatric Mental Health (Across the Lifespan) and Family Nurse Practitioner national board certification exams. Single role concentrations in these NP specialties are also offered. Students complete coursework online and attend two on-campus sessions during their program of study. Students are expected to find individual sites and preceptors; however, CCN will assist students with this process to secure a CCN Letter of Agreement (LOA) or Clinical Affiliation Agreement with the healthcare agency. No clinical practice will take place until the student has been notified by CCN of approval.

Nurse Practitioners are health promotion and disease prevention experts who manage and diagnose acute and chronic illnesses. Nurse Practitioners provide quality, safe, cost-effective care. Services provided by NPs include, assessing, diagnosing, treating, and managing patients’ health care needs.

Degree Requirements

The degree of Master of Science in Nursing (MSN) with a Nurse Practitioner Concentration will be awarded to the student who has met the following requirements:

- Successful completion of the required coursework
- GPA of 3.0 or higher
- Good standing at the time of graduation

Students may choose to complete a thesis as described below:

Thesis option

A thesis is original research conducted by one student and directed by a graduate committee. The student is awarded three semester hours of thesis credit for a successfully completed thesis. An oral public defense of the thesis is required. The thesis must conform to the guidelines of the Graduate School.

Curriculum

The Dual Psychiatric Mental Health and Family Nurse Practitioner concentration of the MSN program can be completed in two years of full-time study.

Master of Science in Nursing: Dual Psychiatric Mental Health and Family Nurse Practitioner Sample Program of Study

First Year

<table>
<thead>
<tr>
<th>Course</th>
<th>Fall Hours</th>
<th>Spring Hours</th>
<th>Summer Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 503</td>
<td>3 NUR 504</td>
<td>2 NUR 582</td>
<td>2</td>
</tr>
<tr>
<td>NUR 505</td>
<td>3 NUR 521</td>
<td>3 NUR 585 (2 didactic: 2 clinical. 150 hours of clinical / 15 hours a week)</td>
<td>4</td>
</tr>
<tr>
<td>NUR 529</td>
<td>3 NUR 526</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>NUR 586 (2 didactic: 2 clinical. 150 hours of clinical / 10 hours a week)</td>
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Second Year

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<tr>
<th>Course</th>
<th>Fall Hours</th>
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<th>Summer Hours</th>
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<tbody>
<tr>
<td>NUR 501</td>
<td>3 NUR 522 (2 didactic: 1 clinical)</td>
<td>3 NUR 580 (2 didactic: 1 clinical)</td>
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</tr>
<tr>
<td>NUR 502</td>
<td>2 NUR 587 (2 didactic: 2 clinical. 225 hours of clinical / 10 hours a week)</td>
<td>4 NUR 590 (clinical. 225 hours of clinical / 22.5 hours a week)</td>
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<td>NUR 588 (2 didactic. 2 clinical. 150 hours of clinical/10 hours a week)</td>
<td>4 NUR 589 (clinical. 225 hours of clinical / 15 hours a week)</td>
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Total Hours: 53

Master of Science in Nursing: Psychiatric Mental Health Nurse Practitioner Sample Full-time Program of Study

First Year

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<tbody>
<tr>
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<td>2 NUR 526 (3 didactic; 1 clinical (60 indirect patient care))</td>
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Master of Science in Nursing: Psychiatric Mental Health Nurse Practitioner Sample Part-time Program of Study

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Second Year

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<td>NUR 501</td>
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<td>NUR 503</td>
<td>3 NUR 580 (2 didactic; 1 clinical (60 indirect patient care))</td>
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Third Year

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Total Hours: 42

Master of Science in Nursing: Family Nurse Practitioner Sample Part-time Program of Study

First Year

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<td>NUR 502</td>
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<td>NUR 529</td>
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<td>NUR 501</td>
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<td>NUR 582</td>
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<tr>
<td>NUR 503</td>
<td>3 NUR 580 (2 didactic; 1 clinical (60 indirect patient care))</td>
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Third Year

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<td>NUR 586</td>
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Total Hours: 40

Master of Science in Nursing: Nurse Administrator

Click here to view the states from which the Capstone College of Nursing currently accepts applications for admission.

The Capstone College of Nursing offers the distance-based Master of Science in Nursing (MSN) with all courses offered online. This program is intended to prepare a nurse leader by providing advanced education in health care finance, shared governance, and emerging leader competencies. Nurse administrators manage several departments or
entire organizations. Nurse administrators hold a variety of executive-level positions, including director of nursing services, clinical coordinator, and chief nurse executive. They oversee several departments and report directly to senior leadership. A nurse administrator concentrates primarily on policy and organizational operations issues such as nursing shortages and spends a majority of time attending meetings, preparing reports, and developing programs and policies to ensure safety and high quality nursing care. Nurse administrators are less likely to deal directly with patients or family members, instead supervising mid-level managers and working with fellow members of the senior leadership team.

Note: This program requires a clinical practicum (540 clinical practicum hours) and it is the student’s responsibility to identify a site with an appropriate clinical facilitator. Prior to the clinical practicum, the student will start the process of obtaining a CCN Letter of Agreement (LOA) or a Clinical Affiliation Agreement with the agency. No clinical practice will take place until the student has been notified by CCN of approval.

Degree Requirements

The degree of Master of Science in Nursing (MSN) with the Nurse Administrator Concentration will be awarded to the student who has met the following requirements:

- Successful completion of the required coursework
- GPA of 3.0 or higher
- Good standing at the time of graduation

Students may choose to complete a thesis as described below:

**Thesis option**

A thesis is original research conducted by one student and directed by a graduate committee. The student is awarded three semester hours of thesis credit for a successfully completed thesis. An oral public defense of the thesis is required. The thesis must conform to the guidelines of the Graduate School.

**Curriculum**

The Nurse Administrator program can be completed in one year of full-time study or two years of part-time study.

### Master of Science in Nursing: Nurse Administrator Sample Part-time Program of Study

**First Year**

<table>
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<tr>
<th>Fall</th>
<th>Spring</th>
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<tbody>
<tr>
<td>NUR 501</td>
<td>3 CHS 520</td>
<td>3 NUR 580 (2 didactic; 1 clinical (60))</td>
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<td>NUR 503</td>
<td>3 NUR 581</td>
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**Second Year**

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<th>Fall</th>
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<th>Summer</th>
<th>Hours</th>
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<tbody>
<tr>
<td>NUR 502</td>
<td>2 NUR 527 (3 didactic; 1 clinical (60))</td>
<td>4 NUR 538 (1 didactic; 3 clinical (180))</td>
<td>4</td>
</tr>
<tr>
<td>NUR 522 (2 didactic; 1 clinical (60))</td>
<td>3 NUR 537 (1 didactic; 3 clinical (180))</td>
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</table>

Total Hours: 32

### Psychiatric Mental Health Nurse Practitioner Certificate

**Currently only residents of Alabama and Mississippi are eligible for the Nurse Practitioner certificate.**

The nurse practitioner post-graduate certificate program builds on the graduate level nursing competencies and knowledge base. Nurses who are already prepared at either the master’s or doctorate level for roles such as case managers, clinical nurse leaders, nurse administrators, certified nurse-midwives, certified registered nurse anesthetists, clinical nurse specialists and nurse practitioners may apply for the post-graduate certificate program with advanced specialization as a psychiatric mental health nurse practitioner. Students in the post-graduate certificate program will enroll in existing nurse practitioner population-focused courses, but they will not be required to complete master’s graduate nursing core courses, such as informatics or theory, or direct care core courses (e.g., advanced pathophysiology [across the lifespan], advanced health assessment [across the lifespan], and advanced pharmacology) if they were completed in a prior master’s or doctorate program.

### Admission Requirements for the Nurse Practitioner Post-Graduate Certificate

Admission requirements are consistent with those of the Graduate School. Applicants for the nurse practitioner post-graduate certificate will be considered on a competitive basis. Nurses who are interested in the nurse practitioner post-graduate are encouraged to contact the Capstone College of Nursing (CCN) Graduate Recruitment and Retention Liaison.

**Currently only residents of Alabama and Mississippi are eligible for the Nurse Practitioner certificate.**

The following are requirements for admission:

- For unconditional admission, a grade point average of at least 3.0 overall (based on a 4.0 grading scale) or 3.0 for the last 60 semester hours of undergraduate work is required.
- For conditional admission, a grade point average of at least 2.5 overall (based on a 4.0 grading scale) for undergraduate work, and a score of at least 300 on the revised Graduate Record Exam (GRE)
OR at least in the 40th percentile on the Miller Analogies Test (MAT) is required.

• Baccalaureate degree in nursing from an accredited school of nursing is required.

• Current unencumbered RN licensure in the United States is required.

**Post Graduate Certificate: Psychiatric Mental Health Nurse Practitioner Sample Program of Study**

**Summer 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR 526</td>
<td>Evidence-Based Practice Roles and Processes for Nurse Practitioners</td>
<td>4</td>
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<tr>
<td></td>
<td>(3 didactic; 1 clinical (60))</td>
<td></td>
</tr>
<tr>
<td>NUR 582</td>
<td>Psychiatric Treatment Modalities</td>
<td>2</td>
</tr>
<tr>
<td>NUR 585</td>
<td>Mental Health for Rural Families I (2 didactic; 2 clinical (150))</td>
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**Fall 1**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR 587</td>
<td>Mental Health for Rural Families II (2 didactic; 2 clinical (150))</td>
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**Spring 1**

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<tbody>
<tr>
<td>NUR 589</td>
<td>Mental Health Residency for Rural Families (3 clinical (225))</td>
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</table>

The student’s transcripts will be assessed for the following courses. In the absence of transcript credit, the courses must be completed.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NUR 501</td>
<td>Theoretical Models for Advanced Nursing Practice with Rural Populations</td>
<td>3</td>
</tr>
<tr>
<td>NUR 502</td>
<td>Issues in Community Health for Rural Populations</td>
<td>2</td>
</tr>
<tr>
<td>NUR 503</td>
<td>Nursing Informatics in Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>NUR 505</td>
<td>Advanced Health Assessment</td>
<td>3</td>
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<tr>
<td>NUR 521</td>
<td>Advanced Pharmacology</td>
<td>3</td>
</tr>
<tr>
<td>NUR 522</td>
<td>Human Relations Management</td>
<td>3</td>
</tr>
<tr>
<td>NUR 529</td>
<td>Advanced Pathophysiology</td>
<td>3</td>
</tr>
<tr>
<td>NUR 580</td>
<td>Fiscal Resource Management</td>
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</table>

**College of Arts and Sciences**

The College is committed to leadership in pedagogical innovation and the use of technology to further student learning. It values the traditional residential campus and is dedicated to providing an array of stimulating learning communities where students may grow personally and intellectually. The discovery and sharing of knowledge is at the heart of our enterprise. The College is committed to leadership in the creation, dissemination, and application of knowledge and the preparation of future scholars. It accomplishes this by maintaining and enhancing both its nationally competitive faculty and its nationally ranked graduate and undergraduate programs.

Learning and quality-of-life are interrelated. As the state’s largest liberal arts college, the College of Arts and Sciences is central to the cultural, intellectual, and social life on campus and in the community, state, and region. It contributes fundamentally to the economic development of the state through teaching, creative activity, research, and outreach.

The College holds to the principle that knowledge must serve humanity and our environment, and it is dedicated to global responsibility, justice, and ethics.

**Department of American Studies (AMS)**

- Major
  - American Studies (MA) (p. 77)

**AMS500 Internship**

Hours 1-3

An internship opportunity that combines independent study and practical field work focusing on a particular problem or topic related to American culture and experience. Recent examples include internships in museum management, historic preservation, archaeological research, television production, category fiction, promotion of academic programs, documentary television, academic public relations, with Alabama Heritage and Louisville magazines, and with the Paul Bryant Museum.

**AMS501 Black Intellectual Thought**

Hours 3

Graduate Standing. A graduate seminar designed to provide students with an in depth study of major intellectual debates and movements that have shaped the politics, history, and identities of the people of African descent in the United States and the African diaspora. The course will combine methodologies and concepts from multiple disciplines including history, political theory, literature, women’s studies, sociology, psychology and philosophy.
AMS05 Directed Study
Hours 1-3

No description available

AMS06 Directed Study
Hours 1-3

No description available

AMS07 Landscapes of the South
Hours 3

This seminar explores the cultural, social, and natural ecology of the Mississippi watershed from St. Louis to the Gulf Coast. This interdisciplinary American Studies course examines the river dubbed “the Body of the Nation,” its history, cultural geography, and geophysical ecology. Through readings in history, literary accounts, and artistic expressions, we explore effects of human interventions in nature and nature’s impact on the course of human events.

AMS09 Memory, Identity and Politics: Gender, Race, and Class
Hours 3

This interdisciplinary graduate seminar explores the ways in which memory and the past construct political identities and the interplay of race, class, gender, and ethnicity in its social construction through readings, discussion, and student research. Reading selections include core theoretical texts on memory studies and specific case studies on topics, including but not exclusive to the American Civil War memory, U.S. South, slavery, and Reconstruction. Issues and questions are: how memories are constructed, translated into identities and political action; bases of shared memories and contested memories; political memorialization and the effects of collective amnesia; and how “communities of memory” are developed, sustained, and dissolved.

Prerequisite(s): None

AMS12 On The Road
Hours 3

This course seeks to introduce the breadth and power of the travel culture that defines “America” and examines enduring features when writers take to the open road in America.

AMS15 Service Learning
Hours 3

Course examines immigrant journey and life in American South to gain an understanding of historical and contemporary issues through research and service.

AMS16 American Environmental Thought
Hours 3

Popular conceptions of nature hold extraordinary power in shaping our responses and policies toward both the geophysical world and built environments. This interdisciplinary course examines key concepts and controversies in American thought about nature since before colonization. Using accounts from various regions, the course explores evolving conceptions of nature and justice, competing claims about race and class, and changing institutional responses and remedies to environmental degradation in the context of global change.

AMS20 Mark Twain’s America: America’s Mark Twain
Hours 3

This course begins with the premise that Mark Twain is alive and well. The course will balance consideration of the life, work, and times of America’s most celebrated author as well as his impact on popular culture to this day—from film adaptations of his work, to pop-culture references, to the traditions of American humor, to tourists abroad, etc. Students will examine Mark Twain as the “Lincoln of Our Literature” and as an American icon. The course will require careful consideration of the life and work of Samuel Clemens, the man who would later become Mark Twain, the most famous American of the late nineteenth and early twentieth century. We will read and discuss several of his works in context with his times, and we will explore how his legacy affects our own. Why was he so popular, and why does he remain so popular? Students will encounter a wide range of intellectual and emotional interactions with American culture through the mind of Mark Twain, and, likewise, filter much of American popular culture through the lens of the world he created and reported to the world in his literary output. Students will consider, in addition, their own relationship to Mark Twain’s America.

Prerequisite(s): Graduate admission.

AMS21 Writer & Artist in America
Hours 3

This course offers a comparative examination of responses by 20th century literary and visual artists to perceived social crises and challenges to American cultural values, such as sex in the early 20th century American city, working class struggles during the Great Depression, issues of atomic anxiety during the early years of the Cold War, the ethical dilemmas of the Vietnam War, the perils of the AIDS/HIV crisis, and the flourishing of contemporary consumer culture. The course also introduces several important movements in twentieth century American arts and letters, including Naturalism, Modernism, Social Realism, the Beat movement, Social Surrealism, and Postmodernism.

AMS22 Popular Culture in America
Hours 3

Survey and analysis of 20th century US popular culture including social context and how it has reflected and shaped American society, including gender, race, class and region.

AMS23 The Roots of American Music
Hours 3

This class surveys American music from ragtime, blues, and hillbilly to Broadway, Hollywood musicals, and swing jazz. Our focus will be on commercial mainstreams and democratic audiences – how selling sound led to different identities being expressed through taste and style. Race, gender, class, sexuality, age, technology, and the music business will all factor as we move from blackface minstrelsy in the 1800s to World War II. We will listen closely to several songs each week, connecting music to larger themes through primary and secondary sources, regular writing, and in-class discussion.

AMS29 American between the Wars
Hours 3

Explores first two decades of America’s “Modern Times” (1919-1941) when Americans redefined themselves and their society.
AMS530 Special Topics
Hours 3
Selected American topics in American Studies offered by AMS faculty members or Americanists from related departments. Recent example: Women in America.

AMS531 Studies in Pop Culture
Hours 3
Research and discussion of selected topics in American popular culture: literature, music, network broadcasting, advertising, film, and drama.

AMS532 Studies in the Arts
Hours 3
Research and discussion of selected topics in literature, film, painting, photography, and architecture, and the role of the artist in 19th- and 20th-century America.

AMS533 Studies in Amer Thought
Hours 3
Research and discussion of selected topics in American intellectual history: the law, nature and the city, religion and the state, liberalism and conservatism, Utopianism, and science and society.

AMS534 Studies in the South
Hours 3
Research and discussion of selected topics in Southern culture: ethnicity, regional consciousness, women in the South, and change and continuity.

AMS535 Studies in Gender
Hours 3
Research and discussion of selected topics in ethnicity, class, and gender in America.

AMS536 Studies in Social Experience
Hours 3
Research and discussion of selected topics in the American social experience.

AMS537 Studies in the West
Hours 3
Research and discussion of selected topics in the American West as period, place, experience, and imagination: discovery and exploration; physical and cultural transformation; and value, ethic, and ideal.

AMS538 African American Culture
Hours 3
Research and discussion of selected topics in African-American culture.

AMS539 Urban Spaces
Hours 3
This interdisciplinary social science course provides an introduction to the cultural and physical ecology of cities, focusing primarily on urbanization in the United States from the late 19th century to the present. Course readings include classical scholars in urbanism and urban design. Contemporary urban environmental histories explore population shifts and land use along the urban gradient from the suburbs to urban centers, with attention to water, sewer, and transportation infrastructure, pollution, and urban sprawl.

AMS540 Black Feminisms
Hours 3
This graduate course provides a capacious overview of Black Feminist theory, social criticism, literature, art and politics. Over the next fifteen weeks students will read key essays/ texts of “classic” black feminism; chart its origins in black women’s political activism and experiences; assess new “schools” of thought like hip-hop feminism and pleasure politics; trace the influence of black feminism in black queer studies and critical race theory; and debate the “viability” of black feminism/ black feminist scholars in the 21st century academy.

AMS541 Silences Broken, Silences Kept: Black Sexuality Studies in Historical Perspective
Hours 3
In her 1999 survey on African American’s women’s and gender history, Michele Mitchell voiced her “lurking suspicions that certain subjects [within African American History] are avoided because they have been deemed either dangerous or damaging.” Chief among these are the sexual acts and identities of people of African descent in North America. Using her framework of “silences broken and silences kept,” this course examines historically minded interdisciplinary scholarship about black sexual intimacies, marriage, reproduction, family, sexual identities and gender politics. Although this course primarily focuses on the history of black sexuality, it touches on a host of other subjects (including race, gender, class, popular culture, etc.) and disciplines (sociology, political science, literary studies, cultural studies, performance studies, etc.). This course analyzes dominant methodologies/ preoccupations of studies about black sexuality as well as areas of burgeoning scholarly interest.

AMS545 The “Good War”
Hours 3
A topical examination of the American Experience at home and abroad, 1941-1945.

AMS546 Gender and Environment
Hours 3
This course examines histories of concepts of nature and gender, philosophies of eco-feminism, and accounts of gender-based efforts for environmental reform. Texts include histories of environmental concepts and reform campaigns, broadly conceived, including slave narratives, accounts of experiences in the women’s club movement, the conservation movement, and Progressive Era occupational and public health reform, along with more well-known twentieth century nature writers, contemporary scholars, and activists.

AMS560 Race & Ethnicity in US Labor
Hours 3
Familiarizes students with topics, themes and methods in US labor history and analyzes the role of race, ethnicity and gender in home and workplace.

AMS565 Fictions of American Identity
Hours 3
Examination of American culture from before the Civil War to post Civil Rights Movement studying representations of the American experience.
AMSS70 Natives and Newcomers: Cross-Cultural Encounters in Early America  
Hours 3
The colonization efforts of European empires in the early modern period led to cross-cultural encounters between societies previously unfamiliar with one another, introducing each of them to unfamiliar ideas, cultures, political systems, and landscapes and changing their lives in profound ways. This course explores the complex interactions between Native American, European, and African peoples in North America, with a particular focus on the region that is currently the Southeastern United States. Such cross-cultural contact could result in valuable collaborations, deep misunderstandings, violence, or contests for power. How were interactions with unfamiliar peoples described and understood by Native Americans, Europeans, and African peoples in North America? How did the circulation of peoples and cultures shape ideas about 'America' and 'Americaness'? Is 'encounter' a single event, or a long process? This course meets a college core writing requirement; a demonstration of writing proficiency is required for a passing grade in this course.

AMSS76 Constructing the American Rev.  
Hours 3
This course examines how Americans have sought to show the narrative shape and cultural significance of our national origins through a variety of secondary & primary sources.

AMSS80 Democracy in America  
Hours 3
Using Tocqueville’s observations and fiction, autobiography, painting and politics the course examines how American’s present themselves as a democratic people from 1800-1830.

AMSS85 American Experience to 1865  
Hours 3
An exploration of the formative years of the American cultural experience, from early European encounters with the New World to the attainment of continental nationhood. The course will draw upon insights from many disciplines and will include several kinds of cultural evidence (for example: literature, art, and photography; religious, political, and social thought and behavior; and economic, technological, and geographical development) as well as consideration of recent major synthetic works of cultural scholarship. Topics covered include the growth of colonial societies; the Revolutionary movement and the political foundations of the American Republic; the Market Revolution and the rise of middle-class culture; the antebellum South and the emerging West; and the origins and evolution of American cultural diversity. Offered fall semester.

AMSS86 American Exper 1865-1960  
Hours 3
An exploration of the development of the American cultural experience since 1865, focusing on the major material forces and intellectual currents that helped shape American attitudes, assumptions, institutions, behavior, and values. The course will draw upon insights from many disciplines and will include several kinds of cultural evidence (for example: literature, art, and photography; religious, political, and social thought and behavior; and economic, technological, and geographical development) as well as consideration of recent major synthetic works of cultural scholarship. Topics addressed and readings assigned are chosen to enlarge awareness of the transformation of America to a diverse, metropolitan, industrial society. These will include the relationship between nature and the city; the industrial revolution and changes in the workplace; immigration; changing class and gender relationships; the rise of leisure; and the development and triumph of modern corporate/consumer culture. Offered spring semester.

AMSS88 Teaching Internship  
Hours 1
Required of all American Studies graduate teaching assistants assigned to AMS 150. Includes administrative techniques and test construction.

AMSS89 Approaches Teaching Ams  
Hours 3
A study of basic approaches to interdisciplinary teaching in American culture at the college level, along with supervised teaching experience.

AMSS91 American Period Seminar  
Hours 3
In-depth study of a particular period or era in American historical experience. Recent examples include the Ragtime Era, the Jazz Age, the Great Depression, the Season of 1954-55, the '60s, contemporary America, the Postwar Period, the Romantic Revolutionaries (1905-14), the American Avant Garde (1893-1920), World War II: the Good War, the South and '30s Expression, the Civil Rights movement, the '50s, America between the Wars, the Colonial Period, the Aspirin Age, Postmodern America, Contemporary America, and Writing West.

AMSS92 American Topic Seminar  
Hours 3
Study of special topics within the American cultural experience. Recent examples include American literary realism, women in America, the Civil Rights movement, the picture press, music and ethnicity, the politics of culture, regionalism in American culture, the changing American family, homelessness in America, American autobiography, American monuments, contemporary American folklore, Southern popular culture, Southern iconoclasts, politics and culture, historical memory, America by design, the other in America, women in America, race in America, 19th-century popular culture, and slavery and the Civil War in historic memory.

AMSS95 Ams Colloquium: Res & Methods  
Hours 3
Discussion of methodological and theoretical issues in American Studies.

AMSS96 Ams Colloquium: Scholarly Writ  
Hours 3
Presentation of research and methods.
Prerequisite(s): None. Corequisite: AMS 586.
American Studies, MA

Admission Requirements

A student interested in pursuing a master’s degree in American Studies must first apply for admission to the Graduate School and satisfy the school’s minimum requirements as stated in this catalog. Each applicant should submit an acceptable score on either the general test of the Graduate Record Examination or the Miller Analogies Test in support of his or her application.

The dean of the Graduate School will then forward the student’s records and application to the Department of American Studies for evaluation. Although a basic undergraduate background in American culture (literature, history, and political thought) is preferable, it is not a prerequisite for admission to the program. Students given conditional admission to American Studies must earn a 3.0 in their first semester of coursework or they will be dropped from the M.A. program.

See the Admission Criteria section of this catalog for more information.

General Degree Requirements

Students should refer to the Graduate Handbook of the Department of American Studies for additional information.

Plan I. The student earns a minimum of 24 semester hours of credit in coursework and completes a thesis. A minimum of 6 semester hours thesis research is required.

Plan II. The student earns a minimum of 30 semester hours of credit in coursework.

Under either plan, the student’s program must include the following 19 hours of American Studies courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMS 585</td>
<td>American Experience to 1865</td>
<td>3</td>
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<tr>
<td>AMS 586</td>
<td>American Experience 1865-1960</td>
<td>3</td>
</tr>
<tr>
<td>AMS 595</td>
<td>Ams Colloquium: Res &amp; Methods</td>
<td>3</td>
</tr>
<tr>
<td>AMS 596</td>
<td>Ams Colloquium: Scholarly Writ</td>
<td>3</td>
</tr>
<tr>
<td>AMS 597</td>
<td>Topics Amer Cult Analys</td>
<td>1</td>
</tr>
<tr>
<td>Select 6 hours of seminars</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>19</td>
</tr>
</tbody>
</table>

A student may take up to 9 hours outside the department, choosing a single disciplinary or cognate area (literature, history, broadcast and film, women’s studies, journalism, the South, etc.) or two minor areas. Most students, however, choose a focus within American Studies.

Comprehensive Examinations

Under either Plan I or Plan II, each candidate for the master of arts degree in American Studies will write a comprehensive examination designed to reflect the individual’s program. The comprehensive examination is intended as an integrating, synthesizing experience that enables the student to draw together the various component areas of his or her course of study. The results of the examination should attest to the student’s acquisition of an interdisciplinary perspective, as well as an understanding of American culture as a whole. See the American Studies Graduate Handbook for details on the comprehensive examinations.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.
Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances warranting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting. As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.
Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:
- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Graduate School website, is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Department of Anthropology (ANT)
- Majors
  - Anthropology (MA) (p. 83)
  - Anthropology (Ph.D.) (p. 85)

[object Object]
Prerequisites: Twelve hours in anthropology and graduate standing, or permission of the instructor.

ANT501 Anthrop Linguistics
Hours 3
The scientific study of natural language; phonology and grammar, lexicon, and meaning; and the role of linguistics in anthropological research. Offered once a year.

ANT502 Gender Ethnicity & Health
Hours 3
No description available

ANT503 Culture, Mind, and Behavior
Hours 3
The cultural and linguistic basis of cognitive organization, local systems of folk classification, and the collection and analysis of data of shared cultural and social information. Offered according to demand.

ANT508 Ancient Mexican Civilization
Hours 3
A survey of the origin and development of Mesoamerican civilizations. Offered according to demand.

ANT509 Ancient Maya Civilizatns
Hours 3
Ancient Maya civilizations in Mexico and Central America from the earliest inhabitants until the Spanish Conquest.

ANT511 Culture Health & Healing
Hours 3
Provides the student with an overview of health, illness, and healing as they vary between and within cultural systems.

ANT512 Peoples Of Europe
Hours 3
A survey of the standards, customs, and beliefs that typify European cultures. Offered according to demand.

ANT513 Peoples Of Latin Amer
Hours 3
A survey of the standards, customs, and beliefs that typify Latin American cultures. Offered according to demand.
ANT517 Peoples Of Asia
Hours 3
Holistic survey of cultures of Asia with a rotating sub-topical focus. Explores social norms, processes of cultural change (including globalization), ethnic group relations, and functioning of contemporary societies.

ANT518 Dev Non-West Cultures
Hours 3
A theoretical and descriptive study of social change and development in non-Western societies. Major emphasis will be on the effect of change on indigenous institutions. Offered according to demand.

ANT519 Myth Ritual And Magic
Hours 3
A survey of the anthropological literature on religion, including such topics as myth, ritual, magic, witchcraft, totemism, shamanism, and trance states. Offered according to demand.

ANT521 Ethnography
Hours 3
Planning, preparing, and executing ethnographic field work. Problems of health, logistics, data recording, obtaining support, and ethics. Observation and interviewing exercises. Offered according to demand.

ANT526 Arch East North Amer
Hours 3
An examination of the origin and development of pre-Columbian and early historic cultures of eastern North America. Offered according to demand.

ANT528 Analytical Archaeology
Hours 3
Contemporary issues in concept formation, theory construction, methods, and techniques. Offered according to demand.

ANT538 Anthropology of Art
Hours 3
The course views the art that societies past and present produce; it explores culture, creativity, and human beings' distinctive compulsion to make decorative objects.
Prerequisite(s): Graduate standing; or permission of instructor

ANT541 Documenting Justice I
Hours 3
Interdisciplinary course in ethnographic filmmaking, focusing particularly on analyzing the many dimensions of culture and social experience. Students produce a short documentary film on a story of justice or injustice in Alabama. First semester of a two semester course.

ANT542 Documenting Justice II
Hours 3
Interdisciplinary course in ethnographic filmmaking, focusing particularly on analyzing the many dimensions of culture and social experience. Students produce a short documentary film on a story of justice or injustice in Alabama. A two semester course.

ANT543 Adv Field Archaeology
Hours 3
Directed field study in the excavation and analysis of archaeological deposits. Each student must design and conduct a research project, then adequately report the results. Off campus.

ANT544 Anthropology And Cemeteries
Hours 3
No description available

ANT545 Historical Archaeology
Hours 3
12 hours of anthropology or permission of instructor; graduate standing
This course combines the methods used in historical archaeology with a basic survey of the archaeological record of the historic period of North America.

ANT550 Probs In Anthropology
Hours 3
Devoted to issues not covered in other courses. Offered according to demand.

ANT562 Ancient Andean Civilizations
Hours 3
This course examines the cultures of the Andes in South America. It focuses on the rise of civilizations, cities, and empires in the Andes. The course also investigates the emergence, growth, and conquest of the largest indigenous empire in the Americas through a critical reading of archaeological, ethnohistorical, and popular accounts of the Inka. Throughout this course, students will learn how the cultural practices of the contemporary Andes are still influenced by Inka values and institutions, and how the current Andean political landscape emerged from the dramatic historical process through which the Inka Empire was conquered and disassembled. The course interrogates the dynamic interplay of history, power, and identity within the Andean world, introducing students to the general theoretical interpretations that may be derived from particular ancient societies. The first part of the course analyzes current empirical evidence and theoretical perspectives on how Andean people shaped their environment, built impressive cities, and forged unique religious traditions. The second part of the course emphasizes how the Inka produced and imagined their empire, as well as its role within the universe. Attention will be given to a comparison of the economic, institutional, and religious structures that undergirded concepts of social authority and political sovereignty within Andean societies, and how these concepts were transformed into the foundations of the Inka Empire. The third part of the course examines how Spanish conquest and colonization transformed the Andean world. Emphasis will be placed on the clash between Spanish and indigenous ideologies and political representations, with particular focus on how this clash fostered the production of new kinds of social classes throughout the Americas. In sum, the course is an intensive introduction to Andean civilizations, while allowing for the discussion of broader anthropological theories regarding the religion, empires, environmental transformation, social class, and the sociopolitical production of history. This course has been designed to expose students to different anthropological and historical perspectives on the indigenous Andes, Inka imperialism, and Spanish colonization. These perspectives include primary sources (Spanish and indigenous chronicles), archaeological accounts, and historical renderings. Lectures and discussions will also focus on how architectural, aesthetic, and narrative representations of Andean peoples have been mobilized for political purposes within contemporary contexts in Perú, and more broadly. In each class, the instructor will provide a critical overview of the material, select students will be expected to comment on the readings, and then all students will participate in a discussion about salient issues within the readings.
ANT563 Anthropology of Landscape and Ecology
Hours 3
This course explores anthropological theories and methods of space, place, and environment. It concentrates on ethnographic and archaeological discussions of landscape and ecology. Anthropologists who study landscape and ecology focus on the cultural practices through which communities in the past and present produce the socially meaningful sites, shrines, and physical features of their environment, while also taking into account how the environment influences people’s social actions and underlies people’s deepest cultural values. To understand a landscape or an ecology, then, is to examine the interrelation of various social and environmental, cultural and material phenomena. The course also introduces the field and laboratory methods that anthropologists employ to apply their theoretical perspectives on landscape and ecology.

ANT568 Ceramics for the Archaeologist
Hours 3
Ceramics are the most ubiquitous and variable materials on many archaeological sites and, as such, they offer archaeologists a vast amount of information about the past. In this class, we approach ceramics from the perspective of research questions, and investigate how analytical techniques can help address them. The class also has a large practical component. Students will conduct analyses on collections and present their findings at the end of the class. This course is meant to provide a framework for developing hypotheses, methods and skills directly applicable to senior projects, MA theses, and Ph.D. dissertations. Prerequisite(s): Graduate students must have collections in hand at the start of the course.

ANT571 Fossil Man P Evolution
Hours 3
A survey of the discoveries, methods, and theories that provide the background for modern research in macroevolution.

ANT573 Human Osteology
Hours 4
A detailed introduction to human osteology, emphasizing the identification of fragmentary remains and the criteria for determination of age, sex, and race. Offered according to demand.

ANT574 Neuroanthropology
Hours 3
This course provides an introduction to evolutionary and biocultural approaches within anthropology to the central and peripheral nervous systems and their interconnections. Topics include the evolution of the brain; how culture and social structure shape the brain, its development, and its activity; and anthropological perspectives on connections among culture, behavior, brain, mind, and body.

ANT575 Biology, Culture, & Evolution
Hours 3
An introduction to the biocultural and evolutionary bases of human adaptability.

ANT578 Anthro of Human Development
Hours 3
Health culturally competent socialized adults and mature physical forms arise from a developmental process with evolutionary, biological, social and cultural dimensions. We survey child/human development from an anthropological perspective, considering interactions across levels of analysis from genes to culture.

ANT579 Human Paepathology
Hours 3
Course investigates skeletal pathology and trauma. Topics included: 1. Understanding disease processes, 2. Distinguishing accidental and violent trauma on bone, 3. Recognizing the following conditions in skeletal remains: congenital anomalies, circulatory disorders, joint diseases, infectious diseases, metabolic diseases, skeletal dysplasias, neoplastic conditions, diseases of the dentition and other conditions. Students will inventory, evaluate and analyze sets of human skeletal remains for pathology and trauma and complete final reports on those remains.

ANT598 Individ Investigations
Hours 1-9
Directed nonthesis research in archaeology, cultural anthropology, anthropological linguistics, or physical anthropology.

ANT599 Thesis Research
Hours 1-6
No description available.

ANT600 Research Methods
Hours 3
Prepares students in the scientific method and research skills used in anthropology. Instruction emphasizes grant writing, study design, interview and observation techniques, and the collection, management, and analysis of data using a statistical software package.

ANT601 Advanced Research Methods
Hours 3
This seminar is designed to refine doctoral students’ background in qualitative and quantitative research methods necessary for dissertation research. Emphasis is placed on the integration of qualitative and quantitative methods for students doing ethnographic research, and techniques of numerical induction for archaeology students.

ANT603 Theory & Method In Archaeology
Hours 3
An examination of contemporary archaeological theory and method and their development during the 19th and 20th centuries.

ANT604 Sem Archaeolgy Complex Society
Hours 3
Contemporary issues in the archaeology of complex societies, including different aspects of complexity and attempts to classify and measure them.
ANT610 Theory Method Medical Anthropology
Hours 3
A detailed introduction to theory and method in medical anthropology. Approaches include adaptation, biocultural, psychoanalytic, stress, and other theoretical perspectives.
Prerequisite(s): ANT 511 and ANT 600

ANT612 Sem Biocultural Anthropology
Hours 3
A biocultural overview of the anthropology of health. Topics include biological and cultural approaches to various dimensions of human health and illness.

ANT620 Prehistory Of North America
Hours 3
An in-depth examination of the prehistory of the various areas of North America, focusing on environmental and cultural influences that affected ways of life.

ANT621 Native Americans Ethnohy Persp
Hours 3
An examination of Indians and Eskimos of North America during the historical period, focusing on the impact of European contact on culture and society.

ANT625 Survey History Anthropology
Hours 3
A critical examination of archaeology’s history as a science, with emphasis on intellectual trends, changes in method and theory, and recent developments. Offered once a year.

ANT640 Landmarks Anthropologcl Resear
Hours 3
This course examines seminal works in the history of anthropology. Works may include books or smaller publications that exemplify important developments in theory and method.

ANT641 Culture
Hours 3
This seminar reviews past and contemporary theories and approaches used in cultural anthropology.

ANT667 Meth Prehistoric Iconography
Hours 3
An exploration of anthropological and art-historical concepts as applied to the problem of meaning in prehistoric representational art.

ANT670 Prin Physical Anthropology
Hours 3
A series of seminars and lectures designed to refine the student’s knowledge of research on nonhuman primates, fossil hominids, population genetics, and human variation and adaptation. Offered once a year.

ANT698 Individual Investigations
Hours 1-9
Directed dissertation research in archaeology, cultural anthropology, anthropological linguistics, or physical anthropology.

ANT699 Dissertation Research
Hours 1-15
No description available

MUSM502 Museum Collections Management
Hours 3
This course considers the intellectual, physical, legal, financial, social, and ethical challenges of preserving and providing access to museum collections. Through lectures, readings, hands-on activities, and field trips students explore the theory and practice of collections management and learn how to maximize available resources for collections care in any museum regardless of size.
Prerequisite(s): This course has no prerequisites. Students are expected only to have an interest in the course topic and content, a willingness to be active participants in the learning community that the course is designed to create, and the time and energy to complete the required in-class and out-of-class learning activities and assignments.

MUSM503 Museum Education and Exhibition
Hours 3
This course provides an overview of museum exhibition and education initiatives; two of the most important functions of all museums. The emphasis of the first part of the course will be on critiquing, designing and presenting museum exhibitions to various audiences. As exhibition and education are intricately linked in museums, the education component of this course will explore various ways to engage the visiting public through museum displays as well as other public outreach programs. Students should be prepared to not only design appealing museums displays but also successfully export their content in various formats to various publics that include schoolchildren.
Prerequisite(s): This course has no prerequisites. Students are expected only to have an interest in the course topic and content, a willingness to be active participants in the learning community that the course is designed to create, and the time and energy to complete the required in-class and out-of-class learning activities and assignments.

Faculty
Chair
Ian Brown
Graduate Program Director
Jason DeCaro
Professors
Elliot Blair
John Blitz
Ian Brown
Jason DeCaro
William Dressler
Marysia Galbraith
Keith Jacobi
Lisa LeCount
Christopher Lynn
David Meek
Kathryn Oths
Anthropology, MA

Admission Requirements

Students seeking MA degrees in anthropology at The University of Alabama must satisfy departmental entrance and examination requirements. An acceptable score on the Graduate Record Examination general test is required for admission. Students seeking PhD degrees must have already completed an MA in anthropology, either at Alabama or elsewhere, before undertaking doctoral work. Students are required to have taken graduate-level coursework in at least three of the four subdisciplines in anthropology before being admitted to the PhD program.

See the Admission Criteria section of this catalog for more information.

General Degree Requirements

For the MA degree, each student must complete a minimum of 30 credit hours in courses numbered 500 or above. Without special prior approval of the student’s advisor, the student’s committee, and the director of graduate studies, neither ANT 598 Individ Investigations nor ANT 599 Thesis Research will count toward the 30 hours.

All MA graduate students must successfully complete a core program consisting of one graduate course in at least three of the four fields of anthropology:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ANT 641</td>
<td>Culture</td>
<td>3</td>
</tr>
<tr>
<td>ANT 501</td>
<td>Anthropol Linguistics</td>
<td>3</td>
</tr>
<tr>
<td>ANT 670</td>
<td>Prin Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 625</td>
<td>Survey History Archaeology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 600</td>
<td>Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

Additional requirements include a comprehensive examination to be taken following the second semester in residence and reading knowledge of a foreign language or demonstration of a research skill such as statistical analysis. Thesis and non-thesis options are available and the specific requirements for these options are published on the department’s website. The MA degree will be conferred by The University of Alabama.

For the PhD program each student must complete 48 credit hours in courses numbered 500 or above. No more than 24 hours can be transferred from an MA program to the PhD program. A reading facility in one foreign language appropriate to the research topic must be demonstrated. Knowledge of quantitative methods and other advanced research skills must also be obtained through the required seminar ANT 601 Advanced Research Methods. Additional requirements include two core courses, each of which is specific to the doctoral tracks.

Archaeology of Complex Societies

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ANT 603</td>
<td>Theory &amp; Method In Archaeology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 604</td>
<td>Sem Archaeology Complex Society</td>
<td>3</td>
</tr>
</tbody>
</table>

Biocultural Medical Anthropology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ANT 610</td>
<td>Theory Method Medical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 612</td>
<td>Sem Biocultural Anthropology</td>
<td>3</td>
</tr>
</tbody>
</table>

Plan of Study

Early in the graduate program, each student confers with a faculty adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study is prepared and submitted to the Graduate School.

The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of approved Ph.D. credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

If later there are changes in the Plan of Study, the student simply submits an amended Plan to the Graduate School at the time that the form for Admission to Candidacy for Doctoral Degree is submitted.

A preliminary examination must be passed before undertaking dissertation research. Six to 12 months of ethnographic or archaeological field work is expected, followed by analysis and the writing of the dissertation. The dissertation itself will then be presented and defended before the student’s committee and other interested faculty.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for
graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**
At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

**Journal Format.**
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.
Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Anthropology, Ph.D.
The PhD curriculum builds on the strengths of the master's degree program by concentrating on two emphases:

1. the archaeology of complex societies, pertaining to the emergence and spread of early civilizations in the Americas, and
2. medical anthropology, the study of the influence of social relations and culture on psychological and biological adaptation.

The doctoral program is designed to prepare graduates with the skills needed to move easily into either academic or non-academic positions.

Admission Requirements
Students seeking MA degrees in anthropology at The University of Alabama must satisfy departmental entrance and examination requirements. An acceptable score on the Graduate Record Examination general test is required for admission. Students seeking PhD degrees must have already completed an MA in anthropology, either at Alabama or elsewhere, before undertaking doctoral work. Students are required to have taken graduate-level coursework in at least three of the four sub-disciplines in anthropology before being admitted to the PhD program.

See the Admission Criteria section of this catalog for more information.

General Degree Requirements
For the MA degree, each student must complete a minimum of 30 credit hours in courses numbered 500 or above. Without special prior approval of the student's advisor, the student's committee, and the director of graduate studies, neither ANT 598 Individ Investigations nor ANT 599 Thesis Research will count toward the 30 hours.

All MA graduate students must successfully complete a core program consisting of one graduate course in at least three of the four fields of anthropology:

- ANT 641  Culture  3
- ANT 501  Antropol Lingustics  3
- ANT 670  Prin Physical Anthropology  3
- ANT 625  Survey History Archaeology  3
- ANT 600  Research Methods  3

Total Hours 15

Additional requirements include a comprehensive examination to be taken following the second semester in residence and reading knowledge of a foreign language or demonstration of a research skill
such as statistical analysis. Thesis and non-thesis options are available and the specific requirements for these options are published on the department’s website. The MA degree will be conferred by The University of Alabama.

For the PhD program each student must complete 48 credit hours in courses numbered 500 or above. No more than 24 hours can be transferred from an MA program to the PhD program. A reading facility in one foreign language appropriate to the research topic must be demonstrated. Knowledge of quantitative methods and other advanced research skills must also be obtained through the required seminar ANT 601 Advanced Research Methods. Additional requirements include two core courses, each of which is specific to the doctoral tracks.

Archaeology of Complex Societies
ANT 603 Theory & Method In Archaeology 3
ANT 604 Sem Archaeology Complex Society 3
Biocultural Medical Anthropology
ANT 610 Theory Method Medical Anthropl 3
ANT 612 Sem Biocultural Anthropology 3

Plan of Study
Early in the graduate program, each student confers with a faculty adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study is prepared and submitted to the Graduate School.

The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

If later there are changes in the Plan of Study, the student simply submits an amended Plan to the Graduate School at the time that the form for Admission to Candidacy for Doctoral Degree is submitted.

A preliminary examination must be passed before undertaking dissertation research. Six to 12 months of ethnographic or archaeological field work is expected, followed by analysis and the writing of the dissertation. The dissertation itself will then be presented and defended before the student’s committee and other interested faculty.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.
Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a “B” grade or better may be transferred. The student must have attained an overall graduate GPA of “B” or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a “B” overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/ chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to “opt in” to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped
One or more preliminary sections of the dissertation as well); and having
departments require the defense of a dissertation proposal and/or writing
coursework as listed on the approved program of study; receiving
qualifying (major or preliminary) examination; completion of all
The requirements for advancing to candidacy include passing the
Admission to Candidacy
program and the Graduate School.
Failing the examination twice results in dismissal from the degree
awarded. A student may take the oral or written examination only twice.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and
it is deemed that an out-of-date course is integral to the degree program,
the college dean may request permission of the Graduate School for such
a course to be repeated. In this case, both grades are used in calculation
of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the
appropriate departmental adviser or major professor to select courses,
discuss when and by which method the doctoral residency requirement
will be completed, discuss research interests, and so forth. Then a Plan of
Study must be prepared and submitted to the Graduate School.
The PhD Plan of Study and DMA Plan of Study are available at the
Graduate School website. The Plan of Study for other doctoral programs
(EdD, DNP) are available from the student’s department, college or
school. All doctoral students must have a completed Plan of Study
approved by the Graduate School no later than the semester during which
the student will complete 30 semester hours of UA and/or transfer credit
toward the doctoral degree. Otherwise, a “hold” may be placed on future
registrations.
An amended Plan of Study (if needed) must be submitted to the Graduate
School when the student submits the form for Admission to Candidacy
for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all
doctoral candidates. This examination is given after
- any foreign language/research skill requirements are met (PhD
  students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate
  preparation in the major and minor fields of study.
The examination is conducted by the student’s supervisory committee
or other committee established in the program area. Whereas one of the
purposes of the preliminary examination is to determine the student’s
research competence to begin work on a dissertation, the examination
should be completed at least nine months before the degree is to be
awarded. A student may take the oral or written examination only twice.
Failing the examination twice results in dismissal from the degree
program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the
qualifying (major or preliminary) examination; completion of all
coursework as listed on the approved program of study; receiving
departmental approval of the dissertation subject (although some
departments require the defense of a dissertation proposal and/or writing
one or more preliminary sections of the dissertation as well); and having
the committee recommend the student for Admission to Candidacy for
the Doctoral Degree. The completed candidacy form is submitted to the
Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy,
received approval for the dissertation research proposal, or initiated
enrollment in 699 (dissertation research for a doctoral degree), the
student must pursue completion of the dissertation without interruption
by enrolling each fall and spring semester of the academic year for
at least 3 hours of dissertation research. Summer enrollment for 699
Dissertation Research is expected if the student is working on the
dissertation and using any University facilities or resources, including
faculty time, but the only time summer registration is required for
dissertation research (3 hours minimum) is when a doctoral student is
graduating in August or defending the dissertation during the summer
semester. This is true whether or not the student has formally submitted
an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of
such dissertation work upon completion of the degree. The amount of
dissertation research for which a student enrolls in any given semester
should be commensurate with the progress a student is expected to
make on the dissertation, as well as reflective of the extent to which
University facilities and faculty time are invested in the proposed
activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness,
manageability and significance of the projected research. The student
formally presents the written proposal to the dissertation committee
and defends it in a meeting with the committee. The proposal normally
includes an introduction giving an overview and stating the significance
of the proposed research, review of the literature, and methodology.
Departments determine the details of the dissertation proposal’s format
with respect to such things as the length of the introduction and detail of
the review of the literature.

Once the student and dissertation chair have developed a proposal, and
the graduate dean has approved the dissertation committee, the student
schedules the dissertation proposal meeting that includes all committee
members. The student cannot propose a dissertation and have its final
defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and
skill in organization, writing and presentation must be prepared on a
topic in the major field. It must constitute an original contribution to
knowledge. Early in the process, the subject of the dissertation must
be approved by the dissertation committee of the major department or
division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as
its chairperson, supervises the preparation of the dissertation. The
committee shall have no fewer than five members, all of whom are
appointed by the dean of the Graduate School. The graduate dean’s
approval of the proposed dissertation committee is expected to be
obtained before significant progress is made on the dissertation—typically
just before or just after the dissertation proposal meeting. For this
purpose, the student submits the form for Appointment/Change of a
Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA
Graduate Faculty. The committee chair must be a full member of the
Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide To Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

<table>
<thead>
<tr>
<th>Final-Semester Dissertation (699) Minimum Registration Hours</th>
<th>When the completed electronic dissertation was submitted to ProQuest/the Graduate School?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum hours of 699 registration required in the final semester</td>
<td></td>
</tr>
<tr>
<td>0</td>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
</tr>
<tr>
<td>1</td>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
</tr>
<tr>
<td>3</td>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

1 The University Calendar is available at the Academics tab of the website of the University Registrar.

Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and


- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations:** August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

**Protection of Human Subjects for Research**
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvment of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

**Final Examinations**
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**
At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of Art and Art History (ART and ARH)**
- Majors
  - Art History (MA) (p. 94)
  - Studio Art (MA) (p. 96)
  - Studio Art (MFA) (p. 98)

**Art History Courses**

**ARH501 Interdisciplinary Seminar**
Hours 3
The primary goal of this course is to explore contemporary visual culture through theory, history, and studio practice.

**ARH502 Paul R. Jones Collection of American Art K-12 Program**
Hours 3
This program is designed to offer graduate and undergraduate students the opportunity to conduct interdisciplinary community engagement activities via with the College of Arts and Sciences’s Paul R. Jones Collection of American Art (PRJCAA). Central to this course is student use of the PRJCAA to engage K-12 pupils and their teachers in the Tuscaloosa area. Students will learn about the PRJCAA including its content, mission, and goals. They will also begin investigating foundational readings in community engagement scholarship. To join this class, students must complete an application and interview process. This course does not meet at regularly scheduled class times during the day and much of course itself is conducted off-site at a school within the Tuscaloosa City School system. Students must undergo a mandatory (state required) background check before starting the program.

Prerequisite(s): By Instructor Permission Only

**ARH550 Literature Of Art**
Hours 3
Principles and methodology of the discipline as described in the writing of its founders and chief makers; bibliographical research method and mastery. Required of all art history MA students.

**ARH555 Asian Seminar**
Hours 3
No description available

**ARH556 The Arts Of Buddhism**
Hours 3
Students will learn the major artistic movements and styles inherent in the artistic products of India, China, Japan, Southeast Asia, Tibet and Nepal.
ARH560 Medieval Seminar
Hours 3
This course considers a broad range of issues, objects, and themes relevant to the study of art and architecture in medieval Europe. Class sessions will be organized around readings selected to introduce existing scholarship and methods while stimulating new questions for future research.

ARH565 Topics in Renaissance Art/Renaissance Seminar
Hours 3
This graduate-level seminar will explore a variety of critical themes and issues in the study of Early Modern/Renaissance art.

ARH570 Baroque & Rococo Seminar
Hours 3
No description available

ARH575 Nineteenth Cent Seminar
Hours 3
No description available

ARH577 American Art Seminar
Hours 3
Graduate level seminar exploring a topic of historical American Art.

ARH580 Twentieth Century Sem
Hours 3
No description available

ARH598 Independent Study
Hours 3
No description available

ARH599 Thesis Research
Hours 1-12
No description available

Studio Art Courses

ART501 Interdisciplinary Studio
Hours 3
The primary goal of this course is to explore contemporary visual culture through theory, history, and studio practice.

ART502 Paul R. Jones Collection of American Art K-12 Program
Hours 3
Prerequisites: Twelve undergraduate hours in the specific studio field requested, review of portfolio, and permission of the department chairperson. This course is open only to graduate students who are not enrolled in a graduate program in the Department of Art.

ART506 Independent Studies
Hours 1-6
Students may make proposals for projects not taught in the regular curriculum. These must be approved by a faculty sponsor and the chairperson of the department.

ART508 Special Projects
Hours 3
Special projects course titles include Alternative Photographic Process, Photo-based Printmaking, Water Media on Paper, Figurative Modeling and Sculpture, Experimental Drawing and The Photographic Artist's Book.

ART510 Advanced Drawing Seminar
Hours 3
The focus of this course will be the study and production of drawings as an activity that documents our memories, examines and explains the world around us, transforms our perceptions of time and space, and helps us invent new ways of seeing and thinking.

ART511 Graduate Seminar
Hours 3
A critical examination of contemporary issues, philosophies, criteria, and ideas in art.

ART512 Ceramics
Hours 2-6
The ceramics program has a fully equipped facility with a complete inventory of clay and glaze materials. Facilities include equipment for clay mixing and preparation; workstations for forming and throwing; gas, wood fire, raku, and electric kilns; and materials for experimental kiln construction. Personal instruction is given in all forming techniques, glaze calculations, and firings. Students are encouraged to experiment with the medium and explore new processes. Emphasis is placed on the student’s development of concepts and forms.

ART516 Painting
Hours 2-6
The primary goal of the painting program is to enhance the student’s ability in conceiving of a strong personal vision. The program defines painting as a complex and vital art form that exists in a state of constant flux, a tradition that is both mined in history and capable of regularly redefining itself. It equally embraces students who define painting as a practice that goes far beyond the brush, and those who employ more traditional methodologies.

ART518 Photography
Hours 2-6
Photography is viewed as a means of personal expression and exploration, emphasizing development of the student’s vision. Instruction is individually tailored and, although the facilities are designed for black and white printing, the exploration of alternative applications is encouraged. Graduate students are expected to increase their knowledge of the history of photography and contemporary art, and participate in teaching undergraduates. Facilities include a film developing area, two darkrooms, and a critique space. Computers are accessed through the digital media area.
ART520 Printmaking
Hours 2-6
Graduate printmaking is conducted in a workshop situation, including group critiques and technical demonstrations. The program philosophy embraces a broad spectrum of activities relating to the idea of the multiple and the history of printed material. Students are expected to master traditional techniques and encouraged to work in an interdisciplinary manner, exploring the boundaries of the media area. The facility comprises equipment for intaglio and relief printing, stone and plate lithography, screen printing, and photo-based/digital printmaking.

ART522 Sculpture
Hours 3-6
The sculpture program allows students to work with an extensive range of media and processes while emphasizing conceptual development and refined technical ability. Sculpture encompasses traditional media, methods, and processes as well as technologies that can be adapted to sculptural activities, idioms, and forms. Facilities include a full wood shop, metal fabrication shop, foundry, critique/installation room, and graduate studio space.

ART525 Graduate Critiques
Hours 3
This course examines the studio practice through critical discourse, defending and discussing aesthetic philosophy and its application to research in the visual arts.

ART528 Advanced Digital Photography (Graduate Level)
Hours 3
The course will expand upon digital skills for the photographer / digital artist presented in Art 328. This course presents technical, aesthetic and conceptual concerns at an advanced level. Content will be delivered through lecture, demonstrations, workshops, and experiential learning. The primary emphasis is on student-driven production of fully realized artworks. There will be regular critiques to facilitate the creative process. There will be a survey of contemporary photo / digital artists to stimulate ideas, discussion and practices across numerous conceptual themes. The semester will culminate in the production of a final portfolio and works presented for exhibition. Graduate students will be expected to create artworks at a higher level of sophistication. Further, they will be required to deliver content presentations to the class at level equivalent to course instruction. Finally, they will be expected to meet with professor regularly for in-depth discussions of course content and artistic production.
Prerequisite(s): ART 328

ART530 Problems and Techniques for Teaching Studio Foundations
Hours 3
Graduate students will acquire expertise with teaching concepts and techniques relative to studio foundations teaching.
Prerequisite(s): Graduate standing in Art or Art History

ART612 Ceramics
Hours 2-6
The ceramics program has a fully equipped facility with a complete inventory of clay and glaze materials. Facilities include equipment for clay mixing and preparation; workstations for forming and throwing; gas, wood fire, raku, and electric kilns; and materials for experimental kiln construction. Personal instruction is given in all forming techniques, glaze calculations, and firings. Students are encouraged to experiment with the medium and explore new processes. Emphasis is placed on the student's development of concepts and forms.

ART616 Painting
Hours 2-6
The primary goal of the painting program is to enhance the student's ability in conceiving of a strong personal vision. The program defines painting as a complex and vital art form that exists in a state of constant flux, a tradition that is both mired in history and capable of regularly redefining itself. It equally embraces students who define painting as a practice that goes far beyond the brush, and those who employ more traditional methodologies.

ART618 Photography
Hours 2-6
Photography is viewed as a means of personal expression and exploration, emphasizing development of the student's vision. Instruction is individually tailored and, although the facilities are designed for black and white printing, the exploration of alternative applications is encouraged. Graduate students are expected to increase their knowledge of the history of photography and contemporary art, and participate in teaching undergraduates. Facilities include a film developing area, two darkrooms, and a critique space. Computers are accessed through the digital media area.

ART620 Printmaking
Hours 2-6
Graduate printmaking is conducted in a workshop situation, including group critiques and technical demonstrations. The program philosophy embraces a broad spectrum of activities relating to the idea of the multiple and the history of printed material. Students are expected to master traditional techniques and encouraged to work in an interdisciplinary manner, exploring the boundaries of the media area. The facility comprises equipment for intaglio and relief printing, stone and plate lithography, screen printing, and photo-based/digital printmaking.

ART622 Sculpture
Hours 3-6
The sculpture program allows students to work with an extensive range of media and processes while emphasizing conceptual development and refined technical ability. Sculpture encompasses traditional media, methods, and processes as well as technologies that can be adapted to sculptural activities, idioms, and forms. Facilities include a full wood shop, metal fabrication shop, foundry, critique/installation room, and graduate studio space.

ART625 Graduate Critiques
Hours 3
This course examines the studio practice through critical discourse, defending and discussing aesthetic philosophy and its application to research in the visual arts.
Art History, MA

Admission Requirements

Applicants to all graduate programs must satisfy admission policies established by the Graduate School of The University of Alabama, listed earlier in this catalog. (The Graduate School does not require the MAT or GRE for admission to the graduate program in studio art; the GRE general test is required for admission to the graduate program in art history.) All application materials should be sent to the dean of the Graduate School at the time of application. Letters of recommendation should be sent to the Graduate Coordinator of the program to which the student is applying. Each studio program applicant must submit a comprehensive portfolio of work directly to the art department. The portfolio should include a minimum of 20 works of art in the proposed major (chosen from the areas listed above). Only CDs containing the applicant’s artwork are to be accepted. It is recommended that a prospective graduate student hold a degree in art, having maintained a "B" average in art. Conditional acceptance into the program is possible. Upon completion of cited deficiencies the student would be granted full admission. All studio art students enter the MA-level graduate program. Residency is required of all studio art students.

The ideal prospective graduate student in art history holds the BA degree with a major in art history. All applicants should have completed 24 semester hours in undergraduate art history courses and courses in related subjects, having maintained a "B" average. An applicant who does not meet these minimum admission requirements but is found to be acceptable in every other way may be offered conditional acceptance into the program.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

The MA in art history requires completion of 24 semester hours in art history, of which 6 hours may be taken in a related field. Courses are grouped into six general areas: Renaissance, Baroque, 19th-century, 20th-century/Contemporary, South/Southeast Asian and East Asian art. Students must take courses in at least two of the six areas, as well as ARH 550 Literature Of Art. Students registered on The University of Alabama campus must take at least 6 hours of coursework at The University of Alabama at Birmingham.

Further requirements include:

a. a reading knowledge of French, German, or another approved language, tested by examination;

b. a general written examination in art history prepared and read by the joint faculty; and

c. a written thesis (minimum of 6 hours).

The MA degree must be completed within a six-year period—the Graduate School’s time limit for all master’s degrees—and to avoid loss of graduate credit for completed coursework.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.
In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division. The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.
Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Studio Art, MA
Admission Requirements
Applicants to all graduate programs must satisfy admission policies established by The Graduate School of The University of Alabama, listed earlier in this catalog. The Graduate Record Exam (GRE) and Miller Analogy Test (MAT) are NOT required for Studio Art applicants. Applications are submitted online through The Graduate School website. All Studio Art students enter the graduate program at the MA level. Strong applicants to the program usually hold a BFA in Studio Art or BA in Studio Art with a related minor. However, applicants with different academic backgrounds will be considered. Admissions decisions are based on the strength of the applicant’s portfolio and written statements, and their potential for growth and achievement in the program. Prospective graduate students should have a "B" average in art classes. Conditional acceptance into the program is possible. Conditional students are granted full admission upon completion of any deficiencies. Residency is required of all Studio Art students.

Applicants should choose one of the following areas for focused coursework: ceramics, painting, photography, printmaking, or sculpture. Faculty also specializes in drawing, installation, and digital media, offering students the opportunity to work with a broad range of materials and processes. Each studio program applicant must submit a comprehensive portfolio of recent work. This portfolio should include a minimum of 20 works of art in the proposed area of focus. Please contact the department directly for directions on preparing application materials.

Campus visits are highly recommended. Applicants may visit graduate classes, tour studio facilities, and meet faculty and current graduate students. The department webpage offers more information about department resources and faculty activity. Prospective students are encouraged to contact faculty who specialize in their areas of interest.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
All new studio art students enter the MA program. The MA degree in studio art requires completion of a minimum of 30 semester hours of graduate work, including at least 6 hours in art history, 15 hours in a major studio field, 3 hours of graduate seminar, 3 hours of graduate critiques, and 3 hours of art studio electives. A thesis exhibition, written statement, and an oral review are required for successful completion of the program. The degree program must be completed within six years.

Master's Degrees
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. Most, master's programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.
In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**
A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

**Graduate Credit**
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint
that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research.

In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Studio Art, MFA
Admission Requirements
Applicants to all graduate programs must satisfy admission policies established by The Graduate School of The University of Alabama, listed earlier in this catalog. The Graduate Record Exam (GRE) and Miller Analogical Test (MAT) are NOT required for Studio Art applicants. Applications are submitted online through The Graduate School website. All Studio Art students enter the graduate program at the MA level. Strong applicants to the program usually hold a BFA in Studio Art or BA in Studio Art with a related minor. However, applicants with different academic backgrounds will be considered. Admissions decisions are based on the strength of the applicant’s portfolio and written statements, and their potential for growth and achievement in the program. Prospective graduate students should have a “B” average in art classes. Conditional acceptance into the program is possible. Conditional students are granted full admission upon completion of any deficiencies. Residency is required of all Studio Art students.

Applicants should choose one of the following areas for focused coursework: ceramics, painting, photography, printmaking, or sculpture. Faculty also specializes in drawing, installation, and digital media, offering students the opportunity to work with a broad range of materials and processes. Each studio program applicant must submit a comprehensive portfolio of recent work. This portfolio should include a minimum of 20 works of art in the proposed area of focus. Please contact the department directly for directions on preparing application materials.

Campus visits are highly recommended. Applicants may visit graduate classes, tour studio facilities, and meet faculty and current graduate students. The department webpage offers more information about
department resources and faculty activity. Prospective students are encouraged to contact faculty who specialize in their areas of interest. See the Admission Criteria section of this catalog for more information.

Degree Requirements

Admission to the master of fine arts program is by recommendation of a faculty review committee, which meets at the time of the candidate’s MA thesis exhibition. The committee will recommend that the candidate continue within the MFA program or finalize studies at the University with a completed MA degree.

The MFA degree requires the completion of a minimum of 60 semester hours of graduate work, including at least 9 hours of art history, 30 hours in a major studio area, 6 hours Graduate Seminar, 6 hours Graduate Critiques, and 9 hours in art history or art studio electives. The degree must be completed within six years of entering the studio graduate program. A graduate student may select a minor studio concentration of study or choose a variety of graduate-level classes offered within the art department or approved graduate-level elective courses. Candidacy for the MFA degree is based on the delivery of a public lecture by the candidate addressing his or her research in visual arts. Successful candidacy is achieved when the candidate has proven able to defend his or her research clearly and coherently. The candidate must demonstrate proficiency in addition to displaying personal direction in his or her chosen area of study.

A thesis exhibition is presented at the end of the candidate’s final term. During the exhibition, an oral examination is conducted by the student’s faculty committee. At that time, the candidate defends their exhibition and written statement.

Review procedure. A graduate review committee is established by each graduate student. The committee consists of no fewer than four faculty members but may have an unlimited number of approved graduate faculty. Required appointees to this committee include the department chairperson (director of graduate studies), the major area professor, an art historian, and another art studio faculty member. The chairperson of the committee is the student’s major area professor.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

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A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

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Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

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will be more than 18 semesters old at the time of UA master's program completion is not an option.

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**400-Level Courses**

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**Time Limit**

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**Thesis**

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**Comprehensive Examinations**

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- a course requiring interpretation and integration of information from previous courses;
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• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

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Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Department of Biological Sciences (BSC)
Research facilities include: Molecular Biology Core Facility, Steven Johnson Molecular Systematics Lab, Optical Analysis Facility, Aquatic Chemistry Laboratory, Animal Care Facility, as well as extensive museum collections and databases in the Scientific Collections Facility.

Local field sites include: J. Nicholene Bishop (Tanglewood) Biological Station, The University of Alabama Arboretum, Dauphin Island Sea Lab, Point Aux Pins Marsh Lab, and Talladega National Forest.

• Majors
  • Biological Sciences (MS) (p. 106)
  • Marine Science (MS) (p. 114)
  • Biological Sciences (Ph.D.) (p. 109)

BSC500 Vertebrate Funct Morphol
Hours 4
Morphology of animals, primarily vertebrates, with emphasis on functional aspects of anatomy. Laboratory deals mainly with comparative anatomy of the vertebrates. Offered fall semester.

BSC503 Intro Bsc Instruction
Hours 2
Students in the MS program who are not teaching assistants may receive up to 2 hours’ credit. Students in the PhD program who are not teaching assistants may receive up to 4 hours’ credit provided they teach two different laboratories. Offered fall and spring semesters.

BSC504 Intro Bsc Instruction
Hours 2
Students in the MS program who are not teaching assistants may receive up to 2 hours’ credit. Students in the PhD program who are not teaching assistants may receive up to 4 hours’ credit provided they teach two different laboratories. Offered fall and spring semesters.

BSC506 Intro Research Biol Sci
Hours 1
Surveys research programs in biological sciences. Offered fall and spring semesters.

BSC507 Research Tech In By
Hours 1-6
Individualized instruction and the application of research techniques to specific problems for graduate students in the department. Offered fall and spring semesters.

BSC512 Limnology
Hours 3
A study of freshwater environments and organisms living in lakes, ponds, and streams. Offered fall semester.

BSC515 Wetland Plant Ecology
Hours 3
An in-depth analysis of wetland ecology emphasizing the biology and ecology of vascular plants, including plant adaptations to anaerobic soils, reproductive adaptations, habitat, and plant zonation, and the role of plants in ecosystem function.

BSC517 Environmental Modeling
Hours 3
An integrated survey of quantitative principles and computer-based solution techniques important for understanding environmental systems and for environmental problem solving. Offered alternate fall semesters.

BSC520 Principles Of Systematics
Hours 4
An introduction to the principles, methods and applications of systematic zoology and the zoological classifications. Offered alternate fall semesters.

Biological Sciences
Prerequisite: Graduate standing.

Courses at the 500 level are not open to students who have received credit for the same courses at the 400 level.
BSC522 Biology of Cancer
Hours 3
This course is an introduction to the biological principals that explain the origins, development, pathology, and treatment of cancer. Students will work in teams assigned to particular types of cancer and will investigate what is known on various topics as related to that type of cancer.
Prerequisite(s): Must be enrolled in university graduate program.

BSC524 Human Physiology
Hours 3
Examines the cardiovascular, digestive, endocrine, muscular, neural, renal, reproductive and respiratory systems. Offered spring semesters.

BSC525 Human Physiology Lab
Hours 2
Centers on principles of physiology and instrumentation for physiology. Offered alternate fall semesters.
Prerequisite(s): None. Corequisite: BSC 524.

BSC528 Biology Of Fishes
Hours 4
A survey of the structure, function, ecology, and classification of fishes. Offered alternate spring semesters.

BSC529 Pathophysiology
Hours 3
The biological basis of disease at the cellular, organ and system level with emphasis on applications for health professionals.

BSC531 Pathogenic Microbiology
Hours 3
A study of microorganisms related to health and disease. Offered spring semester.

BSC532 Pathogenic Microbiol Lab
Hours 3
Practical experience in the isolation, characterization, and identification of pathogenic microorganisms. Offered alternate spring semesters.

BSC533 Microbial Diversity
Hours 3
A one semester indepth survey of the diversity of microbial life forms. Writing proficiency is required for a passing grade in this course. Offered alternate spring semesters.

BSC534 Plant Systematics
Hours 4
Characteristics and distribution of the major families of vascular plants, and practice in the collection and identification of flowering plants. One weekend field trip is required. Offered alternate spring semesters.

BSC535 Immunology
Hours 4
Thorough exploration of various aspects of modern immunology at the molecular and cellular levels. Offered fall semester.

BSC536 Immunology Lab
Hours 3
Practical experience in modern immunological techniques. Offered alternate spring semesters.

BSC539 Bch/Molecular Biology Lab
Hours 3
A survey of the common analytical techniques used in molecular biology. Topics include protein purification and characterization, enzymology, DNA isolation and restriction endonuclease mapping, and gene cloning. Offered spring semester.

BSC541 Developmental Biology
Hours 3
The course provides basic information about events in developing animal systems, emphasizing cellular, molecular, and genetic research approaches to the study of development. Offered spring semester.

BSC542 Integrated Genomics
Hours 4
This advanced undergraduate/graduate level course will introduce you the major technologies and concepts in genomics, familiarize you with some publicly available of bioinformatics databases and tools, contribute to the public knowledge base through your own bioinformatics and literature based research, and give you hands-on experience with genomics wet lab methods. This course will also provide information on careers in biotechnology.

BSC544 General Virology
Hours 3
The molecular biology of bacterial, animal, and plant virus replication, including the biophysical, biochemical, and biological properties of virus particles. Offered spring semester.

BSC548 Animal Behavior
Hours 3
This course is designed to provide modern perspectives on the study of animal behavior, pulling from fields as diverse as evolutionary biology, ecology, neurobiology and economics. However there will be a historical undercurrent which will illustrate the roots of this truly interdisciplinary field.

BSC549 Endocrinology
Hours 3
A detailed examination of the vertebrate endocrine system that uses a comparative approach to explore intricate relationships between the brain, endocrine glans, hormones and target organs.

BSC550 Fundamentals of Biochemistry
Hours 3
A one-semester survey of protein structure, enzyme kinetics, bioenergetics, and metabolism and its regulation. Offered fall and spring semesters.

BSC551 Bch/Molecular Biology II
Hours 3
A one-semester survey of the synthesis, processing, and degradation of DNA, RNA, and protein and the regulation of these processes. Offered spring semester.

BSC552 Biology of Cancer
Hours 3
This course is an introduction to the biological principals that explain the origins, development, pathology, and treatment of cancer. Students will work in teams assigned to particular types of cancer and will investigate what is known on various topics as related to that type of cancer.
BSC556 Microbial Ecology  
Hours 3  
A study of microorganisms in the environment, with emphasis on their roles in energy transformations, biogeochemical cycles, and biotic interactions. Offered alternate fall semesters.

BSC560 Human Developmental Biology  
Hours 4  
Development of the human embryo and fetus, including molecular, physiological, and structural aspects of morphogenesis and functional development. Offered irregularly.

BSC564 Biology Of Algae  
Hours 4  
Freshwater and marine algae and their structure, development, taxonomy, and distribution. Offered irregularly.

BSC565 Principles Of Toxicology  
Hours 3  
No description available  
Prerequisite(s): BSC 300

BSC569 Histology Of Vertebrates  
Hours 4  
No description available  
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BSC570 Principles of Population Genetics  
Hours 3  
Population genetics is the study of how evolutionary forces (genetic drift, natural selection, mutation, and gene flow) affect allele and genotype frequencies in populations. Population genetics is a field with a rich theoretical history that has allowed scientists to make predictions about these evolutionary processes. With the advent of massive amounts of genetic data in many species, it is now possible to test these predictions, and a solid foundation in theory, its expectations, and assumptions is crucial for interpreting results from genetic analyses. Students should expect to learn how evolutionary forces acting on individuals affect patterns of inheritance and ultimately drive the changes we see between species.  
Prerequisite(s): Must be enrolled in university graduate program.

BSC571 Plant Physiology  
Hours 3  
Plant physiology is a survey course covering all aspects of plant transport, translocation of nutrients, plant biochemistry, plant metabolism and plant growth and development considered in depth.

BSC572 Mycology  
Hours 4  
An introduction to the fungi and their biology, including aspects of their structure and function, taxonomy, genetics, and ecology.

BSC573 Bioinformatics  
Hours 3  
Bioinformatics BSC 473/573 is a lecture course that covers the tools and approaches necessary to perform computational analysis of large datasets. We will focus on analyzing high-throughput sequencing data although the tools we will learn are applicable to a wide range of modern biological questions. Specific topics include operating in a UNIX/bash shell environment, scripting, genome assembly, alignment, and algorithms. BSC 473/573 is a writing course and writing proficiency within this discipline is required for a passing grade in this course.  
Prerequisite(s): Graduate standing

BSC575 General Entomology  
Hours 4  
A survey of the structure, function, classification, and habits of insects. Offered irregularly.

BSC576 Aquatic Insects  
Hours 4  
A survey of aquatic insects, with emphasis on their identification, life histories, and ecology. Offered alternate spring semesters.

BSC578 Foundation of Advanced Biostatistics with Applications to R  
Hours 3  
This course provides an overview to common statistical methods used in biological research, using case studies from biology, ecology, and natural resources management. The overarching objective of this course is to give students the ability to use and effectively evaluate biological data. We will demonstrate and conduct statistical analyses with an emphasis on utilizing the statistical computing language, R, to apply statistical concepts to biological and ecological data.  
Prerequisite(s): Graduate standing or permission of the instructor.

BSC578 Conservation Biology  
Hours 3  
A thorough examination of the principles of conservation biology. Offered alternate spring semesters.

BSC579 Evolution  
Hours 3  
No description available  
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BSC584 Aquatic Biology Seminar  
Hours 1  
Review and discussion of current topics in aquatic biology. Offered spring semester.
BSC586 Stable Isotope Ecology
Hours 4
An advanced 4 credit hour course on application of stable isotopes in ecological research, incorporating lectures, discussion about published data, and hands-on field and laboratory experience.
Prerequisite(s): None

BSC587 Biogeography
Hours 3
Examination of the ecological and historical factors influencing the geographical distribution of plants and animals.
Prerequisite(s): Undergraduate or graduate-level course in ecology.

BSC590 Stream Ecology
Hours 4
A thorough study of the structural (physical and biological) and functional (energy flow, nutrient cycling, community structure) attributes characteristic of stream and river ecosystems. Offered alternate spring semesters.

BSC593 Cell Cycle Regulation
Hours 3
In-depth review and discussion of recent scientific research literature dealing with mechanisms of eukaryotic cell cycle regulation and their significance in human cancers. Provides a foundation for further studies in the cell cycle field, which impacts many areas of cell, molecular, and developmental biology.

BSC594 Signal Transduction Neuroby
Hours 3
Seminar on current topics related to signal transduction, as it pertains to the molecular basis of neurobiology and development. Offered alternate fall semesters.

BSC595 Advanced Cell Biology
Hours 3
Presents the structures, functions, and relationships of cellular organelles and the cytoskeleton. Offered fall semester.

BSC596 Bioremediation
Hours 3
Study of the biological degradation of toxic chemicals in the environment. Offered irregularly.

BSC598 Non-Thesis Research
Hours 1-15
Non-Thesis Research.

BSC599 Thesis Research
Hours 1-15
Thesis Research.

BSC601 Biological Sciences Seminar
Hours 1
This course will introduce graduate students to a diversity of current topics and expand their knowledge of the methodology and application of research and research methods in the biological sciences. In addition to attending seminars by invited speakers and departmental faculty members, the course will also provide graduate students with instruction and practice in the oral presentation of research data.

BSC602 Adv Molecular Res Sem
Hours 1
Student presentations of research background and current results. Students may enroll each semester. Offered fall and spring semesters.

BSC604 Scientific Writing and Data Presentation
Hours 3
This course will teach students writing skills for grant proposal and research paper preparation as well as other data presentation techniques in the biological sciences.
Prerequisite(s): Graduate standing or permission of the instructor.

BSC605 Ecology Systematics Sem
Hours 1
Seminar.

BSC606 Adv Ecology & System Sem
Hours 1
Students attend and participate in a one-hour weekly seminar and present a 45-minute seminar during the semester. The seminar presented should be a synthesis of research on a particular topic in ecology or systematics, requires a practice session, and includes written evaluations by the faculty. Offered fall and spring semesters.

BSC607 Adv Research Tech In By
Hours 1-6
Individualized instruction and the application of research techniques to specific problems at an advanced level for graduate students in the department. Offered fall and spring semesters.

BSC613 Ecosystem and Global Ecology
Hours 4
Analysis of the structure of and functional interactions and fluxes among physical, chemical, and biological components of aquatic ecosystems. Functional commonalities are sought among diverse ecosystems (lakes, rivers, reservoirs, shallow waters, land-water interfaces). Offered irregularly.

BSC620 Molecular Systematics
Hours 4
Theory and methods of phylogenetic analyses using molecular sequence data. Students will be able to select appropriate loci for the desired level of phylogenetic analysis, align sequences, generate phylogenetic hypotheses with a variety of inference methods, generate and evaluate branch-support values, and infer evolutionary patterns of from phylogenetic trees. Students will be able to critically evaluate phylogenetic methods and the support for conclusions reached in the phylogenetic literature for organisms across the Tree of Life.
Prerequisite(s): BSC 520

BSC635 Developmental Genetics
Hours 3
A course in the genetic and molecular mechanisms of development for graduate students. Offered alternate fall semesters.

BSC651 Population Ecology
Hours 3
Theory and practice of population ecology (plants and animals); sampling, population processes, regulation, interspecific interactions, age structure analysis, and applications in resource management. Offered alternate fall semesters.
**BSC652 Community Ecology**  
**Hours 3**

Thorough investigation of theory and empirical studies of ecological communities (plant, animal, microbial), including methods, community structure, diversity, succession, links to ecosystem function, resource management. Offered alternate spring semesters.

**BSC653 Ecosystem & Global Ecology**  
**Hours 4**

A comprehensive coverage of ecosystem concepts and processes at scales from local to the biosphere. This course encompasses the full range of biotic diversity and ecosystems.

**BSC654 Sediment Biogeochemistry**  
**Hours 3**

An advanced 3 credit hour course on how processes occurring in the top few centimeters to meters of sediments influence processes at the local scale and global cycling of many elements.  
Prerequisite(s): None

**BSC656 Microscopical Techniques**  
**Hours 4**

An introduction to the methods and applications of electron microscopy in biological research, including techniques for preparation of biological specimens, operation of the transmission and scanning electron microscopes, and photography. Offered irregularly.

**BSC666 Disease Models and Mechanisms**  
**Hours 3**

A graduate level seminar on current topics related to use of animal model systems, as they pertain to the molecular basis of human disease. This course is designed to expose students to recent research in a variety of diseases. The instructor and students will give lectures that provide a general survey of current disease research topics. During each class, a student will give an introduction on the particular disease being discussed that week. This introduction usually contains some basic information about the disease (e.g. symptoms, incidence rate, diagnosis and prognosis) as well as the known and unknown aspects of what causes the disease. Detailed student presentations will then follow on specific and recent literature within that topic with a focus on molecular mechanisms. This is designed to foster interactive class discussion and to strengthen the analytical and presentation skills of graduate students in cell and molecular biology. Emphasis on critical thinking and evaluation of scientific approaches and application of methods will be a major component of this course. In addition to the presentation of a disease topic and participation of the course in each class, as a final assignment, students will be asked to write a “News and Views” type “preview” article on a recent or in-press article related to human disease modeling. If demonstrating appropriate scholarly value, select articles might be revised under the supervision of the instructor and then submitted for publication to an appropriate journal, such as Disease Models and Mechanisms or the Journal of Neuroscience. Specific guidelines for this assignment are provided. Assessment of student progress in terms of pre-test/post-test, written critiques of presentations and writing assignments will be provided. Following each class, Dr. Caldwell will provide immediate feedback on their presentation and suggest areas for improvement. Outline of Course Topics: 1) the molecular basis of select diseases 2) strengths/weaknesses of specific animal model systems (worms, flies, mice, zebrafish) 3) role of genetic, cellular, and molecular processes in disease 4) application of model systems toward therapeutic development.  
Prerequisite(s): Graduate Student Status

**BSC675 Global Change Biology**  
**Hours 3**

Students will take a detailed look at climate change across a variety of scales (species to biomes) using primary literature sources. Each student will lead a discussion in an area of climate change of their choice (e.g. climate change leading to disease, climate change and biological feedback, alteration in climate and storm intensity, decline of amphibians); these topics need not be limited to biological subjects. Students will be expected to participate in critiques of primary literature, class discussions, and the development of an individual proposal (including preproposal, budgets, and panel discussions of funding).  
Prerequisite(s): Must be enrolled in University Graduate Program.

**BSC681 Topics in Drosophila Biology**  
**Hours 1**

This is a graduate level course on the current genetic research methods and technologies using Drosophila as a model system. The course covers topics including using Drosophila to model human disease, developmental biology, evolution and development, and ethics and professionalism in science.
BSC695 Spec Topics Biolog Sci
Hours 1-4
Courses with this number may address any biological topic not covered by existing courses. The credit hours and format are arranged as appropriate to each topic. The specific course title is added at the time the course is taught. Offered irregularly.

BSC696 Resident Study
Hours 2-6
Credit for the course is determined by the extent of the coursework. Offered fall and spring semesters.

BSC698 Res Not Rel Dissertation
Hours 1-15
Research Not Related to Dissertation.

BSC699 Dissertation Research
Hours 1-15
Dissertation Research.

Marine Science
Courses offered at DISL carry the same credit toward graduate degrees as those taught on The University of Alabama campus by the Department of Biological Sciences.

MS304 Marine Geology
Hours 4
Credit earned in this course may not be applied to the requirements of the biological sciences major or minor. Field sampling techniques, laboratory analysis of sediments, topography, sediments, and history of the world oceans.

MS306 Marine Biology
Hours 4
Survey of the invertebrates, vertebrates, and marine plants as communities, with emphasis on local examples.

MS408 Marine Invertebrate Zoology
Hours 4
Comparative study of the major marine invertebrate phyla, protozoa through protostomes. The focus is on their morphology, physiology, ecology, and phylogenetic relationships.

MS419 Marine Ecology
Hours 4
Bioenergetics, community structure, population dynamics, predation, competition, and specialization in marine ecosystems.

MS433 Coastal Zone Management
Hours 2
Review of ecological features, physical management policies for coastal communities, and a description of relevant federal and state programs.

MS448 Intro Oceanography
Hours 4
A general introduction to the oceans, with emphasis on chemical, physical, and geological processes and their relation to biological systems.

MS452 Marine Vertebrate Zoology
Hours 4
Systematics, zoogeography, and ecology of marine vertebrates.

MS453 Marine Botany
Hours 4
Reproduction, taxonomy, systematics, distribution, and ecology of the major marine plant groups.

MS497 Special Topics
Hours 1-4
A marine science topic not covered in other courses. The credit hours and format are determined as appropriate to the topic. Offered according to demand and instructor availability.

Faculty
Chair
Janis M. O’Donnell

Graduate Director
John Yoder

Academic Coordinator
Katrina Ramonell

Biological Sciences, MS
Admission Requirements
Before entering graduate study in the biological sciences, the student is expected to have a substantial knowledge of chemistry, mathematics, and physics, and to have completed basic courses in the biological sciences with high standards of scholarship. In general, a curriculum equivalent to that required of undergraduate majors in the Department of Biological Sciences is expected. Students admitted without this background may be required to make up course deficiencies without receiving graduate credit.

Two types of admission to the graduate program in the biological sciences are possible: regular admission and conditional admission. In general, to be considered for regular admission, a student must have an overall scholastic average of 3.0 (based on a 4.0 system), including a 3.0 grade point average for the last 60 hours attempted and a 3.0 average in all biological sciences courses attempted. In addition, the applicant must have received a combined score of at least 1200 on the verbal and quantitative portions on the general test of the Graduate Record Examination.

Consideration for conditional admission requires an overall scholastic average of 2.5 (based on a 4.0 system), including a 3.0 average for the last 60 hours attempted and a 3.0 average in all biological sciences courses attempted. Also required is a combined score of at least 1000 on the verbal and quantitative portions on the general test of the Graduate Record Examination. Each student admitted conditionally to the biological sciences graduate program must maintain a 3.0 average for his or her first 12 hours in the Department of Biological Sciences at The University of Alabama. All hours taken in the semester in which the student reaches 12 hours will be considered, even if by so doing the total exceeds 12 hours. If this requirement is not met, the student will be automatically dismissed without appeal following the semester in which these 12 hours are earned, except in those cases that are obviously beyond the student’s control.
See the Admission Criteria section of this catalog for more information.

Degree Requirements

Students should refer to the Graduate Student Handbook of the Department of Biological Sciences for additional information.

Plan I and Plan II both are available for the MS degree. A student pursuing an MS degree under either plan is expected to submit a formal research proposal by his or her second semester in residence, and to take final written and oral examinations before the degree is granted. Plan I requires 24 hours of coursework and a formal thesis; Plan II requires 30 hours of coursework and a written research report approved by the student's graduate committee. A "B" average must be maintained in all coursework.

Additional information on the various degree programs is available on request from The University of Alabama, Department of Biological Sciences, Box 870344, Tuscaloosa, AL 35487-0344; or visit our website.

Master's Degrees

The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master's degree:

**Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's
candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to approve Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first
session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Biological Sciences, Ph.D.

Admission Requirements
Before entering graduate study in the biological sciences, the student is expected to have a substantial knowledge of chemistry, mathematics, and physics, and to have completed basic courses in the biological sciences with high standards of scholarship. In general, a curriculum equivalent to that required of undergraduate majors in the Department of Biological Sciences is expected. Students admitted without this background may be required to make up course deficiencies without receiving graduate credit.

Two types of admission to the graduate program in the biological sciences are possible: regular admission and conditional admission. In general, to be considered for regular admission, a student must have an overall scholastic average of 3.0 (based on a 4.0 system), including a 3.0 grade point average for the last 60 hours attempted and a 3.0 average in all biological sciences courses attempted. In addition, the applicant must have received a combined score of at least 1200 on the verbal and quantitative portions on the general test of the Graduate Record Examination.

Consideration for conditional admission requires an overall scholastic average of 2.5 (based on a 4.0 system), including a 3.0 average for the last 60 hours attempted and a 3.0 average in all biological sciences courses attempted. Also required is a combined score of at least 1000 on the verbal and quantitative portions on the general test of the Graduate Record Examination. Each student admitted conditionally to the biological sciences graduate program must maintain a 3.0 average for his or her first 12 hours in the Department of Biological Sciences at The University of Alabama. All hours taken in the semester in which the student reaches 12 hours will be considered, even if by so doing the total exceeds 12 hours. If this requirement is not met, the student will be automatically dismissed without appeal following the semester in which these 12 hours are earned, except in those cases that are obviously beyond the student's control.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
A doctoral Plan of Study must be submitted to the Graduate School by the time the student completes 30 hours of UA and/or transfer for the doctorate. A minimum of 48 semester hours of graduate course credit is required for the PhD degree. A "B" average must be maintained in all coursework. Students also are required to take at least 24 hours in BSC 699 Dissertation Research. All requirements for the PhD must be completed within a period of seven years following admission to the doctoral program. There is no general requirement for a foreign language, although individual graduate committees may require a language. A formal dissertation is required, in addition to preliminary written and oral examinations and a final oral examination.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the preliminary (comprehensive) examination. See the online Graduate Catalog (p. 4) for details on the Plan of Study, Admission to Candidacy, and all other degree requirements.

Additional information on the various degree programs is available on request from The University of Alabama, Department of Biological Sciences, Box 870344, Tuscaloosa, AL 35487-0344; or visit our website.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.
Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral
students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. **All doctoral programs:** Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. **PhD Programs Only:** A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to
admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.
Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
Chemical Engineering  
Chemistry  
Civil Engineering  
Computer Science  
Economics  
Education (all departments)  
Electrical and Computer Engineering  
Finance  
Geological Sciences  
Health Education and Promotion  
Management  
Management Science  
Marketing  
Mechanical Engineering  
Metallurgical and Materials Engineering  
Physics  
Psychology  

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Marine Science, MS
The graduate Marine Science Program (MSP) is a dual-campus program of the Department of Biological Sciences at The University of Alabama and University programs at the Dauphin Island Sea Lab (DISL), a facility of the Alabama Marine Environmental Sciences Consortium (MESC). Both sites provide unique facilities to support education and research in the field of marine science. The main campus facilities include a marine algae and marine invertebrate collection. At DISL, there is a diversely trained resident faculty available year-round to teach graduate-level courses that are part of the MSP curriculum, to serve as thesis advisors, to provide support space, and to employ resident students in funded extramural research projects. The library at DISL specializes in publications that focus on the marine environment.

In addition, DISL provides support for University programs by way of a research facility containing offices, laboratories, and support facilities
for the resident graduate faculty; three lecture-room/teaching-laboratory buildings; and two dormitories, an efficiency apartment building, and a dining hall. Access to the bay and Gulf waters is available via scheduled use of the 65-foot steel-hull R/V A. E. Verrill and by a variety of outboard-motor-powered craft that can be towed to different sites for launching.

Admission Requirements

Students seeking admission to the Marine Science Program must satisfy the general admission requirements of the Graduate School, found in the Admission Criteria section of this catalog. For further specific information, please contact Dr. Julie Olson, Coordinator of Graduate Studies, the University of Alabama Marine Science Program, 120B Biology Building, Tuscaloosa, AL 35487, Box 870344; telephone (205) 348-2633 OR 101 Bienville Boulevard, Dauphin Island, AL 36528; telephone (334) 861-7528; fax (334) 861-7540; e-mail jolson@biology.as.ua.edu.

Financial Support

The Marine Science Program cannot commit funds to prospective students. However, there are sources of funds—both within the University and at DISL. On campus, qualified students may compete for available departmental graduate teaching assistantships, when funds are available. Consideration is based on a combination of composite GRE scores and most recent degree GPA. Additional consideration may be given to students possessing special skills. At DISL, resident students may be supported by DISL fellowships or assistantships, faculty research grants or contracts, or extramural funding.

Degree Requirements

Each candidate will be guided by a graduate committee consisting of at least three members appointed by the dean of the Graduate School. Usually, one member of the committee will be a qualified member of the faculty in residence on the Tuscaloosa campus.

Each student must complete a minimum of 8 hours of graduate credit on the Tuscaloosa campus. Normally, this occurs during the student’s first calendar year in the Graduate School. No foreign language is required.

Each student will undergo a preliminary examination prepared by the student’s graduate committee and designed to be answered in about four hours a day over three consecutive days. The examination will be administered by the committee chairperson no later than the third semester of enrollment. Prior to the examination, it is expected that the student will discuss preparation and subject matter with committee members. Each student will participate in an interdisciplinary effort (e.g., cruise or field exercise) at some time during residence at the Dauphin Island Sea Lab.

Each student, upon completion of the coursework and thesis, will present a faculty- and peer-review seminar on the thesis content. Additionally, the graduate committee will administer a final oral examination. The master of science in marine science degree requires at least 24 hours of graduate credit. Both Plan I and Plan II are acceptable. Additional information is in the Degree Requirements section of this catalog.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential
evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting. As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for
those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation

Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree

Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Department of Chemistry (CH)

- Majors
  - Chemistry (MSC) (p. 119)
  - Chemistry (Ph.D.) (p. 121)

Financial Assistance

Financial assistance for graduate students in chemistry is available through fellowships, graduate teaching assistantships, and graduate research assistantships.

CH501 Intro Grad Inorg Chem
Hours 3
Generally, this course is for entering graduate students whose undergraduate training in inorganic chemistry is insufficient.

CH505 Medicinal Chemistry
Hours 3
Detailed investigation of the drug design process. Includes lead discovery, target identification and validation, pharmacodynamics, pharmacokinetics, and drug delivery systems. Chemical modification to improve efficacy will be emphasized.

CH510 Scientific Glassblowing
Hours 3
No description available

CH521 Intro Grad Analytical Chem
Hours 3
Generally, this course is for entering students whose undergraduate training in analytical chemistry is insufficient.

CH524 Adv Anl Ch I Spec Meth
Hours 3
Provides graduate students with knowledge of the fundamental aspects of various modern methods of spectroscopic analysis. Reference to analytical applications and experimental methods is made, where relevant.

CH526 Chemometrics
Hours 3
Chemometrics involves the application of statistical and mathematical methods to chemistry. Areas of emphasis will be data and error analysis, calibration, experimental design, signal processing and transform procedures, and data description and enhancement.

CH530 Intro Grad Org Chem
Hours 3
Generally, this course is for entering graduate students whose undergraduate training in organic chemistry is insufficient.

CH531 Adv Organ Chem I Physicl
Hours 3
Theory and mechanism of organic transformations, detailed evaluation of organic structure, molecular dynamics, molecular orbital interactions, molecular symmetry, stereochemistry of reactions, and energetics of reaction paths.

CH532 Adv Org Ch II React Synt
Hours 3
Fundamentals of organic transformations and advanced synthetic methodology with application to the synthesis of complex organic structures.

CH540 Intro Grad Phy Chem
Hours 3
Generally, this course is for entering graduate students whose undergraduate training in physical chemistry is insufficient.
CH541 Adv Physical Chem I  
Hours 3  
No description available  

CH549 Adv Ph Ch II Atom/Mol  
Hours 3  
No description available  

CH561 Biochemistry I  
Hours 3  
First-semester course in basic biochemistry. Structure and properties of biological molecules, including proteins, DNA, RNA, carbohydrates, lipids, and enzyme cofactors and prosthetic groups. Introduction to intermediary metabolism and glycolysis. Offered fall semester.

CH562 Biochemistry II  
Hours 3  
Continuation of basic one-year course in biochemistry. Intermediary metabolism, TCA cycle, oxidative phosphorylation, and catabolism of biomolecules. Biosynthesis of amino acids, nucleotides, carbohydrates, and lipids. DNA and RNA replication, with introduction to recombinant technology. Protein biosynthesis and membrane transport. Offered spring semester.

CH563 Biochemistry Lab  
Hours 3  
One lecture and one six-hour laboratory. Biochemical techniques within the structure of a semester-long research project. Topics include protein purification and chromatography, spectroscopy, electrophoresis, kinetics, and DNA manipulation.

CH564 Adv Biophysical Chem  
Hours 3  
The study of physical techniques applied to the development and experimental verification of biochemical hypotheses. Examples include forms of spectroscopy, treatment of multiple equilibria, and enzyme kinetics. Examples of applications are drawn from such areas as oxygen transport, oxidative phosphorylation, and photosynthesis.

CH565 Adv Bio-Inorganic Chem  
Hours 3  
Study of current knowledge on the roles of metal ions in biological systems, including structural and catalytic functions. Topics include bio-coordination chemistry, spectroscopic and magnetic methods, and kinetics.

CH566 Bioorganic Reaction Mechanisms  
Hours 3  
This course will be divided into two main areas. We will begin with methods for studying enzyme reaction mechanisms. This section will include steady-state enzyme kinetics, derivation of rate equations, enzyme inhibition, isotope exchange methods, pH and viscosity effects, kinetic isotope effects, and site-directed mutagenesis. We will then utilize these methods in order to investigate the chemical mechanisms enzymes use to catalyze specific reactions (hydrolysis; group transfer; 1,1 hydrogen shift; 1,2 hydrogen shift; C-C bond formations; and redox chemistry). We will also cover the chemistry associated with several cofactors required by enzymes (flavins, thiamin pyrophosphate, tetrahydrofolate, etc).

CH570 Research Techniques Chemistry  
Hours 1-6  
Independent study in chemistry to learn the tools of chemical research.

CH584 Literature and Communication in Graduate Chemistry  
Hours 3  
This course is an introduction to researching chemistry literature. Topics covered will primarily be related to scientific critical analysis and effective scientific communication, both written and oral. Students will receive structured guidance from the class instructor(s), chemistry faculty, and their class peers throughout the semester to assist with writing a chemistry research paper and delivering an oral presentation. Successful completion of this course will fulfill the literature seminar requirements (written research paper and seminar) for chemistry graduate students.

CH585 Chemistry Seminars  
Hours 2  
Course requires attendance at presentations given by graduate students and outside speakers.

CH586 Chemistry Seminars  
Hours 2  
Presentation of seminar to department.

CH599 Thesis Research  
Hours 1-6  
No description available  

CH601 Adv Inor Chi:Strct Mth  
Hours 3  
No description available  

CH605 Spec Topics Inorg Chem  
Hours 3  
No description available  

CH609 Organometallic Chem  
Hours 3  
Structure, bonding, and reactivity of organotransition metallic compounds, mechanisms of transformations and fundamental reaction types, applications to catalysis and organic synthesis.

CH621 Trends In Analytical Chem  
Hours 3  
No description available  

CH626 Surface Analytical Techniques  
Hours 3  
Introduces the student to the instrumentation and techniques used to study surfaces and interfaces. Spectroscopic, microscopic, desorption, and vacuum techniques are covered.
CH627 Mass Spectrometry
Hours 3
Deals with all areas of mass spectrometry (MS), including single and multiple stage MS and chromatography/MS. The emphasis is on fundamental principles and instrumentation, as well as applications and data interpretation.

CH635 Sel Topics In Org Chem
Hours 3
No description available

CH637 Spectroscopic Technqiqa
Hours 3
Fundamentals of spectroscopic techniques for structure determination of organic molecules. Theory and application of IR, NMR, and MS in organic chemistry.

CH643 Quantum Mechanics
Hours 3
This course covers topics in molecular reaction dynamics. We will study how reactions occur in the gas-phase, at surfaces and in liquids. We will also study molecular photochemistry and describe modern experimental techniques.
Prerequisite(s): CH 342

CH645 Physical Methods of Materials Chemistry
Hours 3
When one or more of the physical dimensions of an object approach reduce to the 1-100 nm range dramatic changes in the properties can occur. This has lead to the ideas of "Nanoscience" and "Nanotechnology." Some of the physical chemistry of these objects involves both new methods of measurement and new fundamental concepts. Examples of new experimental methods include, Atomic Force Microscopy, Atomic Scanning/Tunneling Microscopy, Near Field Imaging, and Surface Enhanced Raman Scattering. Examples of new fundamental concepts include plasmon resonance, coulomb blockade, and quantum confinement. The goal of this course will be to provide the student with the basic tools to read the scientific literature with understanding of the material and to provide the students with an overview of work in this area.

CH660 Adv Research Techniques Chem
Hours 1-6
Independent study in chemistry to learn advanced research techniques used in all areas of chemical research.

CH680 Initial Research Review
Hours 1
MS and PHD students present their initial research project progress to their thesis or dissertation committee respectively.

CH681 Original Research Proposal
Hours 1
PHD students prepare an original research proposal to solve a current problem in chemical science and present and defend it in front of their dissertation committee.

CH699 Dissertation Research
Hours 1-12
No description available

Faculty
Chair
Kevin Shaughnessy
Graduate Director
Stephen Woski
Professors
Kevin Shaughnessy
Stephen Woski

Chemistry, MSC

Admission Requirements
In addition to meeting the general requirements of the Graduate School, entering graduate students should have completed, with an average grade of "B" or better, undergraduate coursework equivalent to a major in chemistry. Applicants may qualify for regular or conditional admission. To be considered for regular admission, an applicant must have a verbal and quantitative score of at least 1000 on the general test of the Graduate Record Examination or a score at the 50th percentile on the Miller Analogies Test.

An applicant whose credentials do not meet the requirements for regular admission may be considered for conditional admission if the applicant has a grade point average of 2.5 overall and an acceptable score on the appropriate admission examination. An applicant may be considered for conditional admission if he or she meets either the 3.0 GPA requirement for regular admission or the entrance examination requirement for regular admission. A student admitted conditionally must remove any undergraduate deficiencies during the first year of graduate study and must remove the condition by earning an average of "B" or better in the first 12 hours of graduate-level work.

Diagnostic examinations covering the traditional areas of chemistry are required of all entering graduate students. These examinations are given a few days prior to registration for the first semester so that the results may be used by the departmental graduate committee in planning the student's coursework for the first year.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The requirements for the MS in chemistry are the same as the Graduate School's general requirements. The PhD degree requirements also follow the policies in the Graduate Catalog. The comprehensive examination usually consists of a number of written cumulative examinations plus the oral defense of an original research proposal. In addition, acceptable literature and research seminars must be presented to the chemistry faculty and graduate students. The PhD student's research performance is evaluated by his or her research advisor with concurrence of the student's dissertation committee. Normally, the student is expected to be an author or coauthor of at least one publication in a refereed scientific journal prior to the awarding of the degree.
Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, ”article-style dissertations” are unified works that include several distinct but related studies of research or creative activity,
each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

**Journal Format.**

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.**

**Chemistry, Ph.D.**

**Admission Requirements**

In addition to meeting the general requirements of the Graduate School, entering graduate students should have completed, with an average grade of "B" or better, undergraduate coursework equivalent to a major in chemistry. Applicants may qualify for regular or conditional admission.
To be considered for regular admission, an applicant must have a verbal and quantitative score of at least 1000 on the general test of the Graduate Record Examination or a score at the 50th percentile on the Miller Analogies Test.

An applicant whose credentials do not meet the requirements for regular admission may be considered for conditional admission if the applicant has a grade point average of 2.5 overall and an acceptable score on the appropriate admission examination. An applicant may be considered for conditional admission if he or she meets either the 3.0 GPA requirement for regular admission or the entrance examination requirement for regular admission. A student admitted conditionally must remove any undergraduate deficiencies during the first year of graduate study and must remove the condition by earning an average of "B" or better in the first 12 hours of graduate-level work.

Diagnostic examinations covering the traditional areas of chemistry are required of all entering graduate students. These examinations are given a few days prior to registration for the first semester so that the results may be used by the departmental graduate committee in planning the student’s coursework for the first year.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The requirements for the MS in chemistry are the same as the Graduate School's general requirements. The PhD degree requirements also follow the policies in the Graduate Catalog. The comprehensive examination usually consists of a number of written cumulative examinations plus the oral defense of an original research proposal. In addition, acceptable literature and research seminars must be presented to the chemistry faculty and graduate students. The PhD student’s research performance is evaluated by his or her research advisor with concurrence of the student’s dissertation committee. Normally, the student is expected to be an author or coauthor of at least one publication in a refereed scientific journal prior to the awarding of the degree.

The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321)
section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  - describes the compelling circumstances,
  - briefly describes the current status of the dissertation, then
  - includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation or on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his desigenee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
• If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this
Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
</tbody>
</table>

After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see "USCIS" section under "Minimum Hours—Other Policies and Regulatory Bodies" on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement

At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Communicative Disorders (CD)

The program combines coursework, observation, and practicum to familiarize students with communicative disorders and to develop their skills in assessment and rehabilitation. Most students with undergraduate degrees in communicative disorders will complete the degree requirements in five semesters of full-time study. Students who complete the master’s degree will also have met the academic and practicum requirements for the Certificate of Clinical Competence from the American Speech-Language-Hearing Association and for a license from the State of Alabama. These credentials enable graduates to be employed in clinical settings as well as in the public schools of Alabama and many other states, depending upon the certification requirements of those states.

Practicum sites include UA’s Speech and Hearing Center, public schools, DCH Regional Medical Center, University Medical Center, West Alabama Rehabilitation Center, Bryce Hospital, RISE Program, VA Medical Centers in Tuscaloosa and Birmingham, and other sites in the Birmingham area. Certified and/or licensed professionals supervise at all sites.

- Major
- Speech Language Pathology (MA) (p. 129)

CD501 Intro To Research Meth

Hours 3

CD502 Psychology of Language  
Hours 3  
Language is a system of symbols that we use to communicate. The power of this system enables us to share the contents of our minds with other people who share that language. The evolution of language has profoundly shaped the lives of human beings, enabling our species to transmit knowledge from one generation to the next. This accumulated knowledge over time and space has allowed humans to proliferate as a species. New words are added to a language as new ideas emerge. The psychology of language is the study of the processes by which we as human beings generate grammatical sequences of linguistic symbols for comprehension by the listener.

CD504 Transdisciplinary Teams  
Hours 1-3  
Presentation and discussion of transdisciplinary assessment and intervention techniques with individuals with language and communication disabilities.

CD505 Augmentative/Alt Communication  
Hours 3  
This course will review the basic aspects of the field of augmentative/alternative communication including aided and unaided symbols, strategies, and techniques.

CD507 Technical Writing  
Hours 2  
This course will provide students with the necessary writing tools to develop efficient and professional technical writing skills pertinent to the field of speech-language pathology. The course will include three sections: academic writing, speech-language pathology documentation and business writing. Throughout the course, students will compile a portfolio that will be useful during their graduate coursework and clinical experiences.

CD508 Diagnostic Practicum  
Hours 3  
The course is designed to provide graduate students in speech-language pathology with quality clinical practicum experience evaluating individuals across the lifespan who present with a wide variety of speech-language disabilities.  
Prerequisite(s): Graduate student standing in the Department of Communicative Disorders

CD509 Language Development  
Hours 3  
Advanced study of normal language and communication development. Presentation and discussion of theories, individual differences, and cultural differences in typically developing children.

CD511 Speech & Hearing Science  
Hours 3  
A study of speech physiology, basic electronics, basic acoustics, speech acoustics, auditory perception, and neuroanatomy. Open to CD majors only.

CD512 Language Disorders  
Hours 3  
Presentation and discussion of theories, practices, and methods of differential diagnosis and language intervention for language-impaired children ages birth to 21 years of age.

CD514 Autism Spectrum Disorders  
Hours 3  
Presentation and discussion of theories and methods of language assessment and intervention of various language-impaired populations.

CD515 Professional Seminar  
Hours 1-3  
Study of professional issues in the field of communicative sciences and disorders. Includes current issues, practice standards, certification, licensure, ethics, employment, and professional organizations.

CD516 Multicultural Issues  
Hours 3  
Study of multicultural issues and how they affect speech and language. Presentation and discussion of American cultures and communicative differences.

CD517 Adv Clin Pract Speech  
Hours 1-9  
Individual assignments in selected areas of speech and language therapy. Clinical practice and scholarly investigation, with regular staff consultation.

CD518 Advanced Clinical Practicum II  
Hours 3-9  
The course is designed to provide graduate students in speech-language pathology with quality clinical practicum experiences involving diagnostic, treatment, and counseling services to individuals across the lifespan who present with a wide variety of speech-language disabilities. These experiences are offered in a variety of settings including, but not limited to, public schools, medical facilities, early intervention programs, residential settings, and nonresidential clinic settings. The student will demonstrate application of theory, knowledge, and skills in an intense external practicum site.  
Prerequisite(s): Completion of 4 semesters of CD 517: Advanced Clinical Practicum I

CD520 Spec Topics Commun Disorders  
Hours 1-3  
Graduate students will enroll in special topics one or more times depending upon offerings and student program interests. Topics will vary annually to reflect students’ needs for educational experiences within the profession appropriate at the time.

CD529 Diagnostic Procedures, Speech  
Hours 3  
This course will provide the student with an understanding of the theory and practice of differential diagnoses of persons with speech and language disorders.

CD535 Medical SLP  
Hours 2  
This graduate-level elective course will address current topics related to the practice of medical speech-language pathology in a variety of medical settings. This course will prepare learners for healthcare practicum placements and a career in the healthcare setting by teaching topics not covered in other content courses. A variety of topics will be explored including the following: collaborative models in the medical setting, medical/administrative terminology, clinical documentation, counseling, as well as practical applications throughout.
CD542 Public School Internship
Hours 3-6
No description available

CD543 Basic Audiology
Hours 3
Introduction to hearing evaluation, conservation, and impairment. Also considers the auditory system: anatomy, physiology, and pathology. Includes three laboratory sessions.

CD544 Aural Rehabilitation
Hours 3
The rehabilitation of hearing impaired people primarily through audiology and visual training. Other sensory training, language development, speech production, and guidance are also considered. Offered in the spring semester. Open to CD majors only.

CD545 Audiology Lab Experience
Hours 1-3
Supervised laboratory or clinical experience in hearing evaluation and rehabilitation.

CD550 Independent Study
Hours 1-3
No description available

CD551 Phonolog Dev Assessmnt Intervn
Hours 3

CD552 Neurology I
Hours 3
Basic neuroanatomy of the normal human cortex and what happens when impacted by disease or trauma.

CD553 Neuro II
Hours 3
Advanced study of the nature, assessment, and treatment of language and cognitive disorders associated with acquired brain injury, such as stroke, TBI, and dementia.

CD554 Fluency Disorders
Hours 3
The study of the nature, assessment, and treatment of stuttering. Emphasis on understanding the different onset and developmental theories and different approaches to treatment.

CD555 Sem in Voice Disorders
Hours 3
Advanced study of the physiological, acoustical, and psychological factors underlying voice disorders, methods of rehabilitation, and problems in research.

CD556 Acquired Motor Speech Disorder
Hours 3
Advanced study of the nature, assessment and treatment of acquired speech disorders, including dysarthria and apraxia.

CD557 Language Diagnosis Spec Populat
Hours 3
Theories, practices, and methods of differential diagnosis and intervention for language and phonology in multicultural, behaviorally disordered, severely multi-handicapped, mentally retarded, and learning disabled populations.

CD559 Instrumentation
Hours 1-3
Theory and practice of speech and voice analysis techniques which may include laryngeal imaging, acoustic analysis, aerodynamics analysis, and interpretation of spectrograms.

CD575 Dysphagia In Children
Hours 1-3
Advanced study of the nature, assessment, and treatment of swallowing disorders in children. Special populations (tracheostomized, ventilator) will be included.
Prerequisite(s): Graduate standing

CD576 Dysphagia In Adults
Hours 3
Advanced study of the nature, assessment, and treatment of swallowing disorders in adults. Special populations (tracheostomized, ventilator-dependent) will be included.

CD598 Research Not Re Thesis
Hours 1-6
Planning, executing, and evaluating research. For students following Plan II.

CD599 Thesis Research
Hours 1-6
All aspects of the thesis, from selecting a problem to writing the results and conclusions.

Faculty
Chair
Angela Barber
Professor
Angela Barber

Speech Language Pathology, MS

Admission Requirements
Applicants must submit scores on the Graduate Record Examination general test or the Miller Analogies Test. After admission to a program, each student’s effectiveness will be given a broad-based evaluation by faculty and supervisors. Decisions on clinical placement, completion of the program, or termination of the student from the program will be based on factors such as course grades, demonstrated clinical competence, and personality factors.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The requirements for the master of science degree follow the general policies outlined in the Degree Requirements section of this catalog.
Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity,
each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

Journal Format.
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed.

All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Department of Criminology & Criminal Justice (CJ)
- Major
  - Criminal Justice (MCR) (p. 132)
CJ504 Health and Crime
Hours 3
The health consequences of social deviance and the impact of criminalization for individual and societal wellbeing. Seminar discussions cover the criminalization of mental and physical illness and illnesses arising from criminal behavior and incarceration.

CJ505 Gender & Crime
Hours 3
No description available

CJ506 Terrorism
Hours 3
An analysis of selected areas of terrorism, counter-terrorism, and homeland security with an emphasis on parallels between terrorism and crime.

CJ520 Seminar Law Enforcement
Hours 3
Analysis of selected areas of law enforcement. Emphasis is on currently developing trends.

CJ540 Sem Juvenile Delinquency
Hours 3
The nature and extent of delinquency; competing explanatory models and theories. Evaluation of control and treatment modalities.

CJ550 Sem Courts Social Policy
Hours 3
Examination of the American legal system from a political science and socio-legal perspective. Seminar covers the "rights revolution," the process of dispute settlement, judicial decision making, public opinion and the courts, and the United States Supreme Court.

CJ552 Social Inequality and Crime
Hours 3
Students will learn the basics of the discipline of social inequality. Students will learn how social inequality results in crime and deviance and leads to differential treatment by the criminal justice system. Inequalities of race, class, and gender will be the main focus of this course, but crime in organizations and cross-cultural crime will also be discussed.

CJ555 Civil and Criminal Trials
Hours 3
This course reviews civil and criminal court procedure, with a special emphasis on courtroom strategies and power differentials. Students will apply social-psychological theories and direct methods of observation for the analysis of courtroom behavior.

Prerequisite(s): Graduate Status

CJ570 Sem Correction Policy
Hours 3
Examines the historical and contemporary policy trends in institutional and community corrections.

CJ581 Applic Statistics In CJ
Hours 3
An evaluation of specific statistical methods for quantitative and nonquantitative analyses, concentrating on proper applications and interpretations in criminal justice settings.

CJ584 Criminological Theory
Hours 3
Examination of classical, neoclassical, positive, and social-defense theories of criminality and their interrelation with the broader problems of crime control. Offered spring semester.

CJ586 Research In Cj Process
Hours 3
Prepares the student to develop and to implement basic research designs. Offered fall semester.

CJ589 Special Topics
Hours 3
Offers an opportunity for faculty and students to explore in depth topics of contemporary interest that are not generally covered in the standard courses. Course content will vary from section to section.

CJ592 Independent Study
Hours 1-6
Research under faculty supervision in any area of interest to the student. Content may not relate to thesis or policy and practice project.

CJ598 CJ Policy And Practice
Hours 1-9
Provides credit for a major written project completed under the supervision of two faculty members. Research may be directed by any member of the faculty who accepts responsibility for supervising the thesis.

CJ599 Thesis Research
Hours 1-9
Research may be directed by any member of the faculty who accepts responsibility for supervising the thesis.

Faculty

Chair
Lesley Reid

Graduate Director
Adam Lankford

Professors
Adam Lankford
Lesley Reid

Criminal Justice, MCR

Admission Requirements

Admission into the master of science program is limited. An applicant must hold a bachelor’s degree from an accredited college or university. An undergraduate major in the social sciences is desirable, but students with superior undergraduate records in other fields are encouraged to apply.

It is the policy of the criminology and criminal justice faculty to admit those students who demonstrate potential for successfully completing
the master’s degree program. Primary consideration is given to the applicant’s scholastic record and test scores. Admission decisions for the master of science program are made in April for the fall semester and in November for the spring semester.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

The graduate program in Criminal Justice includes a thesis or a non-thesis option. Under both options, the student has considerable latitude to design a program to fit particular needs. All entering students must specify one of the two options during the second semester of academic work. Both options have core courses, including criminological theory, research in the criminal justice process, and applications of statistics in criminal justice.

Up to 6 hours of approved coursework may be transferred from other universities. Up to 6 hours of approved coursework may be taken in other departments at The University of Alabama and may be applied to the degree when it is consistent with the student’s degree plan and approved by the department. The department does not accept 400-level courses toward degree requirements for the Master of Science in Criminal Justice.

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. However, students generally can complete degree requirements in 18–24 months. Additional information is in the Degree Requirements section of this catalog.

**MS in Criminal Justice, Thesis Option**

This option requires a total of 30 credit hours including 9 of core requirements, 6 for thesis research, and 15 for elective courses. CJ 599 Thesis Research should be taken after core requirements have been completed.

Students must pass public oral defense of the thesis. Thesis students must also pass a written and/or oral comprehensive examination (ordinarily done during the thesis defense).

**Thesis Option Degree Requirements Summary**

<table>
<thead>
<tr>
<th>Core Course Requirements</th>
<th>Electives</th>
<th>Total Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ 581 Applic Statistics In CJ</td>
<td>15</td>
<td>30</td>
</tr>
<tr>
<td>CJ 584 Criminological Theory</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CJ 586 Research In Cj Process</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CJ 599 Thesis Research</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comprehensive Exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>6</strong></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

**MS in Criminal Justice, Nonthesis Option**

This option requires a total of 33 credit hours including 9 of core requirements, and 24 for elective courses. Nonthesis students must also pass a written and/or oral comprehensive examination based on the content of the degree program (ordinarily done after the completion of 18 hours of coursework).

**Nonthesis Option Degree Requirements Summary**

<table>
<thead>
<tr>
<th>Core Course Requirements</th>
<th>Electives</th>
<th>Total Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ 581 Applic Statistics In CJ</td>
<td>15</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Comprehensive Exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>24</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

For both options, the application for admission to candidacy for the master’s degree should be filed after 12 semester hours of graduate credit have been earned at The University of Alabama. It must be approved by the time of registration for the semester in which requirements for the degree are to be completed. Each candidate for a master’s degree must apply for graduation through the Office of the Graduate School no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed. The candidacy form and graduation form both are available at the “Graduate School Forms” icon on the Graduate School’s homepage.

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

- **Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

- **Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The
UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of their anticipated graduation date.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed.

All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis
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Comprehensive Examinations

In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. A final report, on the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

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If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Department of English (EN)

- Majors
  - Creative Writing (MFA) (p. 138)
  - English (MA) (p. 141)
  - English as a Second Language (TESOL) (MA) (p. 141)
  - English (Ph.D.) (p. 145)

Time Limit for All Degrees

All requirements for the MA, MA in Applied Linguistics / TESOL, and MFA degrees must be completed within six years. The PhD degree must be completed within seven years from the time of admission to the doctoral program. Students enrolling in the BA to PhD program have eight years in which to complete their degrees.

Graduate Credit for 500-Level Courses

Graduate students enrolled in 500-level courses that are also offered at the 400 level are expected to perform extra work of an appropriate nature. Graduate credit will not be granted at the 400 level.

English Courses

EN500 Special Topics
Hours 3

EN512 Computers And Writing
Hours 3

EN523 History English Language
Hours 3

EN524 Structure Of English
Hours 3

EN525 Dialectology
Hours 3

The study of the experience of the English language in America, with particular emphasis on its development and dialects. A desirable prerequisite for this course is EN 320 or EN 321.
EN529 Directed Studies
Hours 1-6
No description available

EN532 Approach Teach Composition
Hours 3
A study of the basic pedagogical approaches to teaching expository writing in secondary and higher education, along with examination of traditional conventions as well as innovative pedagogical approaches used in such instruction. Work with course goals, objectives, and writing outcomes, syllabus and writing assignment construction, training in assessing student writing. Required of all graduate assistants in English.

EN533 Practicum Tchg College English
Hours 2
Fall semester only. Required of all graduate assistants teaching EN 101 for the first time. Training in reaching EN 101 course goals and writing outcomes. Format for the course is a one-hour large group meeting taught by the WPA and/or others on the First-year Writing Program staff or CRES faculty, and a one-hour small group meeting taught by the WPA, FWP staff, and/or CRES faculty. The small group meetings will function to offer additional mentoring for GTA teaching and support for GTA student learning. Please note: EN 533 begins with required orientation workshops and an intensive multi-day orientation session immediately prior to the start of the fall semester. Orientation attendance is mandatory for retaining a graduate assistantship.

EN534 Practicum Tchg College English
Hours 2
Spring semester only. Required of all graduate assistants teaching EN 102 for the first time. Training in reaching EN 102 course goals and writing outcomes. Further instruction in teaching formal argumentation and advanced research techniques. Format for the course is a one-hour large group meeting taught by the WPA and/or others on the First-year Writing Program staff or CRES faculty, and a one-hour small group meeting taught by the WPA, FWP staff, and/or CRES faculty. The small group meetings will function to offer additional mentoring for GTA teaching and support for GTA student learning.

EN535 Literary Criticism
Hours 3
A study of selected major critics and critical trends from the classical period into the 20th century.

EN537 Introduction to Graduate Studies
Hours 3
A study of selected bibliographical resources and of some of the important method approaches employed in literary study, including an introduction to critical approaches, scholarly writing, and issues in the profession.

EN539 Approaches to Teaching the Sophomore EN Survey
Hours 1
This course is required for all GTAs assigned to teach a 200-level EN survey for the first time. It may be taken concurrently with or in advance of teaching one’s first literature survey, and is typically taken by Ph.D. students in their second year of coursework and by MFA students in their third year of coursework. A grade of “pass” is required for students to teach literature courses in the department of English. Students should expect to meet weekly to discuss practical subjects like how to manage daily discussion, construct exams, assign and grade papers, and otherwise ensure that learning outcomes are being met. Students should also expect to prepare teaching materials for a number of the 200-level surveys and to have those items evaluated for their agreement with the department’s 200-level course guidelines. Student Learning Outcomes:

- Students can produce a syllabus and other teaching materials that accord with departmental and disciplinary expectations for the 200-level literature surveys
- Students attain a broad knowledge of the scope and pedagogical goals of EN 205
- Students attain a broad knowledge of the scope and pedagogical goals of EN 206
- Students attain a broad knowledge of the scope and pedagogical goals of EN 207
- Students attain a broad knowledge of the scope and pedagogical goals of EN 208
- Students attain a broad knowledge of the scope and pedagogical goals of EN 209
- Students attain a broad knowledge of the scope and pedagogical goals of EN 210
- Students attain a broad knowledge of the scope and pedagogical goals of EN 249.

Prerequisite(s): One completed year of coursework in the English Ph.D. program or two completed years of coursework in the English MFA program.

EN598 Non-Thesis Research
Hours 1-12
Non-Thesis Research.

EN599 Thesis Research
Hours 1-12
No description available

EN601 Fiction Workshop
Hours 3
Enrollment limited to students with approved portfolios (approval secured upon admission to the MFA program or during advising period; see creative writing director). Focus will be discussion of original student writing; other reading and writing may be assigned.

EN603 Poetry Workshop
Hours 3
Enrollment limited to students with approved portfolios (approval secured upon admission to the MFA program or during advising period; see creative writing director). Focus will be discussion of original student writing; other reading and writing may be assigned.

EN605 Workshop Special Topics
Hours 3
Enrollment limited to students with approved portfolios (approval secured upon admission to the MFA program or during advising period; see creative writing director). Focus will be discussion of original student writing; other reading and writing may be assigned.
EN608 Forms Special Topics
Hours 3
Through readings of primary works and theory by writers in a particular
genre or form, this course examines the traditional and contemporary
practice of that genre's aesthetics. Sample topics: Prosody, Short Short
Fiction and the Prose Poem, Characterization Across Genres.

EN609 Form Theory Practice
Hours 1
Short course in specialized topic of interest to creative writers. Sample
topics: Teaching Creative Writing, Profession of Authorship, Writing
Internship, Publishing: A Brief History, Poetry and Dance, Episodic Form.

EN610 Meth Teaching English Sec Lang
Hours 3
A detailed account of language teaching approaches and methods
according to their underlying theories of language and language learning.

EN612 Topics In Applied Linguistics
Hours 3
Rotating topics in applied linguistics.

EN613 Second Language Development
Hours 3
A study of psycholinguistic, sociolinguistic, neurolinguistic, and other
approaches to understanding how people develop skill in a second
language.

EN617 Teach Esl Acad Language Skills
Hours 3
A course focusing on the teaching of academic writing skills in the
context of an American university.

EN620 English Linguistics
Hours 3
An advanced introductory linguistics course that focuses on the English
language and which has relevance for students in the applied linguistics/
TESOL, literature, rhetoric and composition, and MFA programs.

EN630 Directed Studies
Hours 1-6
No description available

EN635 Literary Criticism
Hours 3
Intensive study in the writings of one critic or exploration of a topic
involving works by several critics. Recent topics have included feminist
criticism and psychoanalytic criticism.

EN637 Workshop In Academic Writing
Hours 3
A writing workshop normally taken in the student’s final year of
coursework. To pass this course, the doctoral student will be required to
revise a paper and submit it for publication.

EN638 Sem Rhetoric & Composition
Hours 3
This seminar covers rhetorical texts from ancient Greece to the
Renaissance, particularly texts having influence on today’s field of
composition.

EN639 Topics Rhetoric Composition
Hours 3
Topics to be proposed by faculty each semester. Typical topics include
literacy theory, theoretical perspectives on basic writers, and computers
and literacy.

EN640 Spec Topics Sem American Lit
Hours 3
Recent topics have included “American Madness: the Literary Figurations
of Unreason”; and Thoreau, Dickinson, and related contemporary writings.

EN641 Sem American Lit Before 1850
Hours 3
Intensive literary and historical study of writing by one or more American
authors. A recent topic was the making, recording, and remaking of
history in 19th-century American literature.

EN642 Seminar in American Literature: 1850-1900
Hours 3
Intensive literary and historical study of writing by one or more American
authors. A recent topic was the mythologizing of Mark Twain.

EN643 Sem 20th Century American Lit
Hours 3
Intensive literary and historical study of writing by one or more
American authors. Recent topics have included the American 1960s and
Hemingway.

EN647 Seminar Southern Literature
Hours 3
An intensive look at a major aspect of Southern American drama, poetry,
and/or prose. Recent topics have included a study of race and gender
in writings of Southern women; Faulkner and his legacy; and Tennessee
Williams.

EN648 Seminar African-American Lit
Hours 3
A critical exploration of African-American literature (culturally, historically,
politically and aesthetically) with efforts to define and contextualize the
African-American experience.

EN651 Politics and Writing Pedagogy
Hours 3
An introduction to the theories and practices of pedagogical politics as
they impact teaching, learning, and power relations in the composition
classroom.

EN652 Composition Theory
Hours 3
A survey of major theories in composition studies, exploring
philosophical underpinnings and major issues in the field.

EN653 Research Methodology
Hours 3
The study of empirical research methods as well as practice using
methodological frameworks employed in composition/rhetoric research
reports and designs.
EN654 Sem Visual & Digital Rhetoric
Hours 3
This seminar focuses on understanding what rhetoric is and how to identify it in visual and digital "texts." It explores how to use rhetoric as a pedagogical tool for incorporating visual elements into composition classes.

EN658 History of Rhet/Comp II
Hours 3
This seminar covers rhetorical texts from the Renaissance to the Postmodern era, particularly texts having influence on today's field of composition.

EN661 Chaucer
Hours 3
The Canterbury Tales, Troilus and Criseyde, and selected minor poems. Includes advanced study of Chaucer's language and the 14th-century milieu.

EN662 Middle English Lit Ex Chaucer
Hours 3
A survey of the period with emphasis on types of literature, allegory, and satire. The opinions and attitudes of the Middle Ages are examined.

EN665 Medieval Elizabethan Drama
Hours 3
Recent topics have included Elizabethan drama and friendship in Renaissance literature.

EN666 Jacobean & Carol Drama
Hours 3
No description available

EN667 Shakespeare Performance
Hours 3
Shakespeare wrote his plays to be performed, and this course investigates conditions and implications of performance on stage and in film, present and past.

EN668 Sem Renaissance English Lit
Hours 3
Recent topics have included John Donne's poetry and mourning and the elegy.

EN669 Seminar Renaissance Drama
Hours 3
This seminar is based around part-time residence of distinguished faculty from other universities. Recent topics have included constructing gender and Milton and Shakespeare in literary history.

EN674 Sem 18th Century Literature
Hours 3
Emphasis is on a major figure (Fielding, Pope, Swift) and/or groups of writers (The Age of Johnson) and/or form (the novel, biography, drama). Specific topics are announced prior to registration.

EN683 Seminar Romantic Literature
Hours 3
Intensive study of English Romantic poetry and prose. Recent topics have included Wordsworth and Coleridge, and the Shelley circle.

EN685 Seminar Victorian Literature
Hours 3
Intensive study of Victorian literature. Recent topics have included Browning and Hopkins, and "Anatomies of Pleasure and Pain.

EN690 Modern British Literature
Hours 3
A study of some major aspect or aspects of the literature from 1890 to 1945. Recent topics have included Modernism; Woolf, psychoanalysis, and feminism; and Dylan Thomas, D. H. Lawrence, and Ted Hughes.

EN693 Seminar in Postcolonial Literature and Theory
Hours 3
A seminar that examines literatures from the Global South. Recent topics have included postcolonial theory, colonialism, decolonization, diaspora, and globalization.

EN698 Non-Dissertation Research
Hours 1-9
No description available

EN699 Dissertation Research
Hours 1-12
No description available

Faculty
Chair
Joel Brouwer

Director of Graduate Studies
Alexandra Cook

Director of the MFA Program in Creative Writing
Kellie Wells

Director of the Hudson Strode Program in Renaissance Studies
Michelle Dowd

CRES Program Coordinator
Michelle Robinson

TESOL Program Coordinator
Dilin Liu

Creative Writing, MFA

The program leading to the master of fine arts (MFA) degree in creative writing is a studio/academic course of study. Imaginative writers enroll in writing workshops, forms courses, and literature classes, gaining exposure to a broad range of writing models and experimenting with a variety of strategies and forms. Guided development of each writer's talents culminates in a complete, carefully conceived final project (the thesis), typically a book-length manuscript. The program can be completed in three intensive years; a fourth year of study, in which work on the final project is the central activity, may be elected. All admitted MFA students receive support in the form of graduate teaching assistantships or fellowships. Support is available for up to four years, subject to satisfactory performance.
Admission Requirements

Applicants to the MFA program in creative writing must apply to the Graduate School for admission to the Department of English. To apply, connect to the Graduate School site at http://graduate.ua.edu/application/. Follow the online instructions, complete the required forms, and provide appropriate transcripts. The GRE general test is accepted but not required.

Application materials should be received by December 31 to ensure full consideration for admission for the following fall term.

The writing sample should consist of 20-30 pages of prose (fiction, nonfiction, or a combination of the two), or 10-20 pages of poetry, or both. Specify "Prose," "Poetry," or "Prose and Poetry" in the Specialty Area field of the online application and upload writing sample(s) as appropriate. If applying in "Prose and Poetry," upload two separate writing samples, one of prose and one of poetry.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Candidates for the MFA degree are required to spend a minimum of two semesters in residence and to complete 48 hours of graduate-level credit, divided as follows. At least half of all coursework must be at the 600 level.

Workshops and Forms Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 601 Fiction Workshop</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>EN 603 Poetry Workshop</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>EN 605 Workshop Special Topics</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>EN 608 Forms Special Topics</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

Writers at Work: Form Theory Practice

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 609 Form Theory Practice</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

Literature, Criticism, or Linguistics Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 609 Form Theory Practice</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

Select 9 hours of literature, criticism, or linguistics courses in the Department of English at the 500 or 600 level.

Electives

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 699 Thesis Research</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

These three-hour courses examine specialized topics of interest to creative writers. Must be taken at least three times, for a total of 3 credit hours. Sample topics include: Profession of Authorship, Teaching Creative Writing, Magazine Scene, Public Poetry, Writing Internship, Publishing: A Brief History, Poetry & Performance.

Final Project

A thesis, typically a book-length manuscript, is prepared in consultation with a thesis advisor, usually a member of the resident creative writing faculty. The candidate for the MFA is examined on his or her thesis by a committee of four faculty members (including the thesis advisor): three total from the Department of English and one graduate faculty member from outside the department. Students also give a public reading from work produced while in residence; this reading fulfills the comprehensive exam requirement.

Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master's degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct

1 MFA candidates must earn a total of 24 credit hours in this area. These three-hour courses may be repeated for credit. All MFA candidates are welcome to take any of these courses.


3 These one-hour courses examine specialized topics of interest to creative writers. Must be taken at least three times, for a total of 3 credit hours. Sample topics include: Profession of Authorship, Teaching Creative Writing, Magazine Scene, Public Poetry, Writing Internship, Publishing: A Brief History, Poetry & Performance.
supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

**400-Level Courses**
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis
in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.**

**English as a Second Language, MA**

A candidate for admission to the MA-TESOL degree program must satisfy the minimum conditions for regular admission to the Graduate School (including a grade point average of 3.0 overall and an acceptable score on the general test of the Graduate Record Examination). Each applicant must also submit a sample of his or her academic writing. In addition, those who are not native speakers of English must submit a TOEFL score of at least 100 (iBT) or 600 (PBT); and must submit an audiotape demonstrating their speaking proficiency in English. For those who took the PBT TOEFL, scores on the Test of Spoken English (TSE) and Test of Written English (TWE) are also desirable as part of the application. Students may be required to take appropriate courses in speaking and writing at the English Language Institute. Application materials should be received by January 2 to ensure full consideration for admission for the following fall term; applications received after January 2 will be reviewed for admission, but they may not meet the deadlines for fellowship or assistantship consideration.

Students will be required to complete 30 semester hours for the degree: 24 hours of required courses and 6 hours of department-approved electives or of thesis research. Students will be required to pass a comprehensive examination at the end of their coursework; the examination is normally given once a year, in February. The examination will cover all the major areas of study. An optional thesis may be written under the guidance of the TESOL faculty. Please see the Graduate School’s general requirements for the master’s thesis, outlined under Degree Requirements earlier in this catalog.

To earn the degree, native speakers of English must demonstrate proficiency in a second language; students whose native language is not English must demonstrate satisfactory proficiency in spoken and written English.

For further details about the program, visit the departmental website and contact the coordinator of the Applied Linguistics/TESOL program.

**English, MA**

**Admission Requirements**

Applicants for graduate work in English are required to take the Graduate Record Examination general test and the writing test. Each applicant should submit a sample of his or her critical writing (normally an essay of 10–20 pages written for an upper-level English course or an excerpt from a senior thesis). Unconditional admission to the MA degree program in English is dependent upon the student’s having satisfied the general requirements for admission to the Graduate School. Conditional admission may be allowed under the stipulations outlined in the general admission policy of the Graduate School. Application materials should be received by December 31 to ensure full consideration for admission.
for the following fall term; applications received after December 31 will be reviewed for admission, but they may not meet the deadlines for fellowship or assistantship consideration.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

With the exception of students admitted into the master’s program to pursue a concentration in Renaissance studies, composition-rhetoric, or applied linguistics /TESOL (requirements for those programs follow), all candidates for the master’s degree are required to take a total of 30 credits (or a total of 34 credits if the student completes the teaching practicum 533/534) including the following:

**Bibliography and Research**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 537</td>
<td>Introduction to Graduate Studies</td>
<td>3</td>
</tr>
</tbody>
</table>

**Critical Theory**

Select one of the following (or petition the DGS to fulfill this requirement with an alternative theory course):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 535</td>
<td>Literary Criticism</td>
<td>3</td>
</tr>
<tr>
<td>EN 635</td>
<td>Literary Criticism</td>
<td>3</td>
</tr>
</tbody>
</table>

**Composition Pedagogy**

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 533</td>
<td>Practicum Tchg College English</td>
<td>2</td>
</tr>
<tr>
<td>EN 534</td>
<td>Practicum Tchg College English</td>
<td>2</td>
</tr>
</tbody>
</table>

**Electives**

All master’s students must take at least three courses at the 600 level.

**Plans**

Select one of the following plans:

**Plan I**

- Thesis hours

**Plan II**

- 6 credits of electives

**Total Hours**

<table>
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<tr>
<th>Credits</th>
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<tr>
<td>34</td>
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</table>

which is normally offered every fall and which students are encouraged to take in their first semester, for maximum benefit.

Students not writing the thesis (Plan II) will take 6 credits of electives to acquire the 30 credits for completion. Students writing a thesis (Plan I) will take 6 thesis hours. Students with teaching assistantships must take the summer practicum before their first semester of service in addition to the practicum courses EN 533 Practicum Tchg College English and EN 534 Practicum Tchg College English during the year in which they begin teaching. All courses are repeatable for credit if/when the topic or the instructor changes.

Additional information is in the Degree Requirements section of this catalog for all programs in the Department of English.

**Plan I (thesis plan)** students must complete at least 24 semester hours of coursework in English in addition to writing the thesis, which must be a historical, critical, or otherwise analytical treatise. Thesis-plan students must take 6 semester hours of thesis research (EN 599 Thesis Research) in addition to their 24 hours of coursework for a total of at least 30 hours. At least three of these courses must be at the 600 level. For additional information regarding the master’s thesis in English, visit the departmental website and contact the director of graduate studies in the English department.

**Plan II (non-thesis plan)** students must complete at least 30 semester hours of coursework in English. At least three of these courses must be at the 600 level. See the course requirements for all master’s students cited above. During the fourth semester of the program, students must pass a written comprehensive examination as their “capstone experience.” See details below.

**Degree requirements for the MA in English with a concentration in Renaissance studies**

Students admitted as candidates for the master of arts in English with a concentration in Renaissance studies are required to take the following:

**Bibliography and Research**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 537</td>
<td>Introduction to Graduate Studies</td>
<td>3</td>
</tr>
</tbody>
</table>

**Critical theory**

Select three hours (or petition the Strode director to fulfill this requirement with an alternative theory course):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 535</td>
<td>Literary Criticism</td>
<td>3</td>
</tr>
<tr>
<td>EN 635</td>
<td>Literary Criticism (Strode Seminar)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Medieval literature**

Select three hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 661</td>
<td>Chaucer</td>
<td>3</td>
</tr>
<tr>
<td>EN 662</td>
<td>Middle English Lit Ex Chaucer</td>
<td>3</td>
</tr>
</tbody>
</table>

**Renaissance literature**

Select six hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 665</td>
<td>Medieval Elizabethan Drama</td>
<td>6</td>
</tr>
<tr>
<td>EN 666</td>
<td>Jacobean &amp; Carol Drama</td>
<td>3</td>
</tr>
<tr>
<td>EN 668</td>
<td>Sem Renaissance English Lit</td>
<td>3</td>
</tr>
</tbody>
</table>

**Shakespeare in Performance Practicum (a course offered every other spring, in years when there is not a Strode seminar)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 667</td>
<td>Shakespeare Performance</td>
<td>3</td>
</tr>
</tbody>
</table>

**Strode Seminar**

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 669</td>
<td>Seminar Renaissance Drama</td>
<td>3</td>
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</tbody>
</table>

**Interdisciplinary coursework**

Select three hours (subject to the approval of the Strode Director)

**Composition pedagogy**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EN 533</td>
<td>Practicum Tchg College English</td>
<td>2</td>
</tr>
<tr>
<td>EN 534</td>
<td>Practicum Tchg College English</td>
<td>2</td>
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</tbody>
</table>

Select Plan I (6 thesis hours) or Plan II (6 hours of electives)

<table>
<thead>
<tr>
<th>Credits</th>
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<tbody>
<tr>
<td>6</td>
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</table>

**Total Hours**

<table>
<thead>
<tr>
<th>Credits</th>
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<tbody>
<tr>
<td>34</td>
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</tbody>
</table>

Each student pursuing this concentration must also take 3 courses at the 600 level. A student writing a thesis (Plan I) will take 6 thesis hours (EN 599) and in consultation with the director of the Strode Program, drop 3 hours of coursework from his or her Renaissance concentration.

**Degree requirements for the MA in English with a concentration in Composition, Rhetoric, and English Studies (CRES)**

Students admitted as candidates for the master of arts in English with a concentration in composition-rhetoric are required to take the following for a total of 34 hours:

**Bibliography and research**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 537</td>
<td>Introduction to Graduate Studies</td>
<td>3</td>
</tr>
</tbody>
</table>
### Linguistics
- EN 620 English Linguistics (or other linguistics) 3

### Teaching
- EN 532 Approach Teach Composition 3

### History of composition-rhetoric
Select three hours 3
- EN 638 Sem Rhetoric & Composition 3
- EN 658 History of Rhet/Comp II 2

### Digital humanities
- EN 512 Computers And Writing 3

### General electives
Select 15 hours 15
- EN 533 Practicum Tchg College English 2
- EN 534 Practicum Tchg College English 2

**Total Hours**: 34

Teaching assistants are required to complete 4 hours in the teaching practicum (EN 533/EN 534). A student writing a thesis (Plan I) will take 6 thesis hours (EN 599) and in consultation with the field advisor, drop 6 hours from her or his concentration. A student not writing a thesis (Plan II) will satisfy the graduation requirement by completing an oral defense of a capstone paper.

**Master's comprehensive written exam.** The master's comprehensive written exam is designed to be a “capstone experience” for students admitted as candidates for the master of arts in English, including those students pursuing a concentration in Renaissance studies but excluding CRES students. During the third semester of the program (fall semester of the second year), each student must propose four questions based on his or her coursework, along with a list of courses taken and papers written for them, to the MA Exam Committee. The committee, composed of the Graduate Faculty, will require the student to complete any necessary revisions to the questions by early January. The exam will be scheduled immediately after spring break in the student's final semester of the program. The student will choose two of the four questions and devote one and a half hours to each question. Exams will be expected to display a fluent and grammatically correct prose, organizational cogency making for clarity of presentation, an ability to analyze texts impressively, and a certain conceptual sophistication in framing arguments. The exams will be graded as Distinction, Pass, or Fail. A student will be allowed to retake the exam before the end of the semester in the event of a failure.

**Foreign language requirement.** A reading knowledge of one foreign language is required. The foreign language requirement may be satisfied by one of the following:

a. the certification through the appropriate department of a "B" average or the equivalent of two years of undergraduate-level study in a single foreign language, completed within five years of admission to the master's program; or

b. proof of advanced proficiency in the form of an undergraduate major in a foreign language OR the certification of at least a "B" in two advanced literature courses (300-level or higher) taught in the foreign language, completed within five years of admission to the master's program, or

c. passing the foreign language reading examination prepared by the Department of Modern Languages and Classics.

Students who are not native speakers of English may use their native language to fulfill this requirement. Students may petition their program director and/or the Graduate Studies Director for exceptions to these guidelines.

### Master's Degrees
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

### Program Requirements
Two plans are offered for the master's degree:

- **Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

- **Plan II.** Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

### Residency Requirements
A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

### Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

### Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

### Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory
committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to approve that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects...
in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master's Degree**

Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.**

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**English, Ph.D.**

**Admission**

Applicants for admission to the PhD program in English are required to take the general test and the written test of the Graduate Record Examination. Each applicant must submit a sample of his or her critical writing (normally an essay of some 20 pages written for a course, or a portion of a master's thesis) and must normally have a grade point average of 3.5 or better for his or her master's courses or equivalent graduate work. Application materials should be received by December 31 to ensure full consideration for admission for the following fall term; applications received after December 31 will be reviewed for admission, but they may not meet the deadlines for fellowship or assistantship consideration.

**Requirements for the PhD in English**

In addition to the Graduate School's general requirements for the PhD degree, the Department of English has the following specific requirements:

**Courses**

The PhD in English requires 48 hours of coursework, 24 of which must be at the 600 level. All courses are repeatable for credit if/when the instructor or topic changes. Students will also complete 24 dissertation hours and 4 hours of the teaching practicum EN 533/534 (for teaching assistants). Students may transfer up to 18 credit hours of coursework from a prior graduate degree. No more than 15 transferred hours may be at the 500 level. Only credit earned during the six-year period preceding admission to the doctoral program may be considered for transfer. If a student's master's degree is more than six years old at admission, that student may have to complete up to 18 additional hours of coursework. (See the Transfer of Credit section for doctoral degrees under Degree Requirements in this catalog.)

Doctoral students whose work at the master’s level does not meet the course distribution requirements of the department’s MA program (see Requirements for the MA Degree in English) will be required to complete those distribution requirements with courses taken toward the PhD. To be admitted formally to candidacy for the PhD degree, all students must receive a pass in EN 637 Workshop in Academic Writing, which will be taken typically in the final year of coursework.

**Foreign language requirement**

**Student must demonstrate reading knowledge of one foreign language.**

This reading knowledge can be demonstrated by one of the following options (with the understanding that students may petition their program director and/or the Graduate Studies Director for exceptions to these guidelines):

1. the certification of at least a "B" average or the equivalent in two years of study of a single foreign language completed, as either an undergraduate or graduate student, within five years of admission to the PhD program; or
2. proof of advanced proficiency in the form of an undergraduate major in a foreign language OR the certification of at least a "B" in two advanced literature courses (300-level or higher) taught in the foreign language, completed within five years of admission to the PhD program, or
3. passing the foreign language reading examination prepared by the Department of Modern Languages and Classics.
The language used to satisfy the MA language requirement—whether gained here or at another school—can satisfy the language required for the PhD program. Students who are not native speakers of English may use their native language as the required language.

**Preliminary examination**

After finishing coursework, the student must apply to the Graduate School for Admission to Candidacy for the Doctoral Degree. To meet this requirement, each student must pass a written preliminary examination and engage with his or her dissertation committee in a one-hour conference concerning the dissertation prospectus. The written preliminary examination will be given at a date agreed upon by the student and his or her examination committee in consultation with the director of graduate studies. The oral conference concerning the dissertation prospectus can be scheduled after the student passes the written examination, when the student and dissertation director agree that the prospectus is ready (date to be arranged by the student in consultation with the graduate studies director and the dissertation committee). The examination and conference will be governed by the following guidelines:

1. **Written preliminary examination (see specific procedures for rhetoric and composition):**
   
   The purpose of the written preliminary exam is to demonstrate competence in the student's area of specialization. The exam will be of four hours in duration in the field or genre of the dissertation. The examination committee will consist of three faculty members from the English department chosen by the student for their expertise in the field. Under the direction of her or his preliminary examination committee chair, who will likely also serve as dissertation director, and subject to the approval of the full exam committee, 1) the examinee will be responsible for constructing and demonstrating mastery of a reading list of primary and secondary texts in the appropriate subfield; and 2) the examinee will write approximately twelve questions, from which the committee will choose a subset (usually no less than two and no more than four) to be revealed to and answered by the examinee during the four-hour examination period. Exams will be closed book and closed note. Once the exam is completed, the student's committee will read all responses, discuss them, and then, on the basis of consensus when possible and the basis of a majority that must include the chair if consensus is unreachable, assign the examinee a final grade of Distinction, Pass, or Fail. Students who fail the written preliminary examination may take it a second time. Students who fail the examination a second time will not be allowed to continue doctoral work.

2. **Dissertation prospectus conference and dissertation defense**

   The conference concerning the dissertation prospectus will be a one-hour discussion between the student and his or her dissertation committee. Generally, that committee will be composed of the dissertation director, plus three other graduate faculty members from the department and one graduate faculty member from outside the department. The conference will focus on both the soundness of the prospectus and the student's readiness to undertake the research and writing of the dissertation. The purpose of the conference is to help the student begin the writing of the dissertation, to identify areas of potential difficulty, and to prepare the student for the project that lies ahead.

Once the written preliminary examination has been passed and the dissertation prospectus conference completed, the student and his or her dissertation committee must complete an application to candidacy and submit it to the Graduate School. The graduate studies director will notify the Graduate School that the written preliminary examination has been passed and the dissertation prospectus conference completed.

Once the prospectus conference is completed, then the student may proceed to the dissertation. The dissertation defense consists of an oral defense of the dissertation before four English department graduate faculty members (including the director) and an external graduate faculty member. Normally, the members of this committee are those faculty members who formed the dissertation prospectus conference committee. They will be appointed by the director of graduate studies in consultation with the student, who will have a clear understanding with the faculty members involved of whether they will be able to read the dissertation and conduct the final oral examination during summer months or during sabbatical leave if necessary. Faculty members have the prerogative to serve on a committee when they are not teaching; it is the student’s responsibility to schedule investigation, writing, and examination in time periods acceptable to members of the committee. All five members of the dissertation committee must have time to read and analyze the dissertation before the oral examination on the dissertation. Final approval of the dissertation must be received at least six weeks before graduation.

Teaching experience. All candidates for the PhD degree are required to have college or university teaching experience in English composition or literature before they graduate. Teaching assistants must complete the summer practicum before their first semester of service and enroll in EN 533 Practicum Tchg College English and EN 534 Practicum Tchg College English during their first year of teaching service.

**CRES (Composition, Rhetoric, and English Studies) Degree Requirements**

The CRES PhD Specialization requires 48 hours of coursework, 24 dissertation hours, 4 hours of teaching practicum (for teaching assistants), and successful completion of the written and oral components of the CRES exam. Students who have prior graduate degrees or coursework may transfer up to 18 hours.

### A. The CRES curriculum

CRES students must take 9 hours of core English requirements and 15 hours in core CRES requirements:

**CRES Curriculum**

#### Core English requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 537</td>
<td>Introduction to Graduate Studies</td>
<td>3</td>
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</tbody>
</table>

Select one of the following (or petition the field advisor to fill this requirement with an alternative theory course):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 535</td>
<td>Literary Criticism</td>
<td>3</td>
</tr>
<tr>
<td>EN 635</td>
<td>Literary Criticism</td>
<td>3</td>
</tr>
<tr>
<td>EN 637</td>
<td>Workshop In Academic Writing</td>
<td>3</td>
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</table>

#### Core CRES requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 532</td>
<td>Approach Teach Composition</td>
<td>3</td>
</tr>
<tr>
<td>EN 652</td>
<td>Composition Theory</td>
<td>3</td>
</tr>
<tr>
<td>EN 653</td>
<td>Research Methodology</td>
<td>3</td>
</tr>
<tr>
<td>EN 638 or</td>
<td>Sem Rhetoric &amp; Composition</td>
<td>3</td>
</tr>
<tr>
<td>EN 658</td>
<td>History of Rhet/Comp II</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN 512</td>
<td>Computers And Writing</td>
<td>3</td>
</tr>
<tr>
<td>EN 638</td>
<td>Sem Rhetoric &amp; Composition</td>
<td>3</td>
</tr>
</tbody>
</table>
Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for
each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UACHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

• provide significant interaction between the student and the various UA graduate faculty in the student's discipline
• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for
graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. **All doctoral programs:** Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. **PhD Programs Only:** A student holding an earned, in-field master's degree and working in a field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved.

This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
  - If the college dean supports the petition, it is sent to the graduate dean.
    - If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
    - If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to
complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (2 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

**Dissertation Proposal**
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified
person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the &quot;completed&quot; electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see "USCIS" section under "Minimum Hours—Other Policies and Regulatory Bodies" on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.
These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations:** August 15, 2009, is the date when electronic submission began to be accepted and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how major or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

**Final Examinations**

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**

At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of Gender and Race Studies (GRS)**

- Major
  - Women’s Studies (MA) (p. 153)

WS500 Independent Study

Hours 1-6

Independent study on any subject pertaining to women. Projects are conducted under the supervision of a professor in the chosen field and must be approved in advance by the program director.

WS503 Teaching Gender & Race

Hours 3

This course explores pedagogical theories and practices advanced by feminist and cultural studies scholars and teachers. Students read pedagogical works, attend sections of WS 200 and AAST 201, develop teaching modules and pedagogical philosophies, perform teaching demonstrations, and construct syllabi for courses. Meetings with other discussion leaders and supervisors are required in addition to written work.

WS509 Memory, Identity and Politics: History, Gender, and Race

Hours 3

Course Description: This interdisciplinary graduate seminar explores the ways in which memory and the past construct political identities and the interplay of race, class, gender, and ethnicity in its social construction through readings, discussion, and student research. Reading selections include core theoretical texts on memory studies and specific case studies on topics, including not but exclusive to the American Civil War memory, U.S. South, slavery, and Reconstruction. Issues and questions are: how memories are constructed, translated into identities and political action; bases of shared memories and contested memories; political memorialization and the effects of collective amnesia; and how “communities of memory” are developed, sustained, and dissolved.

WS510 Special Topics

Hours 3

Seminar format. The course offers an interdisciplinary approach to topics, which vary by semester. Active student engagement, such as conducting an interview, is required. Sample topic: women in the world.

WS525 Feminist Theory Maj Text

Hours 3

Seminar consists of close readings in feminist theory, with an emphasis on primary texts. Intellectual, cultural, and political theory.
WS30 Feminist Theory-Contemp
Hours 3
Considers major economic, social, psychological, and philosophical approaches to the study of women. Emphasis is on the formulation of theories and mastery of primary works in the field.

WS32 Iss Prob Women Std Res
Hours 3
This seminar focuses on interdisciplinary research and problems in methodology in Gender and Race Studies.

WS35 Black Feminism
Hours 3
This upper level undergraduate/graduate seminar exposes students to the key figures texts and concepts that constitute black feminist thought.

WS40 Seminar Women Studies
Hours 3-9
Topics vary each semester. Graduate students are required to conduct original research. The courses focus on such topics as language and gender, Southern women's culture.

WS70 Transnational Feminisms
Hours 3
Transnational Feminisms is a contemporary paradigm of study that moves beyond international conceptions of feminism to think across national borders by interrogating the intersections of nationality, race, gender, class, and sexuality in the context of global capitalism. This field works to decolonize the contested terrain of knowledge production upon gendered subjectivities are constituted and reconstituted within global relations of power and privilege. While globalization relies upon the heightened mobility of bodies, capital, commodities, technologies, and conceptual imaginaries across borders, it simultaneously requires the reconfiguration and reconstitution of the state, its bordering practices, and colonial and national hierarchies of social-spatial relations and their attendant binaries—self-other, first world-third world, traditional-modern, private-public, citizen-noncitizen. While a richly theoretical field, transnational feminisms provocatively engages with a feminist politics and practice attentive to feminism as both a liberatory formation and one with longstanding ties to colonialism, racism and imperialism. As such, it resists utopic ideas about "global sisterhood" while simultaneously working to lay the groundwork for more productive and equitable social relations among women across borders and cultural contexts.

WS90 Women and The Law
Hours 3
This seminar will examine the constitutional and legal rights of women in the United States. The course will center on an examination of case law concerning women's constitutional rights, as well as their constitutional and statutory rights with respect to substantive areas such as employment, family law, reproductive freedom, education, and crime. The course will also explore the failure of rights doctrine to address the real, continuing oppression of women in American society.

Prerequisite(s): None

WS99 Thesis Research
Hours 1-6
The focus of this research may involve traditional or community-related research on the student's approved thesis topic in Gender and Race Studies.

Faculty
Chair
Utz McKnight
Graduate Director
Utz McKnight
Professor
Utz McKnight

Women's Studies, MA
Graduates of the MA program will have the skills to continue graduate work toward a PhD in a humanities or social science discipline. Training in feminist studies and research methods will also enable graduates of the MA program to enhance their work in other careers, such as law, health care, criminology, social work, public welfare, and education.

Graduate work in Women's Studies and African American Studies is also available to students whose degree programs permit them to select courses in other programs and divisions. A master of arts concentration in Women's Studies may be taken through the Department of American Studies of the College of Arts and Sciences and through other cooperating departments and programs. Admission and programs of study are subject to the guidelines presented by the appropriate department or program.

Admission Requirements
All applicants to the Department of Gender and Race Studies must submit test scores from either the Graduate Record Examination or the Miller Analogies Test in support of the application. International students must submit results of the TOEFL as well. It is preferred that each applicant to the MA program have an undergraduate major or minor in Women's Studies, or the equivalent, and a major in a humanities or social science discipline. Each applicant should have a grade point average of at least 3.0 on a 4.0 scale and satisfy minimum requirements for admission to the Graduate School. Students with deficiencies in undergraduate preparation may be required to take additional credit hours. Financial assistance is available in the form of research/teaching assistantships and fellowships for qualified students. Applicants who wish to be considered for research or teaching assistantships or fellowships should file their applications by February 15.

See the Admission Criteria section of this catalog for more information.

Degree Requirements for the MA in Women's Studies
Students must meet all requirements in the Degree Requirements section of this catalog.

Students complete a minimum of at least 30 hours in courses numbered 500 or above. All MA students will successfully complete a 9-hour core program consisting of:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>WS 530</td>
<td>Feminist Theory-Contemp</td>
<td>3</td>
</tr>
<tr>
<td>WS 535</td>
<td>Black Feminism</td>
<td></td>
</tr>
<tr>
<td>WS 532</td>
<td>Iss Prob Women Std Res</td>
<td>3</td>
</tr>
<tr>
<td>WS 570</td>
<td>Transnational Feminisms</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours: 9
Students have the option of writing a thesis (Plan I) or passing a comprehensive exam described below (Plan II). A grade of "B" or better must be earned in all courses.

**Plan I (thesis plan)** requires at least 30 hours of coursework which will include 9 hours of core courses, 15 hours of elective courses, and 6 hours of thesis research. Students must submit a proposal before writing the thesis and defend the thesis before a committee of three graduate faculty, including at least one from outside the department.

**Plan II (comprehensive exam)** requires 30 hours of coursework which will include 9 hours of core courses and a comprehensive exam. The master's comprehensive exam is an oral defense of a portfolio of three exemplary research papers written during the student's program. The papers should be selected by the student and be prefaced by an original 10-page essay introducing the portfolio. The 10-page preface should explain how the three are reflective of the student's program of study. To pass the exam, the student will defend the portfolio and preface before a three-member graduate faculty committee.

**Core Course Requirement**
- WS 530  Feminist Theory-Contemp  3
- WS 532  Iss Prob Women Std Res  3
- WS 570  Transnational Feminisms  3

**Additional Requirements**
- WS 599  Thesis Research  6
- WS Elective  3
- Electives (departmentally approved)  12

**Total Hours**  30

**Master's Degrees**

The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master's degree:

**Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate
School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan 1. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of
graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

**Department of Geography (GY)**

- **Majors**
  - Geography (MS) (p. 159)
  - Geography (Ph.D.) (p. 159)

[Object Object]

**GY500 Research Traditions Meth In Gy**
Hours 3

An investigation of the historical development of geography, including its changing philosophies and prominent contributors. Students are also introduced to various approaches for conducting research in geography and must develop a written research proposal in an area of their interest.

**GY502 Climatology**
Hours 3

Review of atmospheric processes as they relate to global and regional climate patterns in the boundary layers of the Earth’s environment.

**GY504 Physical Geo of SE US**
Hours 3

A study of the physical landscapes in the southeastern United States. Emphasis is on the geological setting, geomorphic features, climate, soils, and vegetation, and the interrelationships of these conditions that shape the landscape in this region.

**GY505 Dir Research Physical Geograph**
Hours 1-3

No description available

**GY506 Dir Research Human Geography**
Hours 1-3

No description available

**GY509 Forest History and Restoration**
Hours 4

Investigation of the theories, tools, and techniques used in historical ecology with a focus on the establishment of reference conditions for habitat restoration and management decisions.

**GY510 Geography of National Parks**
Hours 3

This course is devoted to the changing geography of the national park system and related protected areas throughout the world, with an emphasis on their design, planning, and operations.

**GY512 Hydroclimatology**
Hours 3

To provide a basic understanding of the waters of Earth, especially with relation to the effects of precipitation and evaporation upon the occurrence and character of water in streams, lakes and on or below the land surface.

**GY513 Applied Climatology**
Hours 3

Applied Climatology is a graduate/senior level course designed to expand upon fundamental concepts learned in GY 101 and also GY 402 (Climatology). Within this broad field, a specific focus in GY 513 concentrates upon climate and human health/behavior, and human modification of climate. The course contains a mixture of lecture, lab, and field assignments.

Prerequisite(s): GY 101 GY 402

**GY517 Extreme Weather and Society**
Hours 3

EW&S is an integrated physical and social science (W) seminar class consisting of readings, discussion, and lectures on perception, understanding, and communication of severe weather hazards.

**GY520 Remote Sensing I**
Hours 4

Focuses on basic principles behind remote sensing physics, techniques, and technology and introduces new sensor systems and digital image processing. Major topics include electromagnetic radiation principles, airborne remote sensing, microwave remote sensing, satellite remote sensing, and digital image processing.

**GY523 Quantitative Methods**
Hours 3

This course introduces several quantitative methods used by geographers to analyze and interpret geographic data and solve geographic problems. Topics include: Data formatting and organization, descriptive statistics, sampling, hypothesis formulation and testing, and parametric and non-parametric statistical procedures through factor analysis.

**GY530 Intro Geographic Info Systems**
Hours 4

Introduces the basic concepts of GIS, including definition and components of GIS, spatial data structures, data sources, data input, manipulation and analysis, applications of GIS, and managing GIS.
GY532 Spec Research In Geog
Hours 2-4
No description available

GY534 GIS Internship
Hours 3-6
Individual work experience in GIS supervised by the staff of an off-campus agency.

GY535 Remote Sensing II
Hours 4
Focuses on the quantitative analysis of non-photographic remote sensor data, providing students with hands-on experience using a digital image processing software package. Topics include preprocessing, image enhancement, classification, digital change detection, and remote sensing and GIS.

GY536 Adv Geographic Info Syst
Hours 4
Focuses on the analytical use of spatial information as well as GIS applications. Topics include spatial aspects of geographic information, attribute data structure, error and uncertainty, spatial analysis theories, GIS modeling, and GIS design.

GY537 GIS for Transportation
Hours 4
The application of Geographic Information Systems to transportation has resulted in a sub-field known as GIS-T. This course will provide a hands-on introduction to GIS-T.

GY538 Application Issues In Gis
Hours 4
Provides an in-depth discussion on various topics in the application and technical issues of geographic information systems.

GY539 GIS Programming
Hours 4
This course focuses on the extension of geographic information systems (GIS) through programming as well as on the development of stand-alone algorithms for spatial analysis and numerical modeling.

GY540 Commun Facil Planning
Hours 3
A study of concepts and processes that underlie (a) the provision of public goods and services and (b) the spatial organization of publicly owned facilities. Topics range from theory to practical methods of conflict resolution.

GY541 Land Use Regulations
Hours 3
The course explores the legal standards by which land is regulated and controlled in the U.S. It is designed for students who wish to become actively involved or exposed to land management and the planning profession.

GY544 Field Studies In Africa
Hours 6
Experiential learning course. It explores how different cultural groups in Africa relate to the natural environment.

GY552 Environ Decision Making
Hours 3
Designed to help students develop both the tools and the personal philosophy necessary to analyze and manage scarce resources. A review of current environmental topics is followed by a survey of different paradigms and techniques that contribute to environmental decision making.

GY553 Environment & Society
Hours 3
Explores the linkages between the biophysical environmental and human social systems. Public-policy implications are viewed from a social science perspective.

GY558 Urban Analysis Planning
Hours 3
A thorough examination of the literature in economics, political science, and sociology that is relevant to the geographical study of contemporary urban structure, power, and conflict.

GY560 Environmental Management
Hours 3
Introduces students to the impact of humans on the planet and the patterns of human behavior necessary to preserve and manage the environment in a self-sustaining manner. Emphasis is on writing and speaking.
Prerequisite(s): GY 101

GY563 Ecosystem Services: Theory and Practice
Hours 4
This course will prepare students to function effectively as future researchers and policy-makers on topics related to sustainability and sustainable management of ecosystem-oriented projects and activities. The concept of ecosystem services provides one approach to facilitate trade-off decision making to identify win-win strategies among multiple stakeholders with often conflicting near-term objectives.

GY565 Region Planning Analysis
Hours 3
Principles and processes of regional planning and the analytical methods appropriate for solving regional planning problems. Case studies and the role of the planner in the regional planning process are discussed.

GY566 Transportation Geography
Hours 4
Examines location and function of the multimodal North American transportation system, the urban transport planning process, and the political and environmental contexts of transport systems, including impacts of continued reliance on the automobile.

GY570 Special Studies Geog
Hours 3
No description available

GY572 Soil Science
Hours 4
Introduction to the scientific study of soils. Covers soil physical properties, morphology, development, classification, environmental functions and uses, and resource degradation.
GY573 Public Policy Development in Water Resources Seminar
Hours 3
This course will evaluate the current approaches to policy theory and examine systematically the broader implications of the substantive aspects of public policy development in the water resources spectrum. In analysis of public policy development in water resources, the student will look at both policy process and policy substance. Attention will be given to the questions of how and why water policy differs across states, and how one might evaluate policy performance cross-nationally.

GY574 Cartography Practicum
Hours 3-6
Individual work experience in cartography supervised by the faculty and staff of the University.

GY576 Gis Practicum
Hours 3-6
Individual work experience in GIS supervised by the faculty and staff of the University.

GY577 Water Resources Management, Law, and Policy
Hours 3
The Water Resources Management, Law, and Policy course will provide students with a survey of water resources development, control, law, policy and management with particular emphasis on public policy considerations including: the acquisition and exercise of water rights —appropriative and riparian; groundwater management; water districts and user organizations; environmental considerations; Federal/State relations including interstate allocation; and the Alabama Water Resources Act. The course will also address international water law—the multinational treaties, laws, cases, practices and politics governing Earth’s transboundary freshwater resources (watercourses including rivers, streams, lakes, and groundwater aquifers) shared by two or more countries.

GY578 Planning Practicum
Hours 3-6
Individual work experience in planning supervised by the faculty and staff of the University.

GY579 Planning Internship
Hours 3-6
Individual work experience in planning supervised by the staff of an off-campus planning agency.

GY585 River Hydrology
Hours 3
Rivers are dynamic natural systems that are of great importance to ecosystems and society. This course examines river hydrology processes from a physical geography perspective. A major theme of the course will be impacts of human actions on river systems.
Prerequisite(s): instructor permission

GY586 Watershed Dynamics
Hours 3
An examination of the physical operation of drainage basins (watersheds), focusing on surface water hydrology, erosion, and sedimentation.

GY589 Forest Eco Veg Analysis
Hours 4
A study of the relationship of trees to the environment, and the interrelationship of organisms that compose the forest community.

GY590 Internship
Hours 3
Individual work experience with agency involved in geographical research, analysis, and reporting.

GY591 Fluvial Geomorphology
Hours 3
This course provides an in-depth investigation of the processes that form rivers and their evolution.

GY593 Plant Geography
Hours 4
This course covers basic biotic and abiotic terrestrial ecosystem components, environmental gradients, plant distribution patterns, dispersal, colonization, and migration, disturbance processes, and applications to biodiversity conservation.

GY596 Forest Ecosystem Management: Silviculture
Hours 4
In this course silviculture is treated as applied forest ecology. The goal of this course is to provide students with a knowledge of silviculture and its ecological basis so they can design manipulations in forest ecosystems to achieve a range of management objectives. The course requires field trips to tour different sites and visit with forest scientists and managers. In this course students learn about tree growth and stand development and use this information to develop silvicultural prescriptions to meet a diverse range of management goals. We will explore how silvicultural treatments can influence stand structure and composition and how these changes influence timber quantity and quality, forest health, biodiversity, soil, and wildlife habitat among other features. We will also focus on how silviculture is influenced by broader social, economic, and ecological issues.
Prerequisite(s): GY489 or GY409 or GY492 or GY494 or instructor permission

GY598 Non-Thesis Research
Hours 1-3
No description available

GY599 Thesis Research
Hours 1-12
No description available

GY610 Seminar in Biogeography
Hours 1-6
Covers contemporary concepts in biogeography including methods, problems, and trends.

Faculty
Chair
Douglas J. Sherman
Graduate Director
Joe Weber
Professors
Douglas J. Sherman
Joe Weber

Geography, MS

Admission Requirements
Applicants must satisfy the minimum admission requirements established by the Graduate School. An applicant to the MS program is normally required to have a bachelor’s degree in geography, environmental science, or a related discipline. Applicants with degrees in disciplines other than geography or with background deficiencies may be required to complete certain undergraduate requirements.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

MS in Geography, Thesis Option
This option requires a total of 30 credit hours including 6 hours of program requirements and 6 hours of thesis research. A minimum of 12 credit hours must be taken from courses in one of the areas of concentration including earth system science; environment and natural resources; environment and society; or geographical information techniques. The remaining 9 credit hours may consist of courses from any of the other three areas of concentration and/or may be selected from related courses offered in other disciplines with departmental approval (up to 6 of the 9 credit hours). A thesis committee should be established by the end of the first semester of residence and a thesis proposal must be defended by the end of the second semester of residence. Additional information is provided in the Department of Geography MS Graduate Handbook.

MS in Applied Geography, Non-thesis Option
This option requires a total of 39 credit hours including 6 hours of program requirements and 3 hours for non-thesis research projects. Students selecting this option must take a minimum of 8 hours of geographic techniques and may count up to 15 credit hours of such coursework towards their MS program. A minimum of 15 credit hours must be taken from courses in one of the areas of concentration including earth system science; environment and natural resources; environment and society; or geographical information techniques. The remaining 10 credit hours may consist of courses from any of the other three areas of concentration; related courses in other disciplines with departmental approval (up to 6 of the 10 credit hours); and/or experiential learning courses (up to 3 of the 10 credit hours). The non-thesis option is only available with consent of the academic advisor and graduate program director.

Geography, Ph.D.

Admission Requirements
Applicants must satisfy the minimum admission requirements established by the Graduate School. Applicants with degrees in disciplines other than geography or with background deficiencies may be required to complete certain undergraduate requirements. An applicant to the PhD program is normally required to have a master’s degree; however, an applicant with exceptional credentials may be admitted directly into the PhD program.

See the Admission Criteria section of this catalog for more information.

Doctor of Philosophy
The PhD program requires a minimum of 48 hours of coursework beyond the baccalaureate degree (that may include up to 24 credit hours of approved graduate-level coursework transferred from a master’s program and a maximum of 12 hours of non-thesis or non-dissertation research), 24 hours of dissertation research, and a dissertation. A dissertation committee should be established by the end of the first semester of residence and a dissertation project should be established by the end of the third semester of residence. Each PhD candidate must pass a candidacy examination, submit and successfully defend a dissertation proposal, and pass an oral dissertation defense. Additional information is given in the Department of Geography PhD Graduate Handbook.

Department of Geological Sciences (GEO)

Majors
- Geological Sciences (MS) (p. 161)
- Geological Sciences (Ph.D.) (p. 164)

[object Object]

GEO501 Paleoclimatology
Hours 3
Survey of the variability of global climate through geologic time and investigation of the mechanisms of change.
Prerequisite(s): MATH 126 or MATH 146; and PH 102

GEO502 Communicating Geology
Hours 3
Evaluate and develop effective scientific communication skills including writing, oral presentations and poster presentations.
Prerequisite(s): None

GEO507 Seismology
Hours 3
This course provides an overview of earthquake seismology for both undergrad and graduate geoscience students. Topics include elastic wave propagation, seismic ray theory, travel time interpretation, surface wave dispersion and seismic tomography.
Prerequisite(s): MATH 126 or MATH 146

GEO510 Soil & Groundwater Restoration
Hours 3
Methods for restoring contaminated soil and groundwater by examining the factors and processes influencing the efficacy of remediation systems. An emphasis will be placed on the scientific principles upon which soil and groundwater remediation is based.
GEO511 Contaminant Transport in Porous Media
Hours 3
This course will cover topics related to the transport and fate of contaminants in subsurface systems. Specifically, this course will discuss the many factors and processes influencing contaminant transport such as the effects of dispersion, inter-phase mass transfer, transformation reactions, and porous-media heterogeneity. In addition, representative conceptual/mathematical models describing contaminant transport phenomena will be discussed.
Prerequisite(s): MATH 125, PH 102, CH 102, GEO 306 or equivalents; and/or with instructor’s permission.

GEO513 Sedimentary Petro-Clastics
Hours 4
Study of the depositional and diagenetic history of clastic rocks. Offered on demand.
Prerequisite(s): GEO 215

GEO515 Metamorphic Petrology
Hours 3
Study of metamorphic processes, types, textures, and petrogenesis and the use of metamorphic rocks for understanding tectonism. Offered on demand.

GEO516 Volcanology
Hours 3
Rheologic properties of magmatic systems and application of these principles to the understanding of volcanic processes. Offered on demand.

GEO517 Environmental Geochemistry
Hours 3
Course will discuss principles and applications of essential geochemical methods for understanding environmental positions and anthropogenic effects of biochemical cycles.
Prerequisite(s): CH 101 or CH 117 or CH 104; and GEO 101 or GEO 105

GEO522 Sedimentary Basin Analysis
Hours 3
Examination of the evolution and development of sedimentary basins. Emphasis is on sedimentary, tectonic, and geochemical processes and their influence in petroleum generation, accumulation, and preservation. Offered on demand.
Prerequisite(s): GEO 365 and GEO 367 and GEO 210

GEO525 Advanced Topics In Geology
Hours 1-6
Advanced topics in the following areas: economic geology, geochemistry, geohydrology, geophysics, geomorphology, mineralogy, paleontology, petrology, sedimentation, stratigraphy, structural geology, and tectonics. Offered on demand.

GEO534 Tectonics Seminar
Hours 1
Discussion of current research in Tectonics and related subjects. May be repeated for credit. Offered fall and spring semesters.

GEO535 Graduate Seminar
Hours 1
Oral presentations on current geological topics. Offered fall and spring semesters.

GEO536 Graduate Seminar
Hours 1
Oral presentations on current geological topics. Offered fall and spring semesters.

GEO542 Geodynamics
Hours 3
Introduction to the structure of the Earth’s interior and theory of plate tectonics. Quantitative analysis of the physical processes governing the formation of major tectonic and magmatic features on the Earth. Emphasis is on understanding geodynamic processes in orogenic belts, volcanic arcs, intraplate magmatism, sedimentary basins and continental extensional provinces. Offered spring semester.
Prerequisite(s): GEO 365 or GEO 314; and PH 102 and PH 104 and MATH 126 or MATH 146

GEO545 Multichannel Seismic Processg
Hours 4
Introduction to multi-channel seismic data acquisition, processing and interpretation. Includes the theory of wave propagation, time series analysis, and filtering. Problem-based lab using real-world data & examples.

GEO546 Scientific Computing
Hours 3
This course covers a broad range of computational methods used in the geosciences. Topics include data analysis, manipulation and image processing, using a variety of software packages.
Prerequisite(s): At least two 200 or 300 level course in geology or by permission of the instructor.

GEO564 Structural Validation and Modeling
Hours 3
Theory and techniques for validating and modeling maps and cross-sections. Includes balance and restoration of cross-sections and derivation and use of predictive geometric and kinematic models. Practical problem solving is emphasized. Offered alternate years.
Prerequisite(s): GEO 365 or equivalent

GEO565 Comparative Structural Geology
Hours 3
Analysis of the original literature on structural families and deformation-mechanism associations, emphasizing the low-temperature environment.

GEO570 General Geochemistry
Hours 4
Overview of the field of geochemistry (elementary chemical equilibria and thermodynamics, organic geochemistry, isotope geochemistry), with an emphasis on solving geologic problems. Offered fall semester.
Prerequisite(s): GEO 314
GEO571 Thermodynamics For Geologists
Hours 3
Semi-derivationaional approach to understanding the thermodynamic relations most useful to geologists. Emphasis is on using the derived relations to solve common geologic problems. Offered alternate fall semesters.
Prerequisite(s): MATH 126 or MATH 146

GEO575 Petrochemistry
Hours 3
Principles and techniques in geochemical modeling of magmatic, hydrothermal and metamorphic processes.
Prerequisite(s): Instructor Permission

GEO576 Analytical Geochemistry
Hours 3
Theory, techniques, and applications of geochemical methods for the analysis of rocks, ores, and aqueous fluids. Offered on demand.

GEO583 Global Tectonics
Hours 3
Study of tectonics, plate motions, and tectonic environments. Includes discussion of controlling factors, driving forces, and resulting structures with emphasis on island arcs, trenches, backarc basins, transform boundaries, and continental margins. Offered alternate spring semesters or on demand.
Prerequisite(s): GEO 365 and GEO 367

GEO590 Seminar Regional Geology
Hours 1-3
Literature and field study of the geology of selected areas. Offered on demand.
Prerequisite(s): GEO 314 and GEO 365 and GEO 367

GEO597 Geological Internships
Hours 3
Field and laboratory projects with government and industry.

GEO598 Non-Thesis Research
Hours 1-6
Non-Thesis Research.

GEO599 Thesis Research
Hours 1-12
Thesis Research.

GEO602 Communicating Geology
Hours 3
Evaluate and develop effective scientific communication skills including writing, oral presentations and poster presentations.
Prerequisite(s): None

GEO607 Intro Groundwater Modeling
Hours 3
Introduction to the theory and application of groundwater modeling. Offered in Spring.
Prerequisite(s): GEO 506 and MATH 253 and CS 226

GEO608 Contaminant Hydrology & Modeling
Hours 3
Introduction to concepts and models in contaminant hydrogeology. Offered Fall.
Prerequisite(s): GEO 607

GEO626 Adv Topics In Geology
Hours 1-6
Advanced topics in the following areas: economic geology, geochemistry, geohydrology, geophysics, geomorphology, mineralogy, paleontology, petrology, sedimentation, stratigraphy, structural geology, and tectonics. Offered on demand.

GEO634 Tectonics Seminar
Hours 1
Discussion of current research in Tectonics and related subjects. May be repeated for credit. Offered fall and spring semesters.

GEO635 Graduate Seminar
Hours 1
Oral presentations on current geological topics. Offered fall and spring semesters.

GEO636 Graduate Seminar
Hours 1
Oral presentations on current geological topics. Offered fall and spring semesters.

GEO650 Isotope Geology
Hours 3
Principles of stable and radiogenic isotope geochemistry, and applications to economic geology, geochronology, petrology, and tectonics. Offered on demand.
Prerequisite(s): GEO 514 and GEO 515

GEO698 Non-Dissertation Research
Hours 1-12
No description available

GEO699 Dissertation Research
Hours 1-12
No description available

Faculty
Chair
Fred Andrus
Professor
Fred Andrus

Geological Sciences, MS
Admission Requirements
Admission to the graduate program in geology is competitive. Applicants must satisfy the minimum admission requirements established by the Graduate School. An applicant to the MS program is normally required to have a bachelor's degree in geology or a related discipline (e.g., chemistry, mathematics, physics, or geological engineering) and to have
completed at least one year each of college-level calculus, chemistry, and physics. Applicants with degrees in disciplines other than geology or with ancillary background deficiencies may be required to complete certain undergraduate requirements. An applicant to the PhD program is normally required to have a master’s degree; however, an applicant with exceptional credentials may be admitted directly into the PhD program.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

The MS program requires a minimum of 24 credit hours of coursework, participation in the graduate seminar (two semesters), and a thesis. A maximum of 3 credit hours of nonthesis research may be applied toward the 24-hour total. A thesis committee should be established by the end of the first semester of residence and a thesis project must be proposed by the end of the second semester of residence. Each MS candidate must pass a combined oral thesis defense and final examination. Additional information is given in the Department of Geological Sciences Graduate Handbook.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s
candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidature forms. Doctoral candidature is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research.

In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first
session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.**

**Geological Sciences, Ph.D.**

**Admission Requirements**

Admission to the graduate program in geology is competitive. Applicants must satisfy the minimum admission requirements established by the Graduate School. An applicant to the MS program is normally required to have a bachelor’s degree in geology or a related discipline (e.g., chemistry, mathematics, physics, or geological engineering) and to have completed at least one year each of college-level calculus, chemistry, and physics. Applicants with degrees in disciplines other than geology or with ancillary background deficiencies may be required to complete certain undergraduate requirements. An applicant to the PhD program is normally required to have a master’s degree; however, an applicant with exceptional credentials may be admitted directly into the PhD program.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

The PhD program requires a minimum of 48 hours of coursework beyond the baccalaureate degree (including a maximum of 24 credit hours of approved graduate-level coursework transferred from a master’s program and a maximum of 12 hours of nonthesis or nondissertation research), participation in the graduate seminar (four semesters), and a dissertation. A dissertation committee should be established by the end of the first semester of residence and a dissertation project should be established by the end of the third semester of residence. Each PhD candidate must also pass an oral dissertation proposal, an oral preliminary examination (after completion of all coursework), and an oral dissertation defense. Additional information is given in the Department of Geological Sciences Graduate Handbook.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.
Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UBSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

• provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)
Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of the University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of the University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring, and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/Chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline is submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the graduate dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped
one or more preliminary sections of the dissertation as well); and having

departments require the defense of a dissertation proposal and/or writing departmental approval of the dissertation subject (although some qualifying (major or preliminary) examination; completion of all The requirements for advancing to candidacy include passing the

Admission to Candidacy
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School. The Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having

the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the
Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

**Article-Style Dissertations**

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
• a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations:** August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

**Protection of Human Subjects for Research**
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

**Final Examinations**
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**
At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of History (HY)**
- Majors
  - History (MA) (p. 171)
  - History (Ph.D.) (p. 174)

[object Object]
HY500 Special Studies in History
Hours 3-6
No description available

HY504 Modern China Sc 1600
Hours 3
Survey of Chinese history in the Ch’ing Dynasty and the 20th century. Major emphasis is on 19th- and 20th-century events.

HY508 Colonial Us To 1763
Hours 3
Topical survey of major themes in U.S. colonial history with particular emphasis on Anglo-American developments.

HY509 Amer Rev/New Nation
Hours 3
The development of revolutionary sentiment in the North American colonies, the resulting revolution, and the subsequent efforts to establish the new nation.

HY513 Mexican War - Civil War
Hours 3
Examines how Americans made war in the middle of the 19th century and how waging war affected the evolution of politics and society.

HY525 Us World Power To 1898
Hours 3

HY526 U S World Power 1898-Pre
Hours 3
Survey of American foreign policy from the Spanish-American War of 1898 to the present.

HY529 Spanish Frontier in N. America
Hours 3
History of the Spanish advance into the present-day borders of the U.S., explaining how Spain fought and finally succumbed to the more dynamic and aggressive French and English.
HY541 Hy Us - Vietnam War  
Hours 3  
A survey of the historical background of the conflict in Indochina leading to U.S. involvement in that conflict.

HY542 The Middle Ages  
Hours 3  
Foundations of the modern world in barbarian Europe: retreat into the countryside and private government, recovery of public institutions, money economy, and cultural vitality.

HY543 Renaissance  
Hours 3  
Intellectual movements associated with the Renaissance, with readings in Machiavelli's Prince, More's Utopia, and other humanist writings; social and economic life, religion, politics, and statecraft.

HY544 Reform Counter-Reform  
Hours 3  
History of the separation of Catholic and Protestant churches from the ideal of the universal Christian church; late-Medieval religious practice.

HY574 Rel Of Us & Latin Amer  
Hours 3  
Chronological survey of diplomatic, economic, and cultural relations, with emphasis on the 20th century.

HY580 Survey Military History  
Hours 3  
Introduction to the field of military history and to the writing of military history from ancient times to the present, with an emphasis on the 19th and 20th centuries.

HY590 England Under Tudors  
Hours 3  
Development of an early modern state: establishment of strong central monarchy, religious crises from the Reformation to the Puritan movement, and exuberance and excess of an expanding society.

HY591 England Under Stuarts  
Hours 3  
How Englishmen of the 17th century worked out the great questions of their day: Was liberty compatible with strong and effective government? Could English elites share their power without destroying it? What did God want for England?

HY593 Britain In The 18 Cent  
Hours 3  
From the Hanoverian Succession in 1714 to victory at Waterloo in 1815: political development, agrarian and industrial revolutions, John Wesley, Samuel Johnson, and an apparently endless succession of wars.

HY594 Britain In The Victorian Age  
Hours 3  
Britain at her apogee: possessor of the empire on which the sun never set; world economic leader; nation of Peel and Palmerston, Gladstone and Disraeli, Dickens and Trollope, Tennyson and Browning, Turner and Constable, and Victoria and Albert.

HY599 Thesis Research  
Hours 1-6  
No description available

HY600 Teaching History  
Hours 1  
A basic introduction to teaching history in colleges and universities. Will treat such issues as course planning, lecturing, handling discussions, classroom procedures and policies, student evaluation and ethical problems in teaching.

HY601 Literature Of American History  
Hours 4  
No description available

HY602 Lit American History Sc 1865  
Hours 4  
Course examines major historical scholarship of American history since the Civil War.

HY603 Literature European Hist  
Hours 4  
No description available

HY604 Lit Latin Amercn History  
Hours 4  
No description available

HY605 Prosem Us Histry To 1877  
Hours 4  
No description available

HY606 Prosem Us HY Since 1877  
Hours 4  
No description available

HY607 Prosem Southern History  
Hours 4  
This reading-intensive proseminar introduces students to important historiographical debates in the History of the American South. Chronological boundaries of the course vary by instructor.

HY631 Early Mod Brit Eur Hy  
Hours 4  
No description available

HY635 Recent Brit Eur History  
Hours 4  
No description available
History, MA

Admission Requirements

General requirements for all history degree programs

Admission decisions for all graduate history programs at The University of Alabama are made by the Graduate School based on a composite of subjective and quantitative information, including the applicant's statement of purpose and letters of recommendation, the academic standing of the programs in which the applicant has studied, evidence of appropriate college or graduate-level work in history courses, test scores, previous grades, and the recommendation of the Graduate Committee of the history department. Each application is considered in the context of other applications to the program, with due consideration given to the availability of space in the program, the need to maintain a pool of students of superior potential, and the need to encourage minority applications. Not every student whose credentials meet stated quantitative standards is admitted.

Quantitative requirements for unconditional admission to MA program

The applicant must have a grade point average, based on a 4.0 system, of 3.0 overall or 3.0 for the last 60 semester hours in a degree program, and a score of at least 1500 on the combined verbal, quantitative and analytical portions of the Graduate Record Examination. Applicants who take the GRE after October 1, 2002, must score at least 1000 on the combined verbal and quantitative portions and at least 4 on the analytical writing section.

Quantitative requirements for conditional admission to MA program

An applicant whose credentials do not meet the requirements for regular admission may be considered for conditional admission if he or she has a quality point average of at least 2.5 overall and a score of 1400 on the GRE. For applicants who take the GRE after October 1, 2002, conditional admission will require a score of 930 on the combined verbal and quantitative portions and at least 4 on the analytical writing portion. Conditional admission is rare and requires a special recommendation by the Graduate Committee. Students admitted conditionally must maintain a 3.0 average for the first 12 semester hours attempted. Failure to do so will result in dismissal from the program.

See the Admission Criteria section of this catalog for more information.

General Degree Requirements

Course load

Resident students are expected to register for full loads each semester—at least 9 hours, except in the case of .50 FTE teaching assistants, who must take at least 6 hours. All courses must be numbered 500 or above, but HY 699 Dissertation Research does not count toward the course hour requirement for any graduate degree.

Historiography requirement

All incoming graduate students (MA or PhD), unless specifically exempted by the Graduate Committee, must take at least two of the basic historiography courses as part of their degree program:
They are encouraged to take these courses as early as possible in their program.

Seminar requirement
All MA students who choose Plan II (described under “Requirements for the MA Program” below) must take at least one research seminar. All doctoral students must complete at least two research seminars.

Language requirement
Unless specified to the contrary, all graduate degree programs in history require that each student demonstrate reading proficiency in one or more foreign languages. These languages should be selected from the standard research languages (Spanish, French, German, Italian, and Russian), but other languages relevant to the student’s program may be substituted with the recommendation of the student’s advisor and the permission of the Graduate Committee. The student must fulfill this requirement by passing the examination administered by the relevant language department at The University of Alabama. Completion of any of the various “language for reading proficiency” courses offered at The University of Alabama with a final grade of “B” or above also meets the language requirement.

Requirements for the MA Program

Plan I:

Coursework
Coursework totaling 24 credit hours in history and a thesis (an additional 6 credit hours of HY 599 Thesis Research) are required, and the student must demonstrate reading proficiency in one foreign language before taking the final oral examination.

Thesis
The topic of the thesis will be selected by the student in consultation with his or her advisor. After the topic has been agreed upon, the student will prepare a prospectus describing the topic and the proposed plan of approach, including the principal sources to be used. Copies of the prospectus will be distributed to the student’s advisory committee, which shall consist of three members, all of whom must indicate their acceptance of the topic.

Oral exam
The Plan I oral exam is on the MA coursework and the thesis. The examination committee consists of three professors who served as readers on the thesis, plus one additional history professor. The M.A. thesis must be submitted to the student’s primary advisor no later than six weeks before the scheduled defense, and the revised thesis must be submitted to the remaining members of the student’s committee at least three weeks before the scheduled defense. The committee files with the director of graduate studies a written opinion regarding the student’s suitability for further graduate work in history.

Plan II:

Coursework
Coursework totaling 30 credit hours in history is required, and the student must demonstrate proficiency in reading one foreign language before taking the final oral examination.

Oral exam
Plan II students must take an oral examination on their history courses and on a revised seminar paper, copies of which must be furnished to the members of the examining committee at least 10 days before the date of the oral examination. The examining committee must consist of at least four history professors, including as many as possible with whom the student has taken courses. The committee files with the director of graduate studies a written opinion regarding the student’s suitability for further graduate work in history.

Special note on MA oral exams
In all of the MA oral examinations, two negative votes constitute failure of the examination. History graduate students may repeat failed oral examinations one time only, after an interval specified by the examining committee. Two negative votes constitutes denial of admission to the doctoral program. The use of faculty from outside the department to serve on MA examination committees (except in cases where faculty from other disciplines are prescribed by the graduate regulations) must be approved well in advance by the Graduate Committee.

Scholastic Requirements
Any student who receives 6 hours of “C” grades or 3 hours of “D” or “F” grades in history courses shall be dismissed from the program, although the student dismissed may petition the Graduate Committee for reinstatement.

A student on probation or whose transcript carries a grade of “I” will ordinarily be ineligible for a teaching assistantship or other departmental financial support.

Transfer of Credit
Courses of full-graduate level credit earned in an accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a History degree program. Evaluation of credit for transfer will not be made until the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisor, the Graduate Committee of the Department of History, and the Dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all of the graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

A student initiates with the Graduate School a request for evaluation of graduate credit obtained at another institution. The form is available at the “Web Forms” icon of the Graduate School’s homepage. It is also the student’s responsibility to ensure than an official transcript of the credit concerned is received by the Graduate School. All credit toward the MA degree must have been earned during the six years immediately preceding the date on which the degree is awarded. All credit toward the PhD must have been earned in the six years immediately preceding admission to the doctoral program.

The history department usually allows the transfer of 6 semester hours of credit toward the MA degree, although in exceptional cases up to 12 hours may be accepted. No more than one-half of PhD coursework hours (not including HY 699) may be transferred from another institution.

Master’s Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master’s degree:
Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in
conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

History, Ph.D.
Admission Requirements
General requirements for all history degree programs
Admission decisions for all graduate history programs at The University of Alabama are made by the Graduate School based on a composite of subjective and quantitative information, including the applicant’s statement of purpose and letters of recommendation, the academic standing of the programs in which the applicant has studied, evidence of appropriate college or graduate-level work in history courses, test scores, previous grades, and the recommendation of the Graduate Committee of the history department. Each application is considered in the context of other applications to the program, with due consideration given to the availability of space in the program, the need to maintain a pool of students of superior potential, and the need to encourage
minority applications. Not every student whose credentials meet stated quantitative standards is admitted.

**Special requirements for admission to the PhD program**

Students applying to the PhD program are expected to have GRE scores substantially above the minimum acceptable for MA applicants (p. 171), a GPA in previous graduate work of 3.5 or better, and strong recommendations. Normally a successful applicant must also be endorsed by a faculty member prepared to serve as chairperson of the student’s dissertation committee.

See the Admission Criteria section of this catalog for more information.

**General Degree Requirements**

**Course load**

Resident students are expected to register for full loads each semester—at least 9 hours, except in the case of .50 FTE teaching assistants, who must take at least 6 hours. All courses must be numbered 500 or above, but HY 699 Dissertation Research does not count toward the course hour requirement for any graduate degree.

**Historiography requirement**

All incoming graduate students (MA or PhD), unless specifically exempted by the Graduate Committee, must take at least two of the basic historiography courses as part of their degree program:

- HY 601/602 Literature Of American History
- HY 603 Literature European Hist
- HY 605 Lit Latin American History

They are encouraged to take these courses as early as possible in their program.

**Seminar requirement**

All MA students who choose Plan II (described under "Requirements for the MA Program" below) must take at least one research seminar. All doctoral students must complete at least two research seminars.

**Language requirement**

Unless specified to the contrary, all graduate degree programs in history require that each student demonstrate reading proficiency in one or more foreign languages. These languages should be selected from the standard research languages (Spanish, French, German, Italian, and Russian), but other languages relevant to the student’s program may be substituted with the recommendation of the student's advisor and the permission of the Graduate Committee. The student must fulfill this requirement by passing the examination administered by the relevant language department at The University of Alabama. Completion of any of the various "language for reading proficiency" courses offered at The University of Alabama with a final grade of "B" or above also meets the language requirement.

**Requirements for the PhD Program**

**History field requirements**

The Department of History offers the following PhD fields:

- United States history to 1877
- United States history since 1877
- History of the South
- British and European history, 1485 to 1815
- British and European history, 1815 to present
- Latin American history to 1810
- Latin American history since 1810
- Military and naval History

PhD students may, as their fourth, non-testing field, also create their own thematic field, the exact boundaries of which will be settled in consultation with the Graduate Committee, provided that there are a minimum of two professors in the department who specialize in that area.

The PhD requires a total of 54 hours of graduate coursework. MA hours, including those accepted for transfer from other institutions, are included in this total. PhD students will offer four fields of history, with at least two, but not more than three, related to the same geographic area (U.S., Europe, or Latin America). The student must earn at least 12 hours of graduate credit in each of the four fields.

Beyond the 48 hours of history distributed in fields, the student must earn 6 additional hours of graduate credit:

- a. in a field outside the history department;
- b. in history, but in fields not presented for the PhD;
- c. in history, but as additional hours in one or more of the fields presented for the PhD.

**Language requirement**

Each student is expected to demonstrate a reading knowledge of two foreign languages, with the exception of those whose major fields are in American history. Those working primarily in American history must demonstrate a knowledge of only one foreign language, although any advisor may require his or her student to continue to fulfill the two-language requirement if it seems necessary to the area of the student’s research. For those who must satisfy the two-language requirement, a special skill pertinent to the candidate’s doctoral dissertation may be substituted for one language on the recommendation of the student's advisor and with the permission of the Graduate Committee. The language and special skill requirements must be met before the scheduling of the comprehensive examinations.

**Comprehensive examinations**

The comprehensive examinations for admission to candidacy for the PhD consist of a four-hour written examination in each of three fields of history offered by the candidate, each administered by a committee of two or more professors representing the respective field. An oral examination will be administered subsequently by a committee consisting of not less than five professors who administered the written examinations. The comprehensive examinations are to be completed in a two-week period, with the written exams given the first week and the oral exam given the following week. The exam schedule must allow at least five days between the last written exam and the date of the oral exam. The written and oral exams in each field are considered a unit, which the student will pass or fail as a whole. Two negative votes constitute failure. A minimum of six months must elapse before the student may repeat a failed examination, the time of which will be set by the examining committee. A student is permitted to repeat a failed examination one time only.

**Dissertation**

Dissertations are to be based upon research in history and make an original contribution to knowledge. Each doctoral student will select an obtain approval for a dissertation topic before scheduling his or her comprehensive examinations. Students will select dissertation topics in consultation with their advisors. After the topic has been agreed
upon, the student will prepare a prospectus describing the topic and the proposed plan of approach, including the principal sources to be pursued.

Copies of the prospectus will be distributed to the members of the student’s comprehensive exam committee in advance of the oral examination. The prospectus is accepted or rejected at the time of the oral comprehensive examination.

The Graduate School requires each student admitted to candidacy for the PhD to pursue completion of the dissertation without interruption by enrolling each semester in HY 699 Dissertation Research for at least 3 credit hours. The student must register for a total of at least 24 hours of dissertation research.

Final oral examination
The candidate must pass an oral examination on the dissertation and the field of the dissertation in accordance with the rules of the Graduate School. The dissertation committee consists of three professors who served as readers on the dissertation, plus at least one additional history professor and a representative of an outside department. Two negative votes constitute failure of the examination, which the student may repeat one time only, after an interval specified by the examining committee.

Using outside faculty on PhD examinations
Except in cases where faculty from other disciplines are prescribed by the graduate regulations, the use of faculty from outside the department to serve on PhD comprehensive or oral examinations must be approved well in advance by the Graduate Committee.

Scholastic Requirements
Any student who receives 6 hours of “C” grades or 3 hours of “D” or “F” grades in history courses shall be dismissed from the program, although the student dismissed may petition the Graduate Committee for reinstatement.

A student on probation or whose transcript carries a grade of “I” will ordinarily be ineligible for a teaching assistantship or other departmental financial support.

Transfer of Credit
Courses of full-graduate level credit earned in an accredited institution where a student was enrolled in the graduate school may be submitted for review in inclusion in a History degree program. Evaluation of credit for transfer will not be made until the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisor, the Graduate Committee of the Department of History, and the Dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all of the graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

A student initiates with the Graduate School a request for evaluation of graduate credit obtained at another institution. The form is available at the “Web Forms” icon of the Graduate School’s homepage. It is also the student’s responsibility to ensure that an official transcript of the credit concerned is received by the Graduate School. All credit toward the MA degree must have been earned during the six years immediately preceding the date on which the degree is awarded. All credit toward the PhD must have been earned in the six years immediately preceding admission to the doctoral program.

The history department usually allows the transfer of 6 semester hours of credit toward the MA degree, although in exceptional cases up to 12 hours may be accepted. No more than one-half of PhD coursework hours (not including HY 699 Dissertation Research) may be transferred from another institution.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/
research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by the faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student
meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time
limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student to request an extension to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.
Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

**Article-Style Dissertations**

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
• Finance
• Geological Sciences
• Health Education and Promotion
• Management
• Management Science
• Marketing
• Mechanical Engineering
• Metallurgical and Materials Engineering
• Physics
• Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

• In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
• connecting language to bridge each study to the next; and
• a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline's style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Mathematics (MATH)
• Majors
  • Mathematics (MA) (p. 185)
  • Mathematics (Ph.D.) (p. 187)

[object Object]
MATH502 History Of Mathematics
Hours 3

Designed to increase awareness of the historical roots of the subject and its universal applications in a variety of settings, showing how mathematics has played a critical role in the evolution of cultures over both time and space.

MATH503 Adv Math Connections & Devlpmn
Hours 3

Explore the interconnections between the algebraic, analytic, and geometric areas of mathematics with a focus on properties of various number systems, importance of functions, and the relationship of algebraic structures to solving analytic equations. This exploration will also include the development and sequential nature of each of these branches of mathematics and how it relates to the various levels within the algebra mathematics curriculum.
MATH504 Topics Mod Math Teachers  
Hours 1-3  
Diverse mathematical topics designed to enhance skills and broaden knowledge in mathematics for secondary mathematics teachers.

MATH505 Geometry For Teachers  
Hours 3  
A survey of the main features of Euclidean geometry, including the axiomatic structure of geometry and the historical development of the subject. Some elements of projective and non-Euclidean geometry are also discussed.

MATH508 Topics In Algebra  
Hours 3  
Content changes from semester to semester to meet the needs of students. Designed for graduate students not majoring in mathematics.

MATH509 Advanced Data Analysis  
Hours 3  
Concepts and techniques of posing questions and collecting, analyzing, and interpreting data. Topics include: univariate and bivariate statistics, probability, simulation, confidence intervals and hypothesis testing. 
Prerequisite(s): MATH 125 and ST 260

MATH510 Numerical Linear Algebra  
Hours 3  
Direct solution of linear algebraic systems, analysis of errors in numerical methods for solutions of linear systems, linear least-squares problems, orthogonal and unitary transformations, eigen values and eigenvectors, and singular value decomposition.

MATH511 Numerical Analysis I  
Hours 3  
Numerical methods for solving nonlinear equations; iterative methods for solving linear systems of equations; approximations and interpolations; numerical differentiation and integration; and numerical methods for solving initial-value problems for ordinary differential equations.  
Prerequisite(s): MATH 238, MATH 237 and CS 226 or equivalent.

MATH512 Numerical Analysis II  
Hours 3  
Continuation of MATH 511 with emphasis on numerical methods for solving partial differential equations. Also covers least-squares problems, Rayleigh-Ritz method, and numerical methods for boundary-value problems.

MATH520 Linear Optimization  
Hours 3  
Topics include formulation of linear programs, simplex methods and duality, sensitivity analysis, transportation and networks, and various geometric concepts.  
Prerequisite(s): None

MATH521 Optimization Theory II  
Hours 3  
Emphasis on traditional constrained and unconstrained nonlinear programming methods, with an introduction to modern search algorithms.

MATH522 Mathematics For Finance I  
Hours 3  
An introduction to financial engineering and mathematical model in finance. This course covers basic no-arbitrage principle, binomial model, time value of money, money market, risky assets such as stocks, portfolio management, forward and future contracts and interest rates.

MATH523 Graph Theory & Applictns  
Hours 3  
Survey of several of the main ideas of general graph theory with applications to network theory. Topics include oriented and nonoriented linear graphs, spanning trees, branchings and connectivity, accessibility, planar graphs, networks and flows, matchings, and applications.

MATH537 Applied Math Topics I  
Hours 3  
This course is a survey of topics in applied mathematics.  
Prerequisite(s): Permission of the department.

MATH538 Spec Top Appld Math II  
Hours 3  
No description available

MATH541 Boundary Value Problems  
Hours 3  
Emphasis on boundary value problems for classical partial differential equations of physical sciences and engineering. Other topics include Fourier series and boundary-value problems for ordinary differential equations.  
Prerequisite(s): C- or higher in MATH 343

MATH542 Integral Transf & Asympt  
Hours 3  
Introduction to complex variable methods, integral transforms, asymptotic expansions, WKB method, matched asymptotics, and boundary layers.  
Prerequisite(s): C- or higher in MATH 541 OR permission of the instructor.

MATH551 Math Stats W/Applictn I  
Hours 3  
Introduction to mathematical statistics. Topics include bivariate and multivariate probability distributions, functions of random variables, sampling distributions and the central limit theorem, concepts and properties of point estimators, various methods of point estimation, interval estimation, tests of hypotheses and Neyman-Pearson lemma with some applications. Usually offered in the Fall semester.

MATH552 Math Stats W/Applictn II  
Hours 3  
Introduces further applications of the Neyman-Pearson lemma, likelihood ratio tests, chi-square test for goodness of fit, estimation and test of hypothesis for linear statistical models, the analysis of variance, analysis of enumerative data, and some topics in nonparametric statistics. Credit for this course will not be counted toward an advanced degree in mathematics.
MATH554 Math Statistics I
Hours 3
Distributions of random variables, moments of random variables, probability distributions, joint distributions, and change of variable techniques.

MATH555 Math Statistics II
Hours 3
Order statistics, asymptotic distributions, point estimation, interval estimation, and hypothesis testing.

MATH557 Stochastics Processes I
Hours 3
Introduction to the basic concepts and applications of stochastic processes. Markov chains, continuous-time Markov processes, Poisson and renewal processes, and Brownian motion. Applications of stochastic processes including queueing theory and probabilistic analysis of computational algorithms.

MATH559 Stochastics Processes II
Hours 3
Continuation of MATH 557. Advanced topics of stochastic processes including Martingales, Brownian motion and diffusion processes, advanced queueing theory, stochastic simulation, and probabilistic search algorithms (simulated annealing).

MATH560 Intro Differential Geom
Hours 3
Introduction to basic classical notions in differential geometry: curvature, torsion, geodesic curves, geodesic parallelism, differential manifold, tangent space, vector field, Lie derivative, Lie algebra, Lie group, exponential map, and representation of a Lie group.
Prerequisite(s): MATH 586 or equivalent

MATH565 Intro General Topology
Hours 3
Basic notions in topology that can be used in other disciplines in mathematics. Topics include topological spaces, open sets, closed sets, basis for a topology, continuous functions, separation axioms, compactness, connectedness, product spaces, quotient spaces, and metric spaces.
Prerequisite(s): MATH 586 or equivalent

MATH566 Intro Algebraic Topology
Hours 3
Homotopy, fundamental groups, covering spaces, covering maps, and basic homology theory, including the Eilenberg Steenrod axioms.

MATH570 Prin Modern Algebra I
Hours 3
Designed for graduate students who did not major in mathematics. A first course in abstract algebra. Topics include groups, permutations groups, Cayley’s theorem, finite Abelian groups, isomorphism theorems and Lagrange’s theorem. Usually offered in the spring semester. Credit for this course will not be counted toward an advanced degree in mathematics.
Prerequisite(s): MATH 237

MATH571 Prin Modern Algebra II
Hours 3
The basic principles of Galois theory are introduced in this course. Topics covered are rings, polynomial rings, fields, algebraic extensions, normal extensions, and the fundamental theorem of Galois theory.

MATH573 Abstract Algebra I
Hours 3
Fundamental aspects of group theory are covered. Topics include Sylow theorems, semi-direct products, free groups, composition series, nilpotent and solvable groups, and infinite groups.

MATH574 Cryptography I
Hours 3
Introduction to a rapidly growing area of cryptography, an application of algebra, especially number theory.

MATH578 Real Analysis I
Hours 3
Topics covered include measure theory, Lebesgue integration, convergence theorems, Fubini’s theorem, and LP spaces.

MATH580 Complex Analysis I
Hours 3
The basic principles of complex variable theory are discussed. Topics include Cauchy-Riemann equations, Cauchy’s integral formula, Goursat’s theorem, the theory of residues, the maximum principle, and Schwarz’s lemma.

MATH583 Intro Complex Calculus
Hours 3
Some basic notions in complex analysis. Topics include analytic functions, complex integration, infinite series, contour integration, and conformal mappings. Credit for this course will not be counted if it is taken after MATH 583.

MATH585 Intro Complex Calculus
Hours 3
Rigorous development of the calculus of real variables. Topics include topology of the real line, sequences, limits, continuity, and differentiation.
Prerequisite(s): MATH 237

MATH586 Introduction to Real Analysis I
Hours 3
Riemann integration, introduction to Reimann-Stieltjes integration, series of constants and convergence tests, sequences and series of functions, uniform convergence, power series, Taylor series, and the Weierstrass Approximation Theorem.
Prerequisite(s): MATH 586 or departmental approval

MATH587 Introduction to Real Analysis II
Hours 3
Topics covered include existence and uniqueness of solutions, Picard theorem, homogenous linear equations, Floquet theory, properties of autonomous systems, Poincare-Bendixson theory, stability, and bifurcations.
Prerequisite(s): MATH 238 and MATH 586
MATH591 Teaching College Math  
Hours 3  
Provides a basic foundation for teaching college-level mathematics; to be taken by graduate students being considered to teach undergraduate-level mathematics courses.

MATH593 Collegiate Math Education Rsnc  
Hours 3  
This course is designed to enable students to understand and synthesize current research in college mathematics education involving subjects usually taught during the first two years of college. This will include a survey of a range of educational research models and will discuss qualitative, quantitative, and mixed methods research design in mathematics education research.

MATH598 Non-Thesis Research  
Hours 1-9  
No description available

MATH599 Thesis Research  
Hours 1-6  
No description available

MATH610 Iterative Meth Linear Sys  
Hours 3  
Describes some of the best iterative techniques for solving large sparse linear systems.

MATH642 Partial Differential Equations  
Hours 3  
This is an introductory course in partial differential equations. It covers the theory, methods of solution as well as applications related to the three main equations of mathematical physics, namely the Laplace's equation, the heat equation and the wave equation. This course serves as the first part of the sequence for the qualifying exam in partial differential equations.

Prerequisite(s): MATH 238 and MATH 486 or permission of instructor

MATH644 Singular Perturbations  
Hours 3  
This is an introductory course in perturbation methods. It covers both the theory and the methods of solution for a variety of equations ranging from algebraic, ordinary differential equations, to partial differential equations containing either small or large parameters. This course serves as the second part of the sequence for the qualifying exam in partial differential equations.

Prerequisite(s): MATH 238, some familiarity with ODE’s and PDE’s or permission of the instructor

MATH661 Algebraic Topology I  
Hours 3  
In-depth study of homotopy and homology. The theory of cohomology is also introduced as are characteristic classes.

MATH669 Topics in Topology  
Hours 3  
Introduction to basic knowledge of Geometry of Manifolds, especially to three and four dimensional manifolds: symplectic and contact geometry; handle body and Kirby calculus.

Prerequisite(s): MATH 565 and MATH566, or departmental approval

MATH674 Abstract Algebra II  
Hours 3  
Fundamental aspects of ring theory are covered. Topics include Artinian rings, Wedderburn’s theorem, idempotents, polynomial rings, matrix rings, Noetherian rings, free and projective modules, and invariant basis number.

MATH677 Topics Algebra I  
Hours 3  
Content decided by instructor. Recent topics covered include linear groups, representation theory, commutative algebra and algebraic geometry, algebraic K-theory, and theory of polycyclic groups.

MATH681 Real Analysis II  
Hours 3  
A second semester graduate analysis course in real and functional analysis. Topics include L^p spaces, Banach space techniques, Hilbert spaces, the Fourier transform, and applications to PDE.

Prerequisite(s): MATH 580 or permission of the department.

MATH684 Complex Analysis II  
Hours 3  
Typical topics covered include analytic functions, the Riemann mapping theorem, harmonic and subharmonic functions, the Dirichlet problem, Bloch’s theorem, Schottley’s theorem, and Picard’s theorems.

MATH686 Functional Analysis I  
Hours 3  
Topics covered in recent courses include Hilbert spaces, Riesz theorem, orthonormal bases, Banach spaces, Hahn-Banach theorem, open-mapping theorem, bounded operators, and locally convex spaces.

MATH687 Functional Analysis II  
Hours 3  
Topics covered in recent courses include spectral theory, Banach algebras, C* algebras, nest algebras, Sobolev spaces, linear p.d.e.’s, interpolation theory, and approximation theory.

MATH688 Seminar: Topics in Analysis  
Hours 3  
In this course we will discuss advanced topics in harmonic analysis: distributions, the Fourier transform, maximal operators, singular and fractional integrals. If time permits we will introduce the theory of weighted norm inequalities.

Prerequisite(s): Permission of the department

MATH698 Non-Dissertation Research  
Hours 3-9  
This course will examine a topic not included in the student’s dissertation.
Mathematics, MA

Admission Requirements
To be admitted for a graduate degree, students are expected to satisfy the general requirements of the Graduate School, as stated in the Admission Criteria section of this catalog. In support of the application, each applicant must submit scores on the general test of the Graduate Record Examination; the advanced portion is desirable but not required. See the Admission Criteria section of this catalog for more information.

Degree Requirements
Each student's program for the master's degree must be approved by the department and the Graduate School. Students need to follow all policies found in the master's degree policies section of the Graduate Catalog.

A total of 30 graduate hours is required to obtain a master's degree in mathematics. Candidates for the master's degree may choose either of two plans. One plan (Plan I) requires successful completion of 24 semester hours of coursework, plus a thesis. The other plan (Plan II) requires no thesis, but requires successful completion of 27 semester hours of coursework plus 3 hours of work devoted to a project supervised by a member of the graduate faculty in mathematics. At least 21 of the course hours must be taken in mathematics; courses in related areas, such as physics, finance, or computer science, may be taken with the approval of the graduate advisory committee. An oral examination is required for completion of the degree. Candidates for the master's degree must complete three of the following four core courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 510</td>
<td>Numerical Linear Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MATH 532</td>
<td>Graph Theory &amp; Application</td>
<td>3</td>
</tr>
<tr>
<td>MATH 580</td>
<td>Real Analysis I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 585</td>
<td>Intro Complex Calculus</td>
<td>3</td>
</tr>
</tbody>
</table>

Master's Degrees
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master's degree:

**Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.
Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final
oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Mathematics, Ph.D.

Admission Requirements
To be admitted for a graduate degree, students are expected to satisfy the general requirements of the Graduate School, as stated in the Admission Criteria section of this catalog. In support of the application, each applicant must submit scores on the general test of the Graduate Record Examination; the advanced portion is desirable but not required.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

The student's Plan of Study for the PhD degree in mathematics must be approved by the department and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work. Students also need to follow all policies found in the doctoral degree policies section of the Graduate Catalog.

PhD students in mathematics normally take three two-course sequences in mathematics/applied mathematics. A total of at least 48 hours of coursework is required. Dissertations for the PhD degree in mathematics may be written in any one of several areas approved by the department. A total of at least 24 hours of dissertation research must be taken. Before officially becoming a PhD candidate, the student must pass qualifying examinations in two areas within three years of becoming a full-time graduate student. One of the passes obtained should normally be in the area of the dissertation.

The joint PhD program in applied mathematics is a program with the UA System campuses in Birmingham and Huntsville. Admission to the program is obtained by passing the joint program examination in linear algebra, numerical linear algebra, and real analysis. Each program of study requires a minimum of 54 semester hours of coursework approved by the student's joint graduate study supervisory committee. Those hours must include a major area concentration consisting of at least six courses in addition to the courses needed to prepare for the joint program examination, and an application minor consisting of at least four
related graduate courses in some area outside the department. Before officially becoming a PhD candidate in this program, a student must pass the comprehensive qualifying examination that covers the entire program of study. Neither the joint program examination nor the comprehensive qualifying examination can be taken more than twice.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog.)

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or
better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.

- If the college dean supports the petition, it is sent to the graduate dean.

- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.

- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.
Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after
• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:
Final-Semester Dissertation (699) Minimum Registration Hours

When was the "completed electronic dissertation submitted to ProQuest/the Graduate School?"

<table>
<thead>
<tr>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester (date published in the &quot;University Academic Calendar&quot;)</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (both dates published in the University Academic Calendar)</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (date published in the University Academic Calendar)</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see "USCIS" section under "Minimum Hours—Other Policies and Regulatory Bodies" on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human
Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

**Final Examinations**

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**

At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of Modern Languages and Classics (GN, ROFR, ROML, ROSP)**

- Majors
  - German (MA) (p. 198)
  - Romance Languages (MA) (p. 220)
  - Romance Languages - French (MA) (p. 201)
  - Romance Languages - Spanish (MA) (p. 210)
  - Romance Languages (Ph.D.) (p. 223)
  - Romance Languages - French (Ph.D.) (p. 204)
  - Romance Languages - Spanish (Ph.D.) (p. 214)

- French Courses
  - FR501 Reading Proficiency I
    - Hours 3
    - Introduction to French grammar and vocabulary, with emphasis on developing basic reading and translation skills.

- FR502 Reading Proficiency II
  - Hours 3
  - Continued study of grammar and vocabulary, with emphasis on further developing reading and translation skills.

- FR511 Research Methodology
  - Hours 3
  - Basic research tools and techniques.

- FR512 Practicum Appl Linguist
  - Hours 3
  - The analysis and various practical applications of selected teaching techniques.

- FR513 Research Methods in French Applied Linguistics
  - Hours 3
  - The goal of this course is to introduce the student to the research process in foreign language studies and second language acquisition, especially in relation to the teaching of French. Emphasis will be on helping the student understand approaches to second language acquisition research, in terms of both quantitative and qualitative approaches and techniques. The student will learn how to submit a proposed research project to the Institutional Review Board for approval. The student will learn to conform to the general organization of a research report, will undertake cognitive and sociocultural approaches to language study, and will critically evaluate published reports representing both quantitative and qualitative research on foreign language learning and language use in journals such as The Modern Language Journal, Applied Linguistics, Language Learning, Foreign Language Annals. The student will design his/her own research procedure based on the development of his/her own research questions in relation to the teaching of French. The student will learn to use data collection instruments, to explore theoretical orientations, and to formulate a detailed data analysis plan.

- FR515 Topics 2nd Lang Acquistn
  - Hours 3
  - Topics vary. Analysis of major issues, theories, research findings and their implications for teaching. Examples: second language reading, classroom language acquisition. May be repeated for credit.

- FR521 Pronunciation & Phonetics
  - Hours 3
  - Introduction to phonetic theory and corrective phonetics aimed at mastery of French pronunciation. Instruction on the articulation of the sounds of French, the phonetic transcription of French, and the correspondence between the sounds of French and its standard orthography. Frequent practice exercises.

- FR531 Francophone Africa
  - Hours 3
  - Prominent themes of the African experience, seen through the eyes of Francophone authors and cinematographers of the Maghreb, sub-Saharan Africa, and the immigration; dialectal and sociolinguistic considerations.
FR532 Francophone Louisiana
Hours 3
The object of this course is to become familiar with the dialects, literatures (oral and written), social histories, and cultures of Francophone Louisiana (the entire former territory, not just the present state) from the inception of the Colonial period (1682) up until the present time. We will be concerned not only with the experiences of European colonizers and their descendants, but also with Native Americans, with people of African origin, and with people of multiethnic identity (Creoles of Color, etc.).

FR533 Top French Culture Civilizatn
Hours 3
Study of French artistic heritage and development of social and political institutions. May be repeated for credit.

FR545 17th Cent French Lit I
Hours 3
17th century French literature.

FR546 17th Cent French Lit II
Hours 3
Verse writings of the 17th century including, but not limited, to the pre-classical poets (such as Saint-Amant and de Vioa) and the dramatic works in verse (such as the plays of Corneille, Molière and Racine).

FR548 18th Cent Philosophe Mvt
Hours 3
Intellectual prose of the Enlightenment. Lectures and discussion.

FR551 19th Century French Novel
Hours 3
Close readings of the novel alongside studies in Romanticism, realism, naturalism, symbolism and decadence. Novelists, works and movements privileged will vary, but generally include combinations of the following: Chateaubriand, Mme de Staël, Stendhal, Balzac, Hugo, Sand, Flaubert, Zola and Huysmans. May be repeated for credit.

FR552 Spec Top 19th Cent French Lit
Hours 3
Readings in poetry, theatre and prose either genre-specific or in combination, generally focusing on the first or latter half of the century in order to consider movements in literary thought. May be repeated for credit.

FR553 20th Cent French Novel
Hours 3
Major novelists of the period and their works. Reading and discussion of complete texts; lectures and reports.

FR554 Special Topics in 20th and 21st Century French Literature
Hours 3
Major trends in 20th and 21st Century French poetry, theater, essays, and history of ideas. Seminar including lectures and reports.
Prerequisite(s): An undergraduate degree, possibly in French, or testing into appropriate level of language competence.

FR555 Quebecois Lit & Culture
Hours 3
A study of the history, culture and literature of Québec and French Canada, with emphasis on the modern period.

FR561 French Linguistics
Hours 3
Linguistics theory applied to the analysis and description of French phonological, morphological, syntactic, and lexical systems. Tendencies of change in contemporary French. Dialect areas.

FR563 French-English Translatn
Hours 3
Study of the problems of translation and of translation strategies addressing them, in connection with relevant theoretical approaches.

FR570 Graduate Seminar
Hours 3
In depth study of French or Francophone literature, linguistics, civilization, or a combination. Emphasis on research and analytic skills. May be repeated for credit.

FR580 Special Topics
Hours 3
Special topics in relation to French or Francophone literature, linguistics, civilization, or a combination. Emphasis on research and analytic skills. May be repeated for credit.

FR590 Direct Readings/Direct Study
Hours 1-9
No description available.

FR598 Non-Thesis Research
Hours 1-6
No description available.

FR599 Thesis Research
Hours 1-9
No description available.

FR643 Poetry Of French Renaissance
Hours 3
Major poets of the Renaissance, with emphasis on Marot, Scève, Louise Labé, du Bellay and Ronsard.

FR670 Graduate Seminar
Hours 3
Graduate seminar with variable topics. May be repeated for credit.

FR680 Special Topics
Hours 1-3
May take the form of either a graduate seminar or individual research, as circumstances warrant. May be repeated for credit when topics vary.

FR699 Dissertation Research
Hours 1-15
No description available.
German Courses

GN 551, GN 552, GN 571, and GN 576 may be repeated for credit when the content varies substantially. A period course (GN 515, GN 520, GN 525, GN 535, or GN 540) may vary in emphasis during different semesters; when this is the case, students may take the course a second time, but credit for the course may be applied only once toward the minimum hours required for the degree.

GN 503 German Read Proficy I
Hours 3
Introduction to German grammar and vocabulary, with emphasis on developing basic reading and translation skills.

GN 504 German Read Proficy II
Hours 3
Continued study of grammar and vocabulary, with emphasis on further developing reading and translation skills.

GN 510 History German Language
Hours 3
The relationship to Indo-European and to the other Germanic dialects; linguistic development from the earliest times to the present.

GN 514 Teaching Methodology
Hours 3
Analysis of basic concepts and practical applications of foreign language teaching and learning.

GN 515 Middle High German
Hours 3
Introduction to the language and literature of the Middle High German period.

GN 518 Historical Linguistics
Hours 3
Advanced introduction to various levels of historical language change. Variety of language used for examples.

GN 520 Renaissance Baroque Lit
Hours 3
Works from the Renaissance (including literature from the Reformation and Humanism) and the Baroque (17th century).

GN 525 Literature Age Of Goethe
Hours 3
Includes the German Enlightenment, Sturm und Drang, Weimar Classicism, and the Romantic movement.

GN 535 Lit Early Twentieth Cent
Hours 3
Includes the Jahrhundertwende, Expressionism, Neue Sachlichkeit, Exilliteratur, and literature of the Third Reich.

GN 540 Literature after 1945
Hours 3
The course covers German literature, film and culture after World War II. It has a focus on contemporary German Literature following the fall of the Berlin Wall and German unification in 1990.

Prerequisite(s): None

GN 551 Spec Prob Direct Readings
Hours 1-3
No description available

GN 552 Spec Prob Direct Readings
Hours 1-3
Special topics chosen by students in conference with the instructor.

GN 571 Selected Authors
Hours 3
Students will normally give reports and write at least one research paper.

GN 576 Sem On A Literary Theme
Hours 3
Students will normally give reports and write at least one research paper.

GN 599 Thesis Research
Hours 3-6
No description available

Romance Languages Courses

RL 513 Research Methods in Applied Linguistics
Hours 3
The goal of this course is to introduce the student to the research process in foreign language studies and second language acquisition. Emphasis will be on helping the student understand approaches to second language acquisition research, in terms of both quantitative and qualitative approaches and techniques. The student will learn how to submit a proposed research project to the Institutional Review Board for approval. The student will learn to conform to the general organization of a research report, will undertake cognitive and sociocultural approaches to language study, and will critically evaluate published reports representing both quantitative and qualitative research on foreign language learning and language use in journals such as The Modern Language Journal, Applied Linguistics, Language Learning, Foreign Language Annals. The student will design his/her own research procedure based on the development of his/her own research questions. The student will learn to use data collection instruments, to explore theoretical orientations, and to formulate a detailed data analysis plan. The course if repeatable for credit when curriculum varies.

RL 518 Historical Linguistics
Hours 3
Advanced introduction to various levels of historical language change. Variety of language families used for examples.
RL523 Quantitative Methods in Linguistics Research  
Hours 3  
In this course students are introduced to statistical methods that are commonly used in quantitative linguistics research, with examples drawn from a variety of languages and dialects. In doing so, they will gain an understanding of the types of computations involved, as well as a familiarity with some of the software currently used in statistical analysis. Students will also gain experience in how to interpret and explain statistical findings in relation to data sets. The goals of this course are to prepare students to be conversant in basic statistical methods in order to understand published research findings in linguistics, to discuss research design with statistical consultants, and to conduct their own field research projects, targeting any language or dialect, according to common data collection techniques. The course is not repeatable for credit when curriculum varies.

RL557 Critical Theory  
Hours 3  
Study and critical application of literary theory.

RL570 Graduate Seminar  
Hours 3  
Topics may be in literature, linguistics, civilization, or a combination. Topics may pertain solely to one or more of the Romance Languages or to an array of languages including one or more of the Romance Languages. May be repeated for credit.

RL580 Special Topics  
Hours 3  
Topics may be in literature, linguistics, civilization, or a combination. Topics may pertain solely to one or more of the Romance Languages or to an array of languages including one or more of the Romance Languages. May be repeated for credit.

RL598 Non-thesis Research  
Hours 1-12  
Non-thesis research.

RL599 Thesis Research  
Hours 1-12  
Thesis research.

RL680 Special Topics  
Hours 3  
Topics may be interdisciplinary or language-specific. Topics may include literature, linguistics, culture or a combination. A special topics course in Italian or Italian studies is offered on occasion. May be repeated for credit.

RL699 Dissertation Research  
Hours 1-15  
Dissertation research.

Spanish Courses

SP502 Pract Appl Linguistics  
Hours 3  
In-depth analysis of fundamental concepts in foreign language learning and teaching. Topics include grammar and vocabulary acquisition, classroom discourse, reading and listening comprehension, writing and principles of language testing.

SP503 Read Proficiency Spanish  
Hours 3  
Introduction to Spanish grammar and vocabulary, with emphasis on developing basic reading and translation skills.

SP504 Read Proficiency Spanish  
Hours 3  
Continued study of grammar and vocabulary, with emphasis on further developing reading and translation skills.

SP515 Span Amer Colonial Texts  
Hours 3  
In-depth study of texts from the colonial period, with emphasis on colonialism and the role of writing in colonization and decolonization. Readings may vary. May be repeated for credit when the content varies substantially.

SP516 19th C Span Amer Lit I  
Hours 3  
In-depth study of major literary works of the period, with emphasis on Romanticism, social Romanticism, and Romantic realism. Readings may vary. May be repeated for credit.

SP519 Contemporary Spanish American Poetry  
Hours 3  
This course offers a critical approach to an extensive corpus of XX/XXI century Latin American poetry. The objective of this selection is the exploration of the aesthetic norms in poetry, their social function, and their transgression by poets in different historical periods. For this reason, in this course poetry is approached from two interconnected perspectives: one with emphasis in the performative aspect of the poem as a linguistic construction, and another with a focus on the imaginary configurations built in/by the poem. Here the concept “imaginary” is key to identify the authors’ marks in their works. In this sense, although the connections between the Latin American poetry with the literary European movements are important, the paradigm for this class aims to be more eclectic and less ethnocentric by incorporating the different cultural/linguistic dimension that could enter in the “imaginary” of a poet/poem. Besides readings of Bajtin, Castoriadis, Agamben, Said, Deleuze, and Virno about the literary genres and the problem of the imaginary, the course aims to incorporate the pre-columbian cosmovisions that are present in the problem of the imaginary through the readings of Lienhard, Colombres, and other literary critics who have worked on the current indigenous poetry in Latin America.

SP521 19 Cent Spanish Prose  
Hours 3  
Reading and discussion of complete texts representative of the literary movements of the period; lectures and reports.
SP523 Quantitative Methods in Hispanic Linguistics Research
Hours 3
In this course students are introduced to statistical methods that are commonly used in quantitative linguistics research, including Hispanic linguistics. In doing so, they will gain an understanding of the types of computations involved, as well as a familiarity with some of the software currently used in statistical analysis. Students will also gain experience in how to interpret and explain statistical findings in relation to data sets. The goals of this course are to prepare students to be conversant in basic statistical methods in order to understand published research findings in linguistics, to discuss research design with statistical consultants, and to conduct their own field research projects focusing on Hispanic linguistics according to common data collection techniques. The course if repeatable for credit when curriculum varies.

SP526 20th C Span Novel Post Civil W
Hours 3
Reading and discussion of texts representative of the literary movements of the period. Lectures, discussions, and reports. May be repeated for credit.

SP527 Spanish Women Authors
Hours 3
A selection of short stories, novels, plays, films, and poems by 20th/21st-century Spanish women writers, artists and filmmakers. Repeatable for credit when subject matter varies.

SP528 Historical Memory in Spain
Hours 3
In-depth study of the relationship between history, memory, fiction and identity in Spain. This seminar will explore the reconstruction of the Spanish Civil War and dictatorship as depicted in literature and film.

SP530 Seminar in Contemporary Iberian Culture
Hours 3
Topics will include: National Identity, Immigration, Social Changes, Economic Crisis and Family Dynamics. May be repeated for credit when topics vary.

SP538 Spanish American Short Story
Hours 3
This course offers a critical approach to an extensive corpus of representative texts belonging to the Latin American short story genre. It seeks to provide a theoretical model that understands central aspects of the genre within the context of the formation of national States, for which literature, and literary genres and movements (Romanticism, Realism, and Naturalism) become agents for social change. Repeatable for credit when topics vary.

Prerequisite(s): This course is needed to fill out offerings in the area of Latin American literature.

SP556 Intro Spanish Linguistics
Hours 3
Linguistic theory applied to the analysis of the Spanish language. Topics include phonology, morphology, syntax, semantics, and language change and variation.

SP570 Special Topics in Spanish Linguistics
Hours 3
Students are to examine various topics related to Spanish linguistics. Specific topics may be primarily theoretical, applied or descriptive in nature, or a combination, and may be narrowly focused or may pertain to a wide variety of dialects. Weekly in-class discussions based on readings and other assigned activities prepare students for the final project, which is typically both oral and written and which involves the application of the various theoretical, critical and methodological approaches acquired in the seminar.

SP580 Graduate Seminar in Spanish Linguistics
Hours 3
Students are to examine various topics related to Spanish linguistics, theoretical or applied. Weekly in-class discussions based on readings and other assigned activities prepare students for the final project, which is typically both oral and written and which involves the application of the various theoretical, critical and methodological approaches acquired in the seminar.

SP584 Phonetics And Dialectology
Hours 3
Detailed examination of Spanish phonetics including dialectal variations.

SP585 History of the Spanish Language
Hours 3
This course provides students with an examination of the evolution of Spanish from Latin to modern Spanish. Both internal and external factors will be addressed, including sound change, word formation, syntax and vocabulary, as well as influence from other languages. In doing so, students will be able to observe how variation in earlier forms of Spanish has led to the creation of different dialects found in modern Spanish. Students will also have the opportunity to analyze medieval and classical Spanish texts in order to trace the development of Spanish along different levels of linguistic analysis. The role of orthography at the various stages of evolution will also be addressed. Taught in Spanish.

SP590 Open Topics
Hours 3
Special topics courses, with variable subject matter, relating to any area of Spanish language, literature, culture or linguistics/ Repeatable for credit because topics vary.

SP591 Cervantes
Hours 3
Works of Cervantes.

SP593 16th C Peninsular Lit
Hours 3
Reading and discussion of selected works of the period.

SP594 17th C Peninsular Lit
Hours 3
Reading and discussion of selected works of the period.
SP598 Non-Thesis Research
Hours 1-6
No description available

SP599 Thesis Research
Hours 1-9
No description available

SP600 Research/Directed Reading
Hours 1-6
May take the form of either a graduate seminar or individual research, as circumstances warrant.

SP689 Sem Spanish-American Lit
Hours 3
No description available

SP690 Graduate Seminar
Hours 3
No description available

SP699 Dissertation Research
Hours 1-15
No description available

Faculty

Chair
Douglas Lightfoot

Graduate Program Director
Michael Picone

Professors
Fox, Thomas A.
Picone, Michael D.
Schnepf, Michael A.
Summers, Kirk
Zupancic, Metka

Associate professors
Cipria, Alicia
Corbalán, Ana
Drozd, Andrew M.
Edmunds, Bruce T.
Janiga-Perkins, Constance
Lazda-Cazers, Rasma
Lightfoot, Douglas
Mayer, Carmen
Moody, Sarah
Robin, Jean Luc
Rodeño, Ignacio F.
Tsakiropoulou-Summers, Tatiana
Worden, Bill

Assistant professors
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Elnaili, Safa
Goethals, Jessica
Koronkiewicz, Bryan
Monette, Marie-Eve
Montalbano, Alessandra
O'Rourke, Erin
Range, Regina
Renigar, Paul
Romanelli, Claudia
Shannon, Kelly

German, MA

Admission Requirements

General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. Applicants to any German concentration are not required to submit an entrance exam score. However, applicants to all programs who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even when it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

For students with deficiencies in undergraduate preparation, admission may be contingent upon completion of designated undergraduate requirements. In particular, all three tracks of the master of arts program in German, as described below, presuppose completion of an undergraduate survey of German literature or a survey of German culture/civilization that includes a substantial literary component. Students lacking this requirement who are nevertheless admitted to the German master of arts program must make up this course concurrent with their other coursework.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree. See the Admission Criteria section of this catalog for more information.

Degree Requirements

The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options. General information is in the Degree Requirements section of this catalog.
The following descriptions of requirements pertain to the three concentrations of the German MA program.

German literature
Plan I (24 hours of coursework and a thesis) or Plan II (30 hours of coursework, no thesis). In addition to German literature courses, students must take GN 510 History German Language and 3 hours of Middle High German. With the approval of the German graduate advisor, 6 hours of graduate work in a related field may be applied to the degree.

Germanic philology
Plan I (24 hours of coursework and a thesis) or Plan II (30 hours of coursework, no thesis). In addition to philology courses, students must take 6 hours of German literature. With the approval of the German graduate advisor, 9 hours of graduate work in a related field may be applied to the degree. The concentration and courses in Germanic philology are offered subject to availability of qualified faculty.

German studies
Plan I (24 hours of coursework and a thesis) or Plan II (30 hours of coursework, no thesis). Students must take 15 hours of German literature/culture and philology courses, 3 hours in German history, and one 3-hour interdisciplinary seminar. With the approval of the German graduate advisor, 9 hours of graduate work in a related field may be applied to the degree.

Regardless of concentration, all graduate teaching assistants must enroll in the teaching practicum, currently offered under GN 551 Spec Prob Direct Readings/GN 552 Spec Prob Direct Readings. Upon completing coursework for any of the three concentrations in German, a student must pass a comprehensive examination based on the coursework and on a pre-established reading list. For information regarding the examination, please contact the German graduate advisor.

A student who chooses to write a thesis must enroll for six hours of GN 599 Thesis Research with the appropriate thesis director and will defend the thesis orally.

Master’s Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.
Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format
Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

• a written and/or oral examination based on the content of the degree program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from previous courses;
• a research paper, a “policy and practice” paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Romance Languages - French, MA
Admission Requirements
General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. All applicants to graduate degree programs in the Department of Modern Languages and Classics must submit a writing sample in support of the application. Applicants to any French or Spanish track must also submit an entrance exam score, either the Graduate Record Exam or the Miller Analogies Test, unless the applicant has already earned a graduate degree or has accumulated five or more years of professional experience in an appropriate discipline. Applicants to any German concentration are not required to submit an entrance exam score. However, applicants to all programs who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even when it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

For students with deficiencies in undergraduate preparation, admission may be contingent upon completion of designated undergraduate requirements

Qualified students who are holders of an appropriate undergraduate degree may be admitted directly to the doctoral program in Romance languages. However, in such circumstances completion of all requirements for the appropriate master of arts program, including comprehensive testing and subsequent awarding of the master of arts degree, will be a prerequisite for completion of the doctoral degree.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options. General information is in the Degree Requirements section of this catalog.

The following descriptions of requirements pertain to the various tracks of the French Option of the master of arts in Romance languages. For information pertaining to the Romance Languages Option (combining French and Spanish), return to the menu and click on the appropriate link.

Candidates enrolling in the French Option must designate a curriculum: either the standard track (primarily literary in focus) or the applied linguistics track. Both tracks have thesis and nonthesis versions. Regardless of the option or track, all new graduate teaching assistants must enroll for the Practicum in Applied Linguistics (either FR 512 Practicum Appl Linguist or SP 502 Pract Appl Linguistics).

All tracks include a comprehensive exam. However, the configuration of the exam is specific to each track, as indicated below. All nonthesis tracks include a core of five courses in the five areas listed below:

• Teaching Practicum/Topics in Linguistics
• Proseminar: Research Methodology/Critical Theory
• Topics in Culture and Civilization
• Graduate Seminar
• Special Topics/Directed Readings

French Option, standard track with thesis (Plan I)
Curriculum requirements: 27 hours of coursework and a thesis, including at least one course in five of the following six fields:

• Medieval and Renaissance
• Early modern (17th and 18th centuries)
• 19th century
• 20th and 21st centuries
• Francophone and French studies
• French linguistics

The Romance languages core requirements do not apply to thesis tracks. However, the curriculum must include a course in critical theory. Students must pass a comprehensive examination based on their coursework in the five fields of study. However, for the written component of the exam, students may be exempted from examination in a maximum of two fields (and earn an automatic "pass" in those fields) in three ways: first, by writing a thesis in the field; second, by writing a research paper in the field and presenting it at a professional conference; or third, by satisfactorily completing two courses in the field, earning a grade of "A" or "B." Success on the written component precedes the oral component of the exam, which involves generating an oral presentation on a topic indicated in advance. Six hours of FR 599
Thesis Research with the thesis director are required beyond the 27 hours of coursework.

**French Option, applied linguistics track with thesis (Plan I)**

Curriculum requirements: 30 hours of coursework and a thesis. In addition to the thesis, the applied linguistics track involves three components: language, linguistics, and applied linguistics. The language component consists of 15 hours of course credit in French language, literature, and/or culture.

**Linguistics Component**
- FR 561 French Linguistics 3

**Applied Linguistics Component**
- FR 512 Practicum Appl Linguist 3
- Select three of the following: 9
  - FR 513 Research Methods in French Applied Linguistics
  - FR 515 Topics 2nd Lang Acquisition
  - RL 523 Quantitative Methods in Linguistics Research

**Total Hours** 15

The Romance languages core requirements do not apply to thesis tracks. However, the curriculum must include a course in research methodology. Degree requirements include success on a comprehensive examination, which is based on the coursework. From the selection of questions provided, the candidate must generate six written answers (two pertaining to applied linguistics, one pertaining to French linguistics, and three pertaining to electives). Six hours of FR 599 with the thesis director are required beyond the 30 hours of coursework.

**French Option, standard track without thesis (Plan II)**

Curriculum requirements: 33 hours of coursework, including at least one course in five of the following six fields:
- Medieval and Renaissance
- Early modern (17th and 18th centuries)
- 19th century
- 20th and 21st centuries
- Francophone and French studies
- French linguistics

Appropriate courses taken in these fields will simultaneously fulfill the Romance languages core requirements listed above. The curriculum must include a course in critical theory. Students must pass a comprehensive examination based on their coursework in the five fields of study. However, for the written component of the exam, students may be exempted from examination in a maximum of two fields (and earn an automatic "pass" in those fields) in two ways: either by writing a research paper in the field and presenting it at a professional conference or by satisfactorily completing two courses in the field, earning a grade of "A" or "B." Success on the written component precedes the oral component of the exam, which involves generating an oral presentation on a topic indicated in advance.

**French Option, applied linguistics track without thesis (Plan II)**

Curriculum requirements: 36 hours of coursework. The applied linguistics track involves three components: language, linguistics, and applied linguistics. The language component consists of 21 hours of course credit in French language, literature, and/or culture. The linguistics component is comprised of a 3-hour descriptive linguistics course (FR 561 French Linguistics). The applied linguistics component consists of 12 hours of coursework in second language acquisition pedagogy and research:

**Linguistics Component**
- FR 561 French Linguistics 3

**Applied Linguistics Component**
- FR 512 Practicum Appl Linguist 3
- Select three of the following: 9
  - FR 513 Research Methods in French Applied Linguistics
  - FR 515 Topics 2nd Lang Acquisition
  - RL 523 Quantitative Methods in Linguistics Research
- other approved courses

**Total Hours** 15

Based on the advice of the graduate advisor, appropriate courses taken in these components will simultaneously fulfill the Romance languages core requirements listed above. The curriculum must include a course in research methodology. Degree requirements include success on a comprehensive examination, which is based on the coursework. From the selection of questions provided, the candidate must generate six written answers (two pertaining to applied linguistics, one pertaining to French linguistics, and three pertaining to electives)

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the student failed to achieve a “B” average on all graduate work attempted. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

Journal Format.
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry, the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.
As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Romance Languages - French, Ph.D.
Admission Requirements
General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. Applicants to any French or Spanish track must also submit an entrance exam score, either the Graduate Record Exam or the Miller Analogies Test, unless the applicant has already earned a graduate degree or has accumulated five or more years of professional experience in an appropriate discipline. However, applicants to all programs who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even when it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

Qualified students who are holders of an appropriate undergraduate degree may be admitted directly to the doctoral program in Romance languages. However, in such circumstances completion of all requirements for the appropriate master of arts program, including comprehensive testing and subsequent awarding of the master of arts degree, will be a prerequisite for completion of the doctoral degree.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options. General information is in the Degree Requirements section of this catalog.

The following description of requirements pertains to all doctoral programs involving French.
In addition to the program-specific requirements presented below, all doctoral candidates, regardless of the option selected, must adhere to the following.

The minimal formal coursework required for the doctoral degree is 60 semester hours, which may include up to 30 hours of transferred credits earned at another institution. Appropriate MA hours earned at The University of Alabama can also count toward the total required accumulation of hours. Students who have completed a master's thesis need accumulate only 54 hours of coursework. Once all coursework is completed, an additional 24 hours of Dissertation Research (FR 699 Dissertation Research, SP 699 Dissertation Research or RL 699 Dissertation Research) with the dissertation director(s) are required. All doctoral candidates must possess reading knowledge of one language in addition to English, their native language, and their language of specialization.

All doctoral candidates must be careful to fulfill the residency requirement and to abide by the specified time limits (7 years from admission semester; 8 years from admission semester if entering directly from BA) specified in the Degree Requirements of this catalog. Once enrolled, all doctoral candidates must submit a Plan of Study to the Office of the Graduate School and abide by all other policies of the Graduate School. The student's Plan of Study for the PhD degree must be approved by the department and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work.

All options of the Doctor of Philosophy in Romance Languages share the same qualifying exam format. This format begins with the creation of a "pre-prospectus" by the candidate, in consultation with the likely eventual dissertation director, followed by take-home questions from a committee of examiners with whom the candidate has had coursework or who have appropriate expertise (the questions may pertain to the coursework or the pre-prospectus, according to the discretion of each examiner), leading directly to the creation of the prospectus as the final product, assuming a successful outcome. The prospectus is then submitted to the prospective dissertation committee for approval.

Regardless of the option, all new graduate teaching assistants must enroll for the appropriate teaching practicum, either FR 512 Practicum Appl Linguist or SP 502 Pract Appl Linguistics.

Candidates interested in a linguistics-oriented curriculum should direct their attention to the Romance Languages Option.

French Option
The curriculum is centered on French, though up to 12 hours of coursework in a related discipline is admissible. All new graduate teaching assistants must take FR 512 Practicum Appl Linguist. All candidates must take at least one course from four of the following fields (above and beyond the hours earned for the MA):

- Medieval and Renaissance
- Early modern (17th and 18th centuries)
- 19th century
- 20th and 21st centuries
- Francophone and French studies
- French linguistics

A course in literary theory is also required. Additional coursework will normally be geared toward the anticipated area of specialization for the dissertation. At the conclusion of the coursework, a qualifying examination and the approval of a prospectus outlining the proposed research topic must take place before work on the dissertation can begin.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).
Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student
meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time
limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.
Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared based on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the <em>completed</em> electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see "USCIS" section under "Minimum Hours—Other Policies and Regulatory Bodies" on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
• Finance
• Geological Sciences
• Health Education and Promotion
• Management
• Management Science
• Marketing
• Mechanical Engineering
• Metallurgical and Materials Engineering
• Physics
• Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

• In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
• connecting language to bridge each study to the next; and
• a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Romance Languages - Spanish, MA
Admission Requirements
General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. All applicants to graduate degree programs in the Department of Modern Languages and Classics must submit a writing sample in support of the application. Applicants to any French or Spanish track must also submit an entrance exam score, either the Graduate Record Exam or the Miller Analogies Test, unless the applicant has already successfully completed a graduate degree or has accumulated a minimum of five years of professional experience in an appropriate discipline. Applicants to any German concentration are not required to submit an entrance exam score. However, regardless of the program, all applicants who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even if it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

For students with deficiencies in undergraduate preparation, admission may be contingent upon completion of designated undergraduate requirements.
Qualified students who are holders of an appropriate undergraduate degree may be admitted directly to the doctoral program in Romance languages. However, in such circumstances completion of all requirements for the appropriate master of arts program, including comprehensive testing and subsequent awarding of the master of arts degree, will be a prerequisite for completion of the doctoral degree.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options. General information is in the Degree Requirements section of this catalog.

The following descriptions of requirements pertain to the various tracks of the Spanish Option of the master of arts in Romance languages. For information pertaining to the Romance Languages Option (combining Spanish and French), return to the menu and click on the appropriate link.

Candidates enrolling in the Spanish Option must designate a curriculum: either the standard track (primarily literary in focus) or the applied linguistics track. Both tracks have thesis and nonthesis versions. Regardless of the option or track, all new graduate teaching assistants must enroll for the Practicum in Applied Linguistics (either SP 502 Pract Appl Linguistics or FR 512 Practicum Appl Linguist).

All tracks include a comprehensive exam. However, the configuration of the exam is specific to each track, as indicated below. All nonthesis tracks of the master of arts in Romance languages include a core of five courses in the five areas listed below:

- Teaching Practicum/Topics in Linguistics
- Proseminar: Research Methodology/Critical Theory
- Topics in Culture and Civilization
- Graduate Seminar
- Special Topics/Directed Readings

**Spanish Option, Hispanic literature track with thesis (Plan I)**

Curriculum requirements: 24 hours of coursework and a thesis, including at least one course in each of the following eight fields (courses in transatlantic studies can count as either modern peninsular or Latin American):

- Golden Age
- 19th-century peninsular
- 20th- and 21st-century peninsular
- Colonial Latin America
- 19th-century Latin America
- 20th- and 21st-century Latin America
- US Latino studies
- Hispanic linguistics

The Romance languages core requirements do not apply to thesis tracks. However, the curriculum must include either a course in critical theory or a literature course designated as theory enriched. In consultation with the Spanish graduate advisor, each student must also select a special area of interest in Hispanic literature in order to write the thesis. Degree requirements include success on the written comprehensive examination. No oral component is required. The six-part written examination will be based both on coursework and a reading list in each area. Students are required to take exams in the following areas: either three Peninsular areas (of the student’s choosing) and two Latin American areas (of the student’s choosing) or vice versa, and one area of linguistics. From the selection of questions provided, the candidate must generate six written answers. Six hours of SP 599 Thesis Research with the thesis director are required beyond the 24 hours of coursework. It is the student’s responsibility to keep syllabi from each course on file for reference.

**Spanish Option, applied linguistics track with thesis (Plan I)**

Curriculum requirements: 30 hours of coursework and a thesis. In addition to the thesis, the applied linguistics track involves three components: language, linguistics, and applied linguistics. The language component consists of 15 hours of course credit in Spanish language, literature, and culture (a minimum of 6 hours must be in peninsular literature and 6 hours in Latin-American literature).

**Linguistics Component**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>SP 556</td>
<td>Intro Spanish Linguistics</td>
<td>3</td>
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**Applied Linguistics Component**

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<thead>
<tr>
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<th>Hours</th>
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<tbody>
<tr>
<td>SP 502</td>
<td>Pract Appl Linguistics</td>
<td>3</td>
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<tr>
<td>Select three of the following:</td>
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<td>9</td>
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<tr>
<td>SP 523</td>
<td>Quantitative Methods in Hispanic Linguistics</td>
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<tr>
<td>SP 581</td>
<td>Topics 2nd Lang Acquistn</td>
<td></td>
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<tr>
<td>RL 513</td>
<td>Research Methods in Applied Linguistics</td>
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<tr>
<td>other approved courses</td>
<td></td>
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</tbody>
</table>

Total Hours 15

The Romance languages core requirements do not apply to thesis tracks. However, the curriculum must include a course in research methodology. Degree requirements include success on a comprehensive examination, which is based on the coursework. From the selection of questions provided, the candidate must generate six written answers (two pertaining to applied linguistics, one pertaining to Spanish linguistics, one pertaining to peninsular literature, one pertaining to Latin American literature, and one pertaining to an elective). Six hours of SP 599 with the thesis director are required beyond the 30 hours of coursework.

**Spanish Option, Hispanic literature track without thesis (Plan II)**

Curriculum requirements: 30 hours of coursework, including one course in each of the following areas, and two courses in Hispanic linguistics (courses in transatlantic studies can count as either modern peninsular or Latin American):

- Golden Age
- 19th-century peninsular
- 20th- and 21st-century peninsular
- Colonial Latin America
- 19th-century Latin America
• 20th- and 21st-century Latin America
• US Latino studies

It is mandatory to earn 27 credits within the Spanish program. Optionally, three credits may be earned outside the Spanish program. Based on the advice of the graduate advisor, appropriate courses taken in these components will simultaneously fulfill the Romance languages core requirements listed above. The curriculum must include a course in research methodology. Degree requirements include success on a comprehensive examination. No oral component is required. The six-part written examination will be based both on coursework and a reading list in each area. Students are required to take exams in the following areas: either three Peninsular areas (of the student’s choosing) and two Latin American areas (of the student’s choosing) or vice versa, and one area of linguistics. From the selection of questions provided, the candidate must generate six written answers. It is the student’s responsibility to keep syllabi from each course on file for reference.

**Spanish Option, applied linguistics track without thesis (Plan II)**

Curriculum requirements: 36 hours of coursework. The applied linguistics track involves three components: language, linguistics, and applied linguistics. The language component consists of 21 hours of course credit in Spanish language, literature, and culture (a minimum of 6 hours must be in peninsular literature and 6 hours in Latin-American literature).

**Linguistics Component**

- SP 556 Intro Spanish Linguistics 3

**Applied Linguistics Component**

- SP 520 Pract Appl Linguistics 3
- SP 521 Quantitative Methods in Hispanic Linguistics 9
- SP 581 Topics 2nd Lang Acquistn
- RL 513 Research Methods in Applied Linguistics
- other approved courses

**Total Hours** 15

Based on the advice of the graduate advisor, appropriate courses taken in these components will simultaneously fulfill the Romance languages core requirements listed above. The curriculum must include a course in research methodology. Degree requirements include success on a comprehensive examination, which is based on the coursework. From the selection of questions provided, the candidate must generate six written answers (two pertaining to applied linguistics, one pertaining to Spanish linguistics, one pertaining to peninsular literature, one pertaining to Latin American literature, and one pertaining to an elective).

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found on their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.
With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

Journal Format.
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:
• a written and/or oral examination based on the content of the degree program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from previous courses;
• a research paper, a "policy and practice" paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Romance Languages - Spanish, Ph.D.
Admission Requirements
General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. Applicants to any French or Spanish track must also submit an entrance exam score, either the Graduate Record Exam or the Miller Analogies Test, unless the applicant has already earned a graduate degree or has accumulated five or more years of professional experience in an appropriate discipline. However, applicants to all programs who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even when it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

Qualified students who are holders of an appropriate undergraduate degree may be admitted directly to the doctoral program in Romance languages. However, in such circumstances completion of all requirements for the appropriate master of arts program, including comprehensive testing and subsequent awarding of the master of arts degree, will be a prerequisite for completion of the doctoral degree.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options (see below). General information is in the Degree Requirements section of this catalog.

The following description of requirements pertains to all doctoral programs involving Spanish.

In addition to the program-specific requirements presented below, all doctoral candidates, regardless of the option selected, must adhere to the following.

The minimal formal coursework required is 60 semester hours, which may include up to 30 hours of transferred credits earned at another institution. Appropriate MA hours earned at The University of Alabama can also count toward the total required accumulation of hours. Students who have completed a master’s thesis need accumulate only 54 hours of coursework. Once all coursework is completed, an additional 24 hours of Dissertation Research (FR 699 Dissertation Research, SP 699 Dissertation Research or RL 699 Dissertation Research) with the dissertation director(s) are required. All doctoral candidates must possess reading knowledge of one language in addition to English, their native language, and their language of specialization.

All doctoral candidates must be careful to fulfill the residency requirement and to abide by the specified time limits (7 years from admission semester; 8 years from admission semester if entering directly from BA) specified in the Degree Requirements of this catalog. Once enrolled, all doctoral candidates must submit a Plan of Study to the Office of the Graduate School and abide by all other policies of the Graduate School. The student’s Plan of Study for the PhD degree must be approved by the department and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work.

All options of the Doctor of Philosophy in Romance Languages share the same qualifying exam format. This format begins with the creation of a "pre-prospectus" by the candidate, in consultation with the likely eventual dissertation director, followed by take-home questions from a committee of examiners with whom the candidate has had coursework or who have appropriate expertise (the questions may pertain to the coursework or the pre-prospectus, according to the discretion of each examiner), leading directly to the creation of the prospectus as the final product, assuming a successful outcome. The prospectus is then submitted to the prospective dissertation committee for approval.

Regardless of the option, all new graduate teaching assistants must enroll for the appropriate teaching practicum, either FR 512 Practicum Appl Linguist or SP 502 Pract Appl Linguistics.
Candidates interested in a linguistics-oriented curriculum should direct their attention to the Romance Languages Option.

Spanish Option
The curriculum is centered on Spanish, though up to 12 hours of coursework in a related discipline is admissible. All new graduate teaching assistants must take SP 502 Pract Appl Linguistics. All candidates must take at least one course from four of the following fields (above and beyond the hours earned for the MA):

- 16th-17th century peninsular (Golden Age)
- 19th-century peninsular
- 20th- and 21st-century peninsular
- Colonial Latin American
- 19th-century Latin American
- 20th- and 21st-century Latin American
- US Latino studies
- Transatlantic studies

A course in literary theory is also required. Additional coursework will normally be geared toward the anticipated area of specialization for the dissertation. At the conclusion of the coursework, a qualifying examination and the approval of a prospectus outlining the proposed research topic must take place before work on the dissertation can begin.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.
Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog)

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.
Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/Chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to “opt in” to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student describes the compelling circumstances,
- briefly describes the current status of the dissertation, then
- includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.
**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semesters. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

**Dissertation Proposal**

The dissertation proposal aims to show the appropriateness, manageability and significance of the proposed research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via
interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

**Final-Semester Dissertation (699) Minimum Registration Hours**

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

**Article-Style Dissertations**

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate
School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Romance Languages, MA
Admission Requirements
General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. All applicants to graduate degree programs in the Department of Modern Languages and Classics must submit a writing sample in support of the application. Applicants to any French or Spanish track must also submit an entrance exam score, either the Graduate Record Exam or the Miller Analogies Test, unless the applicant has already successfully completed a graduate degree or has accumulated a minimum of five years of professional experience in an appropriate discipline. Applicants to any German concentration are not required to submit an entrance exam score. However, regardless of the program, all applicants who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even if it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

For students with deficiencies in undergraduate preparation, admission may be contingent upon completion of designated undergraduate requirements.

Qualified students who are holders of an appropriate undergraduate degree may be admitted directly to the doctoral program in Romance languages. However, in such circumstances completion of all requirements for the appropriate master of arts program, including comprehensive testing and subsequent awarding of the master of arts degree, will be a prerequisite for completion of the doctoral degree.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options. General information is in the Degree Requirements section of this catalog.

The following descriptions of requirements pertain only to the Romance Languages Option (combining French and Spanish) of the Master of Arts in Romance Languages. For the French Option or the Spanish Option of the Master of Arts in Romance Languages, return to the menu and click on the appropriate link.

The Romance Languages Option (combining French and Spanish) has a thesis track and a nonthesis track. Regardless of the option or track, all new graduate teaching assistants must enroll for the Practicum in Applied Linguistics (either FR 512 Practicum Appl Linguist or SP 502 Pract Appl Linguistics).

All tracks include a comprehensive exam. However, the configuration of the exam is specific to each track, as indicated below.
All nonthesis options and tracks of the master of arts in Romance languages incorporate a core of five courses in the five areas listed below:

- Teaching Practicum/Topics in Linguistics
- Proseminar: Research Methodology/Critical Theory
- Topics in Culture and Civilization
- Graduate Seminar
- Special Topics/Directed Readings

**Romance Languages Option (combining French and Spanish), without thesis (Plan II)**

Curriculum requirements: 30 - 36 hours of coursework. The curriculum requires study of French and Spanish, one as the major and one as the minor. The major includes a minimum of 18 hours. The minor includes a minimum of 12 hours. More than the minimum is recommended for both the major and the minor. The selection of courses is unconstrained (there are no required fields), except for the following: if the overall focus is literary, the candidate must take a course in critical theory; if the overall focus is linguistic, the candidate must take a course in research methodology; if the candidate is a Graduate Teaching Assistant in either French or Spanish, then the candidate must accumulate no fewer than 18 credit hours in the respective language during the first two semesters of enrollment and must enroll in the appropriate Practicum in Applied Linguistics (either FR 512 or SP 502). Graduate courses in Italian studies are available on occasion (see the RL prefix in course listings). Based on the advice of the graduate advisor, the appropriate courses taken will fulfill the Romance languages core requirements listed above. Degree requirements include success on a comprehensive examination, which is based on the coursework. From the selection of questions provided, the candidate must generate six written answers (four pertaining to the major and two pertaining to the minor; however, if the candidate has 18 or more hours in both French and Spanish, then the candidate will generate three written answers for each).

**Romance Languages Option (combining French and Spanish), with thesis (Plan I)**

Curriculum requirements: 24 - 30 hours of coursework and a thesis. The curriculum requires study of French and Spanish, one as the major and one as the minor. The major includes a minimum of 18 hours. The minor includes a minimum of 12 hours. More than the minimum is recommended for both the major and the minor. The selection of courses is unconstrained (there are no required fields), except for the following: if the overall focus is literary, the candidate must take a course in critical theory; if the overall focus is linguistic, the candidate must take a course in research methodology; if the candidate is a Graduate Teaching Assistant in either French or Spanish, then the candidate must accumulate no fewer than 18 credit hours in the respective language during the first two semesters of enrollment and must enroll in the appropriate Practicum in Applied Linguistics (either FR 512 or SP 502). Graduate courses in Italian studies are available on occasion (see the RL prefix in course listings). Degree requirements include success on written and oral comprehensive examinations. All examinations are based on the coursework. From the selection of questions provided, the candidate must generate six written answers (four pertaining to the major and two pertaining to the minor; however, if the candidate has 18 or more hours in both French and Spanish, then the candidate will generate three written answers for each). Six hours of Thesis Research (FR 599 Thesis Research, SP 599 Thesis Research or RL 599 Thesis research) with the thesis director(s) are required beyond the coursework.

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

- **Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

- **Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field. In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.
In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, "article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis” to be presented for a master’s degree.

Journal Format.

A "journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s "information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.
Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Romance Languages, Ph.D.
Admission Requirements
General requirements for admission to the Graduate School are set forth in the Admission Criteria section of this catalog. Applicants to any French or Spanish track must also submit an entrance exam score, either the Graduate Record Exam or the Miller Analogies Test, unless the applicant has already earned a graduate degree or has accumulated five or more years of professional experience in an appropriate discipline. However, applicants to all programs who want to position themselves for possible consideration for additional financial support in the form of an enhanced assistantship or fellowship should submit an entrance exam score, even when it is not required for admission. Applications for both full-time and part-time status are welcome. All applicants seeking full-time student status are considered for financial support in the form of a Graduate Teaching Assistantship.

Qualified students who are holders of an appropriate undergraduate degree may be admitted directly to the doctoral program in Romance languages. However, in such circumstances completion of all requirements for the appropriate master of arts program, including comprehensive testing and subsequent awarding of the master of arts degree, will be a prerequisite for completion of the doctoral degree.

Qualified students can seek dual admission to the School of Law and to any master of arts program offered in the Department of Modern Languages and Classics. If admitted to both, the student will be exempted from at least 6 hours of coursework for the juris doctor degree.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The Department of Modern Languages and Classics offers degree programs leading to the master of arts in German, the master of arts in Romance languages, and the doctor of philosophy in Romance languages. All three degree programs incorporate a variety of options. General information is in the Degree Requirements section of this catalog.

The following description of requirements pertains to the Romance Languages Option of the doctoral program, which has been designed to afford curriculum flexibility. For the standard doctoral programs in either French or Spanish, return to the menu and click on the appropriate option.

In addition to the program-specific requirements presented below, all doctoral candidates, regardless of the option selected, must adhere to the following.

The minimal formal coursework required for the doctoral degree is 60 semester hours, which may include up to 30 hours of transferred credits earned at another institution. Appropriate MA hours earned at The University of Alabama can also count toward the total required accumulation of hours. Students who have completed a master’s thesis need accumulate only 54 hours of coursework. Once all coursework is completed, an additional 24 hours of Dissertation Research (FR 699 Dissertation Research, SP 699 Dissertation Research or RL 699 Dissertation Research) with the dissertation director(s) are required. All doctoral candidates must possess reading knowledge of one language in addition to English, their native language, and their language of specialization.

All doctoral candidates must be careful to fulfill the residency requirement and to abide by the specified time limits (7 years from admission semester; 8 years from admission semester if entering directly from BA) specified in the Degree Requirements of this catalog. Once enrolled, all doctoral candidates must submit a Plan of Study to the Office of the Graduate School and abide by all other policies of the Graduate School. The student’s Plan of Study for the PhD degree must be approved by the department and the Graduate School by the time the student
completes 30 graduate semester hours of UA and/or transfer course work.

All options of the Doctor of Philosophy in Romance Languages share the same qualifying exam format. This format begins with the creation of a "pre-prospectus" by the candidate, in consultation with the likely eventual dissertation director, followed by take-home questions from a committee of examiners with whom the candidate has had coursework or who have appropriate expertise (the questions may pertain to the coursework or the pre-prospectus, according to the discretion of each examiner), leading directly to the creation of the prospectus as the final product, assuming a successful outcome. The prospectus is then submitted to the prospective dissertation committee for approval.

Regardless of the option, all new graduate teaching assistants must enroll for the appropriate teaching practicum, either FR 512 Practicum Appl Linguist or SP 502 Pract Appl Linguistics.

Candidates interested in a linguistics-oriented curriculum, or in a double major combining French and Spanish, or in a curriculum including an enhanced major in an allied discipline should direct their attention to the Romance Languages Option described below. For standard literature-oriented doctoral options in either French or Spanish, return to the menu and click on the appropriate link.

**Romance Languages Option**

The Romance languages option allows for interdisciplinary work tailored according to the needs of the candidate, in consultation with the appropriate advisors. The goal is to meet the interests and career requirements of the candidate by utilizing the full resources of the department and of cognate graduate programs offered by the University. Regardless of the curriculum, the Romance languages option must conform to the following structure.

All Romance languages option students must major in either French or Spanish.

All Romance languages option students must have, in addition to the major in French or Spanish, either

1. an 18-hour minor in another discipline, or
2. a second major in French or Spanish (in other words, a double major), or
3. a second, 30-hour concentration in linguistics

1. All Romance languages option candidates choosing the 18-hour minor must also include in their coursework (above and beyond the hours earned for the MA) at least one additional course in four of the five following main fields in their major:

   For Spanish (courses in transatlantic studies can count as either modern peninsular or Latin American)
   - Golden Age
   - 19th-century peninsular
   - 20th- and 21st-century peninsular
   - Colonial Latin America, or 19th-century Latin America
   - 20th- and 21st-century Latin America, or US Latino studies

   For French
   - Medieval and Renaissance
   - Early modern (17th and 18th centuries)
   - 19th century

2. All Romance languages option candidates choosing the double major have maximal flexibility in course selection. There is no slate of required courses for either of the two majors. The candidate must simply amass 30 hours (including transferred MA hours) in each of the two languages. However, the requirement of taking either the French or the Spanish teaching practicum for all new Graduate Teaching Assistants remains in force (FR 512 Practicum Appl Linguist or SP 502 Pract Appl Linguistics), and a course in either literary theory or linguistic research methods, as appropriate to the student’s curricular orientation and the direction of the anticipated dissertation, also remains in force. A maximum of 18 hours in either language (French or Spanish) can be transferred from a prior MA to satisfy requirements towards either major in the double-major track.

3. All Romance languages option candidates seeking a linguistics-oriented curriculum, a 30-hour interprogrammatic concentration in linguistics, in addition to the major in French or Spanish, is an alternative option. For those students opting for the 30-hour concentration in linguistics (including transferred MA credits), the coursework for the major in French or Spanish, which must also comprise a minimum of 30 hours (including transferred MA credits), is not constrained and may include any combination of courses. The coursework for the concentration in linguistics will be determined in consultation with the appropriate graduate advisor. However, a course in linguistic research methods is required. In most cases, the greater part of the linguistics curriculum will be in the area of applied linguistics because graduate coursework in that area is available on a consistent basis in the Department of Modern Languages and Classics as well as in the Department of English and in the College of Education. Some graduate courses in descriptive and theoretical linguistics are also available in the Department of Modern Languages and in the departments of English and Anthropology. On occasion, appropriate linguistics coursework is also available in the Department of Communicative Disorders, the Department of Communication Studies, and elsewhere.

Some courses can be counted as either part of the major or part of the linguistics concentration, depending upon the student’s programmatic needs. For example, a student majoring in Spanish and having a 30-hour linguistics concentration can count a course on Spanish linguistics as either part of the major or part of the linguistics concentration in order to free up additional hours in the category that best serves the student’s
Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or
better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/ chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to “opt in” to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.

- If the college dean supports the petition, it is sent to the graduate dean.

- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.

- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations. An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.
Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:
Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>What was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations**: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human...
Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

**Final Examinations**

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**

At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of Physics and Astronomy (PH)**

- Majors
  - Physics (MS) (p. 234)
  - Physics (Ph.D.) (p. 235)

Graduate credit will not be granted to physics students for 400-level physics or astronomy courses. Graduate students enrolled in 500-level courses that are also offered at the 400 level are expected to perform extra work of an appropriate nature.

### Astronomy Courses

**AY521 Theoretical Astrophysics**

*Hours 3*

This course provides a broad introduction to the theoretical foundations of astrophysical phenomena, demonstrating how fundamental phenomenology arises from physical laws. Several broad domains of astrophysics are covered, including planetary and stellar orbits, radiation, radiative transfer, ionization, star and planet formation, stellar evolution, binary stars, special and general relativity (including black holes), galactic structure and dynamics (including dark matter), active galaxies, spacetime structure, formation of large scale matter structure, and cosmology (including the accelerating expansion of the Universe, dark energy, and Grand Unification of forces in the early Universe).

**AY533 Observational Techniques**

*Hours 3*

Theoretical and practical aspects of modern astronomical observational techniques. Photometry, spectroscopy, interferometry, and optical and radio data reduction and image processing.

**AY550 Stars & Stellar Evolution**

*Hours 3*

This course is intended to facilitate a fairly complete understanding of stars, including their structure, evolution (formation, stages of burning, end states), synthesis of elements, and the physical processes involved in each of these, as well as introduce the modern computational modeling techniques used to apply stellar physics to stars. For astronomy students, this course will provide the background necessary to understand the underlying principles of stellar processes and modelling as they are used both in ongoing research into stellar physics and phenomena and in support of other areas of astronomical research where stellar populations, products and processes are important. In a broader context, relevant for any physics student, this course will discuss how understanding the physical principles in fluid dynamics, high-density materials, heat transfer, plasma physics, nuclear structure, and nuclear processes are assembled into our modern understanding of how stellar objects behave, and how the study of stars pushes the frontier of understanding in these areas of physics.

**AY580 Cosmology**

*Hours 3*

This course surveys the evolution of the universe, including discussion of general relativity, the Standard Big Bang Cosmology, cosmological inflation, the cosmic microwave background, large scale structure, baryogenesis, dark matter and dark energy.

**AY582 Selected Topics in Astronomy**

*Hours 1-3*

This course may deal with any astronomy topic not covered by existing courses. The course title is added at the time the course is taught. Repeat credit is allowed for different course titles.
AY590 Research Techniques
Hours 3
This course provides graduate students with domain-specific skills and knowledge in their research specialty. This training is expected to be undertaken in the context of active engagement by the student in an ongoing or semester-long research project. Alternatively, if formal preparation beyond the available courses is necessary for a student's success within their specialty, such formal preparation (reading, assignments, etc) will be performed under the direction and supervision of the instructor. Any combination of active research and additional specialty formal preparation may be specified by the instructor, as is necessary to advance the student's knowledge and skill toward that necessary to plan and perform successful research in their specialty.
Prerequisite(s): Permission of instructor is required. Core courses must be completed before taking this Research Techniques course.

AY597 Astrophysics Seminar
Hours 1
Required of all full-time physics graduate students specializing in astronomy each semester in residence. Students must attend weekly seminars and make one oral presentation.

AY620 Extragalactic Astronomy
Hours 3
This course surveys the observational and physical aspects of galaxies, clusters of galaxies, active galaxies, quasars, and astrophysical cosmology. The cosmic distance scale and galaxy evolution will be addressed. On successful completion of this course, a student will be prepared to understand the relevant research literature and be ready to embark on independent research in these topics.

AY630 Stellar and Galactic Dynamics
Hours 3
The subject of this course is the dynamics of collisionless objects (stars and dark matter) within self-gravitating systems, i.e. within galaxies and star clusters. The course is primarily theoretical, but there will be considerable discussion of the connections to observations. The approach will combine rigorous mathematical analysis with computational experiments.

AY640 Radiation Processes in Astrophysics
Hours 3
This course covers radiative transfer, blackbody radiation, and non-relativistic and relativistic electromagnetic radiation processes, including bremsstrahlung, synchrotron and Compton radiation, as well as atomic and molecular transitions.

AY650 Special Topics
Hours 1-3
May deal with any topic in astronomy or astrophysics not covered by existing courses. The course title is added at the time each course is taught. Repeat credit is allowed for different course titles.

AY682 Selected Topics in Astronomy
Hours 1-3
This course may deal with any astronomy topic not covered by existing courses. The course title is added at the time the course is taught. Repeat credit is allowed for different course titles.

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Physics Courses

PH501 Classical Dynamics
Hours 3
Variational principles and Lagrange's equations; two-body central-force problems; kinematics of rigid-body motion; rigid-body equations of motion; special relativity; Hamilton's equations of motion; and canonical transformations.

PH505 Physics For Science Teachers
Hours 3
Selected topics in contemporary physics for high school and post-secondary science teachers.

PH511 Biophysics
Hours 3
Physics of biological systems: proteins, lipids, nucleic acids, supramolecular structures, and molecular motors; structure, function, energetics, thermodynamics, bionanotechnology. Emphasis on systems that are best understood in physical and molecular detail.

PH512 Physics Pedagogy
Hours 1
This is a course in teaching methodologies for introductory physics, based on recent results from physics education research.
Prerequisite(s): None
Prerequisite(s) with concurrency: None

PH513 High School Physics Labs I
Hours 1
This course is designed to provide training in Level 1 Alabama Science in Motion physics laboratory activities for pre-service high school physics teachers. In addition to hands-on training, students will observe a selected number of ASIM lab activities being performed in a local high school classroom. Whenever possible, training will occur jointly with ongoing in-service workshops provided by the ASIM physics specialist.

PH514 High School Physics Labs II
Hours 1
This course is designed to provide training in Level 2 Alabama Science in Motion physics laboratory activities for pre-service high school physics teachers. In addition to hands-on training, students will observe a selected number of ASIM lab activities being performed in a local high school classroom. Whenever possible, training will occur jointly with ongoing in-service workshops provided by the ASIM physics specialist.

PH515 High School Physics Labs III
Hours 1
This course is designed to provide classroom experience for students who have received training in Levels 1 and 2 Alabama Science in Motion physics laboratory activities for pre-service high school physics teachers. Students will assist with approximately six different ASIM lab activities being performed in a local high school classroom. They will meet with the classroom teacher before and after each class to discuss the goals and objectives and to assess the effectiveness of the activity, and they will write a report on their observations.
PH523 Relativity
Hours 3
Special relativity, equivalence principle, tensor analysis, gravitational effects, curvature, Einstein’s field equations, action principle, classic tests of Einstein’s theory.

PH531 Electromagnetic Theory
Hours 3
Electric and magnetic fields, Green’s functions, and Maxwell’s equations.

PH532 Electromagnetic Theory
Hours 3
Electromagnetic waves, relativity, and selected topics.
Prerequisite(s): PH 531

PH534 Digtl Elect Comp Interfc
Hours 3
Theory and practical application of digital integrated circuits, including gates, flip flops, counters, latches, and displays. Computer data acquisition and control using LabView, A/D and D/A fundamentals. Digital communications.

PH541 Quantum Mechanics
Hours 3
Solution of the Schroedinger equation, matrix methods, angular momentum, and approximation methods.

PH542 Quantum Mechanics
Hours 3
Time-dependent perturbation theory, scattering theory, radiation, identical particles, and spin.
Prerequisite(s): PH 541

PH561 Nuclear Particle Physics
Hours 3
Structure and properties of nuclear and subnuclear matter; conservation laws; scattering and decay processes; and fundamental interactions.

PH571 Statistical Physics
Hours 3
Ensembles, partition function, quantum statistics, Bose and Fermi systems, phase transitions and critical phenomena, and applications.

PH581 Solid State Physics
Hours 3
Structure of simple crystals; thermal, electrical, and magnetic properties of solids; the free-electron model and the band approximation; and semiconductors.

PH582 Topics Physics & Astronomy
Hours 1-3
May deal with any physics or astronomy topic not covered by existing courses. The course title is added at the time the course is taught. Repeat credit is allowed for different course titles.

PH585 Magnetism: Fundamentals and Applications
Hours 3
PH585 is the first course of series of graduate level courses on magnetism (PH585, PH586 - Advanced Magnetism: Magnetic Materials, Phenomena and Devices), magnetic phenomena, magnetic materials with examples of magnetic devices for physical science and engineering students. The course is based on a combination of physical principles (materials physics, condensed mater, physics of magnetism) and examples their applications. Lecture examples, lecture and home work problems throughout the course will be based on applications (see list of applications in the topics list) with emphasize on impact of fundamental magnetism for advances in particular technology.

PH586 Advanced Magnetism: Phenomena, Materials, Devices
Hours 3
PH586 a graduate level course in magnetism, magnetic phenomena, magnetic materials with examples of magnetic devices for physical science and engineering students. The course is based on a combination of physical principles (condensed mater and physics of magnetism) and examples their applications to magnetization process and magneto-transport phenomena. The course material will include the following topics: • Review Principles of Magnetism: Fundamental Magnetic Properties • Magnetic domains and domain walls • Thermal Effects • Micromagnetics • Magnetization Processes • Landau-Lifshitz-Gilbert Equation • Hard and Soft Magnetic Materials • Permanent magnet applications • Overview of modern magnetic recording: magnetic recording media • Ferromagnetic Resonance • Interlayer and Interfacial Exchange and Exchange Bias • Review Principles of Electronic structure and Electronic transport • Magneto-transport Phenomena • Anisotropic Magnetoresistance • Giant Magnetoresistance • Tunneling Magnetoresistance • Overview of MagntoElectronic devices: HDD reader, MRAM • Special topics may be included, such as critical phenomena (Ising/Heisenberg model), magnetic and non-magnetic neutron scattering, or principles of VSM magnetometry, spin polarized electron characterization techniques.

PH587 Magnetic Recording
Hours 3
Principles of magnetic recording, write and read processes, particulate and thin film recording media, write and read heads, including magnetoresistive (AMR and GMR) heads. Emphasis will be placed on the key technologies critical to high-density recording.

PH588 Nanoscale Science and Applications
Hours 3
Nanoscale science and technology are based on the study and manipulation of phenomena at length scales approaching one billionth of a meter. Advances in this rapidly changing field are being made across multiple disciplines including Physics, Chemistry, Biology, Materials Science, Engineering, and Medicine with emerging practical applications in areas as varied as energy conversion and storage, manufacturing, telecommunications, information processing, medical diagnostics, and drug delivery to mention just a few. The goal of this course is to provide upper level undergraduate and graduate students with a foundational perspective on some of the key scientific principles relevant to the behavior of matter at the nanoscale as well as a review of processes, materials, and systems that derive their properties from nanoscale phenomena.
PH590 Research Techniques
Hours 3
This course provides graduate students with domain-specific skills and knowledge in their research specialty. This training is expected to be undertaken in the context of active engagement by the student in an ongoing or semester-long research project. Alternatively, if formal preparation beyond the available courses is necessary for a student’s success within their specialty, such formal preparation (reading, assignments, etc) will be performed under the direction and supervision of the instructor. Any combination of active research and additional specialty formal preparation may be specified by the instructor, as is necessary to advance the student's knowledge and skill toward that necessary to plan and perform successful research in their specialty.
Prerequisite(s): Permission of instructor is required. Core courses must be completed before taking this Research Techniques course.

PH591 Advanced Laboratory
Hours 3
Experimental work in modern physics at an advanced level.

PH595 Independent Study
Hours 3
No description available

PH597 Physics Seminar
Hours 1
Required of all full-time physics graduate students each semester in residence. (Students specializing in astronomy must take AY 597.) Students are required to attend at least 10 department colloquia and/or specialty research seminars. Students in their second year and beyond are required to give one oral research presentation.

PH598 Non-Thesis Research
Hours 1-9
No description available

PH599 Thesis Research
Hours 1-9
No description available

PH641 Relativistic Quantum Mechanics
Hours 3
The Dirac equation, Lorentz covariance, free-particle solutions of the Dirac equation, Foldy-Wouthuysen transformation, propagator theory, and applications to quantum electrodynamics.
Prerequisite(s): PH 542

PH642 Quantum Field Theory
Hours 3
Classical field theory, quantization of free fields, interacting fields, the scattering matrix, Feynman rules and diagrams, evaluation of integrals and divergences, and electroweak and strong interactions. Offered according to demand.
Prerequisite(s): PH 641

PH661 High Energy Physics
Hours 3
Gauge invariance, non-Abelian gauge theories, hidden symmetries, electroweak interactions of leptons and quarks, strong interactions among quarks, string theories, and phenomenology of high-energy interactions. Offered according to demand.
Prerequisite(s): PH 642

PH662 High Energy Physics II
Hours 3
This course will review physics beyond the Standard Model, Grand Unified Theories, Supersymmetric Theories, Superstrings, and Exact Solutions in Quantum Field Theory.
Prerequisite(s): PH 661

PH681 Adv Solid State Physics
Hours 3
Computational methods in solid-state physics are explored in more detail than in PH 581. Band structure calculations, Green's functions, density-functional methods, superconductivity, and disordered materials. Offered according to demand.
Prerequisite(s): PH 581

PH682 Selected Topics Physics
Hours 1-6
May deal with any physics topic not covered by existing courses. The course title is added at the time each course is taught. Repeat credit is allowed for different course titles.

PH698 Non-Dissertation Research
Hours 1-9
Because this is non-dissertation research, students may repeat this course each semester for up to 18 credit hours.

PH699 Dissertation Research
Hours 1-12
No description available

Faculty
Chair
Patrick R. LeClair
Graduate Director
Conor Henderson
Profs
Benjamin Harms
Raymond E. White III
William Keel
Gary Mankey
Tim Mewes
Andreas Piepke
Sanjoy Sarker
Rainer Schad
Ion Stancu
Admission Requirements

A student who wishes to take graduate work leading to the MS or PhD degree should have the equivalent of an undergraduate major in physics, and mathematics through differential equations. Any undergraduate courses required to complete a student's preparation should be taken as soon as possible. A comprehensive background in general physics is considered as important as mastery of a specialized field. To be considered for regular admission, the GRE general test or the GRE subject test in Physics should have a score at the 50th percentile.

General requirements are stated in the Admission Criteria section of this catalog. Specific requirements in physics follow. Note that requirements for students specializing in astronomy differ from those for students in other physics areas.

See the Admission Criteria section of this catalog for more information.

Requirements for the MS Degree

M.S. in Physics (thesis option)

A total of 24 semester hours of coursework is required (18 of which must be in physics and astronomy), in addition to 6 semester hours of research. Physics students must take:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH 501</td>
<td>Classical Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>PH 531</td>
<td>Electromagnetic Theory</td>
<td>3</td>
</tr>
<tr>
<td>PH 541</td>
<td>Quantum Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>PH 571</td>
<td>Statistical Physics</td>
<td>3</td>
</tr>
<tr>
<td>PH 599</td>
<td>Thesis Research</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Hours: 18

All full-time students must take one hour of seminar PH 597 Physics Seminar each semester. Up to three semester hours of pass/fail coursework (PH 597, PH 598 Non-Thesis Research) and up to three semester hours of PH 590 Research Techniques can count toward the 24 hour course requirement. An oral examination covering coursework and the thesis is required for completion of the degree.

M.S. in Physics (non-thesis option)

A total of 30 hours of coursework is required, 24 of which must be in physics and astronomy. Students must take:

<table>
<thead>
<tr>
<th>Course</th>
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<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH 501</td>
<td>Classical Dynamics</td>
<td>3</td>
</tr>
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<td>PH 531</td>
<td>Electromagnetic Theory</td>
<td>3</td>
</tr>
<tr>
<td>PH 541</td>
<td>Quantum Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>PH 571</td>
<td>Statistical Physics</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours: 12

All full-time students must take one hour of seminar PH 597 Physics Seminar each semester. Up to three semester hours of pass/fail coursework (PH 597, PH 598 Non-Thesis Research) and up to three semester hours of PH 590 Research Techniques can count toward the 30 hour course requirement. An oral examination covering coursework is required for completion of the degree.

M.S. in Physics with Astronomy Specialization (thesis option)

A total of 24 semester hours of coursework is required (18 of which must be in physics and astronomy), in addition to 6 semester hours of research (PH 599 Thesis Research). Students must take:

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>PH 501</td>
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</tr>
<tr>
<td>PH 531</td>
<td>Electromagnetic Theory</td>
<td>3</td>
</tr>
<tr>
<td>PH 541</td>
<td>Quantum Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>AY 521 or 533</td>
<td>Theoretical Astrophysics</td>
<td>3</td>
</tr>
<tr>
<td>AY 533</td>
<td>Observational Techniques</td>
<td>3</td>
</tr>
<tr>
<td>6-9 additional hours of graded Astronomy coursework</td>
<td>6-9</td>
<td></td>
</tr>
</tbody>
</table>

Total Hours: 18-21

All full-time students must take one hour of seminar AY 597 Astrophysics Seminar each semester. Up to three semester hours of pass/fail coursework (AY 597, AY 598 Non-Thesis Research) and up to three semester hours of PH 590 Research Techniques can count toward the 24 hour course requirement. An oral examination covering coursework and the thesis is required for completion of the degree.

M.S. in Physics with Astronomy Specialization (non-thesis option)

A total of 30 hours of coursework is required, 24 of which must be in physics and astronomy. Students must take:

<table>
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<td>3</td>
</tr>
<tr>
<td>AY 533</td>
<td>Observational Techniques</td>
<td>3</td>
</tr>
<tr>
<td>12-15 additional hours of graded Astronomy coursework</td>
<td>12-15</td>
<td></td>
</tr>
</tbody>
</table>

Total Hours: 24-27

All full-time students must take one hour of seminar AY 597 Astrophysics Seminar each semester. Up to three semester hours of pass/fail coursework (AY 597, AY 598 Non-Thesis Research) and up to three semester hours of PH 590 Research Techniques can count toward the 30 hour course requirement. An oral examination covering coursework is required for completion of the degree.
Physics, Ph.D.

Admission Requirements

A student who wishes to take graduate work leading to the MS or PhD degree should have the equivalent of an undergraduate major in physics, and mathematics through differential equations. Any undergraduate courses required to complete a student’s preparation should be taken as soon as possible. A comprehensive background in general physics is considered as important as mastery of a specialized field. To be considered for regular admission, the GRE general test or the GRE subject test in Physics should have a score at the 50th percentile.

General requirements are stated in the Admission Criteria section of this catalog. Specific requirements in physics follow. Note that requirements for students specializing in astronomy differ from those for students in other physics areas.

See the Admission Criteria section of this catalog for more information.

Requirements for the PhD Degree

The student’s PhD Plan of Study must be approved by the department and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work.

Courses

A total of 48 hours of coursework is required, 36 of which must be in physics and astronomy. All students are required to take

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<td>3</td>
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<td>PH 541</td>
<td>Quantum Mechanics</td>
<td>3</td>
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<td>3</td>
</tr>
<tr>
<td>PH 571</td>
<td>Statistical Physics</td>
<td>3</td>
</tr>
</tbody>
</table>

relevant substitutions determined by their sub-area

Total Hours 18

An additional 12 hours of graduate courses is required within the student’s sub-area, and a further 18 should be determined in consultation with the student’s advisor, at least 6 of which must be in physics or astronomy. All full-time students must take one hour of seminar (PH 597 Physics Seminar or AY 597 Astrophysics Seminar) appropriate to their sub-area each semester. A maximum of 9 hours of pass/fail coursework (PH 597, AY 597, PH 598 Non-Thesis Research, and PH 698 Non-Dissertation Research) can be counted toward the 48-hour coursework requirement.

Examinations

There are two separate examinations each prospective PhD candidate must pass: the qualifying exam and the preliminary exam. The qualifying exam consists of a written exam on advanced undergraduate physics. Financial support may be withdrawn if a student does not pass the exam by the end of his or her second year at the University. Passing the qualifying exam is a requirement for acceptance into the PhD program.

The preliminary exam is an oral exam on the student’s research plan and on courses in the student’s area of specialization. Passing the preliminary exam is a requirement for admission to candidacy for the PhD and allows the student to commence dissertation research. More detailed information regarding physics PhD examination policies is available in the office of the Department of Physics and Astronomy. Time Limit. All requirements must be completed in the seven years (21 fall, spring and summer semesters) following admission to the program. More-detailed information is in the Degree Requirements section of this catalog.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).
Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and the University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from the University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at the University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student
There are two options for possible transfer of graduate credit at the evaluation service. Additional information on their services can be found from World Education Services Inc. (WES), an external foreign credential to secure an evaluation of their credentials

Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Program of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time
limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.
Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered in the preceding semester and only under the conditions described in the table below.

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific projects or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement

At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Political Science (PSC)

- Majors
  - Political Science (MA) (p. 242)
  - Political Science (Ph.D.) (p. 245)
  - Public Administration (MPA) (p. 251)

[object Object]

Prerequisite: Graduate standing.

PSC500 Departmental Seminar I
Hours 0.5

Once-monthly information sessions required of new political science graduate students.

PSC501 Departmental Seminar II
Hours 0.5

A continuation of PSC 500.

PSC511 Public Opinion
Hours 3

The formation, distribution, structure, properties, and techniques of measuring public opinions in the United States.
PSC521 Research Design
Hours 3
Includes but is not limited to the role of theory, development of hypotheses, modes of observation and analysis, and testing of hypotheses.

PSC522 Quant Methods PSC I
Hours 3
Introduction to statistical techniques, including univariate and bivariate descriptive statistics and their application within the field of political science.

PSC542 Internatl Conflict
Hours 3
An examination of the various kinds of violent conflict in which nation-states become involved.

PSC543 Comparative Pub Pol
Hours 3
An examination of the actors and processes involved in making public policy, with an emphasis on the question of what kinds of governments are responsive to popular demands.

PSC552 American Political Thought
Hours 3
Investigates the origin and direction of the U.S. political ideology, including liberalism, civic republicanism, and debates condemning American exceptionalism.

PSC561 Administrative Regultn
Hours 3
The impact of legal powers and procedures of administrative agencies on public policy. Analysis of regulatory powers in American governments.

PSC562 Public Personnel Admin
Hours 3
A study of the American public personnel system, with an emphasis on the political setting of government employment, equal opportunity and affirmative action, and collective bargaining.

PSC565 Foundations of Public Administration
Hours 3
Introduction to the scope, theory, and substantive issues of public administration.

PSC595 Dir Reading & Research
Hours 1-6
No description available

PSC598 Dir Reading & Research
Hours 1-6
No description available

PSC599 Thesis Research
Hours 1-6
No description available

PSC610 Core Seminar in American Politics
Hours 3
This is a survey of classic or foundational research in most areas of American Politics, incorporating studies of the mass public, elites, and national-level institutions. The objectives are to help prepare students for their Comprehensive Exams in American Politics, and to provide introductions to various approaches and subject areas within American Politics that can be explored further in more advanced, focused graduate seminars. This course is required for all students taking American Politics as a graduate field.

PSC611 Amer Polit Behavior
Hours 3
Research and methodology in the areas of social and psychological factors related to voting, party preference, and ideology.

PSC612 Judicial Politics
Hours 3
Examines the role of the courts in political systems with primary emphasis on the United States Supreme Court.

PSC616 Topics In American Politics
Hours 3
An examination of selected problems in American politics. Content varies.

PSC621 Quant Meth In Psc II
Hours 3
Data analysis and statistical applications in political research, including data processing, inferential statistics, correlation and regression, multivariate analysis, and other multidimensional techniques.

PSC631 Sem Comparative Politic
Hours 3
A survey of the theoretical literature in the field of comparative politics.

PSC632 Spec Topics Comparative Pol
Hours 3
An examination of selected problems in comparative politics.

PSC635 Politics Of European Union
Hours 3
A survey of the literature on European integration. Theories of integration, including neofunctionalism and intergovernmentalism, will be examined. Topics will include EU institutions, political parties and the EU, democracy within the EU, and EU policies.

PSC637 Post Communism
Hours 3
Examination of the processes of transition from communist political systems in comparative perspective. Attention to democratization and the revival of authoritarianism in East Central Europe and Eurasia.

PSC641 Issues Internatl Rel
Hours 3
An examination of major problem areas in the international system and their effects. Content varies.
PSC642 Concept Internatl Rel
Hours 3
A survey of contemporary theoretical approaches to the study of international relations, providing an overview of traditional and behavioral orientations.

PSC651 Political Theory Sem
Hours 3
An examination of key political theorists from the 16th to the 19th centuries. Assigned works may vary but typically include those by Machiavelli, Hobbes, Locke, Rousseau, J. S. Mill, Marx, and Nietzsche.

PSC653 Special Topics
Hours 3
An examination of selected political theorists. Content varies.

PSC662 Organization Theory
Hours 3
An analysis of the theories of organization and management that examines models, reviews current administrative philosophy, and presents contemporary trends in organization and management.

PSC663 Sel Prob Public Admin
Hours 3
May be repeated up to a maximum of 6 hours of credit. In-depth analysis of a policy issue or administrative problem. Specific topics vary.

PSC664 Public Policy Analysis
Hours 3
Focuses on the analysis of public policy through techniques based on economics, systems theory, and political reasoning. Explores the role of policy analysis in democratic society and addresses applications of public policy analysis to contemporary policy issues.

PSC665 Local Government Administration
Hours 3
This course examines major local government issues and the administrative approaches to solving these problems. The focus will be on government managers and public-sector employees in localities. Topics will include the difficulties of providing human services through street level bureaucracies, local government policymaking, and how to achieve innovation. These topics will be examined in both an historical and contemporary context, with special emphasis on the impact of the political climate on the management of local government agencies. Using a case-study approach, students will learn what public managers actually do and will evaluate the effectiveness of their leadership and management strategies.

PSC666 Polit Econ & Pub Pol
Hours 3
An examination of the political economy approach to the study of public policy.

PSC667 Public Budgeting
Hours 3
Problems of financial management in governmental units: revenue sources, budgeting, financial management, and control.

PSC668 Program Evaluation
Hours 3
In-depth analysis of a policy issue or administrative problem. Specific topics vary. May be repeated up to a maximum of 6 hours of credit.

PSC679 Internship & Research
Hours 3-6
Field work and research opportunities to be supervised by departmental faculty.

PSC699 Dissertation Research
Hours 1-12
No description available.

Faculty
Chair
Smith, Joseph

Associate professors
Patton, Dana
Smith, Joseph
Miller, Ted
Royed, Terry

Professors
Baldwin, Norman
Cassel, Carol
DeRouen, Karl
Fording, Richard
Borrelli, Stephen
Katsinas, Steven
McKnight, Utz

Assistant professors
Bishara, Dina
Caillier, James
Hale, Chris
Hawley, George
Ji, Hyunjung
Kerr, Nicholas
Levine, Daniel
Linken, Allen

Political Science, MA
Admission Requirements
Applicants for admission to the MA program must submit scores from the Graduate Record Examination general test. Additional information is in the Admission Criteria section of this catalog.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
Plans I and II
MA students may follow either Plan I, requiring 30 semester hours of coursework, a written comprehensive examination, a thesis, and an oral examination in defense of the thesis; or Plan II, requiring 36 hours of coursework and a written comprehensive examination.
Course requirements
Under either plan, students must take courses in three of five fields, including a core seminar in each. The available fields are American politics, comparative politics, international relations, public policy and administration, and political theory. Students select one major field and two minor fields. Plan I students take 9 hours in the major field and 6 in each of two minor fields; Plan II students take 12 hours in the major field and 6 in each of two minor fields. The core seminars are:

Core Seminars
PSC 610 Core Seminar in American Politics 3
PSC 631 Sem Comparative Politic 3
PSC 642 Concept Internatl Rel 3
PSC 651 Political Theory Sem 3
PSC 655 Foundations of Public Administration 3

Required Courses
PSC 521 Research Design 3
PSC 522 Quant Methods PSC I 3

or approved substitutes

Total Hours 21

Comprehensive examination
The written comprehensive examination will cover the student's major field and will require integration of material across courses.

After passing the written examination, a student following Plan I should prepare a thesis prospectus, which should describe the substance and methods of the thesis research, outline the thesis itself, and provide a preliminary bibliography. Once the prospectus has been approved, the chairperson will formally appoint a committee of three faculty members to supervise the thesis. The student must take a final oral examination to defend the thesis and show competence in the field in which it lies. Except in unusual circumstances, the final oral examination must be taken during the fall or spring semester and before final course examinations begin. After the examination, the student must submit the thesis electronically in accordance with procedures laid out in this Catalog.

Detailed information on requirements is in the Degree Requirements section of this catalog.

Master's Degrees
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information regarding their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to ensure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree
is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details. Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
• a research paper, a “policy and practice” paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the Dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Political Science, Ph.D.

Admission Requirements
Admission to the PhD program requires either a bachelor’s or a master’s degree. Applicants must submit scores from the Graduate Record Examination general test.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
Major and minor fields. PhD students must choose and develop competence in one major field, a secondary field, and a third field (see fields listed above under MA Course Requirements). In exceptional cases, a student may choose their third field outside the department, with special permission from the graduate studies committee.

The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

Course requirements
The student’s plan of study for the PhD degree must be approved by the department and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work. PhD students must complete at least 51 hours of graduate coursework. At least 18 hours must be taken within the student’s major field, at least 12 hours must be taken within the secondary field, and at least 9 hours must be taken in the third field. Up to 24 hours may be transferred from other institutions, with the permission of the graduate studies committee and with some limits on the number of courses per field that can be transferred. Students must take the core seminars in their fields (see the list under "MA Course Requirements" above). In addition, all students must complete 9 hours of methods courses, including:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSC 521</td>
<td>Research Design</td>
<td>3</td>
</tr>
<tr>
<td>PSC 522</td>
<td>Quant Methods PSC I</td>
<td>3</td>
</tr>
<tr>
<td>PSC 621</td>
<td>Quant Meth In Psc II</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td><strong>9</strong></td>
</tr>
</tbody>
</table>

Students interested in pursuing a topic in greater depth than the standard course offerings allow may take up to 12 hours of PSC 595 Dir Reading & Research and PSC 598 Dir Reading & Research, with up to 6 hours in the major field and three hours in each of the secondary and third fields.

Language requirement
A foreign language is required of PhD students if appropriate to the student’s research interests. The appropriateness of the foreign language requirement shall be determined by the relevant faculty in the student’s primary field of interest prior to the student’s completion of 18 hours in residence in the PhD program. Students may, with approval of the Graduate Studies Committee, substitute foreign language for the PSC 621 requirement.

Comprehensive examination
Before writing a dissertation, but only after completing at least two full years of graduate study and completing all course requirements, PhD students must take and pass written comprehensive examinations in their major and secondary fields. Students whose written results are weak but fall short of failing will be required to pass an oral exam. Exams will be given during fall and spring semesters only.

Candidacy
Students who have fulfilled the course requirements and passed the comprehensive examination become PhD candidates after the Graduate School approves the student’s formal application to candidacy for the doctoral degree.

Dissertation
Students must complete no less than 24 hours of dissertation credit (699). As soon as possible after satisfying the requirements for candidacy, each student should submit three copies of a dissertation prospectus to the department chairperson, who will establish a dissertation committee of five faculty members, with at least three from the Department of Political Science and at least one from another department. The prospectus should contain the same information as an MA thesis prospectus (see above).

The department chairperson will decide whether to approve the prospectus, on the recommendation of the dissertation committee. Once the prospectus has been approved, the student may begin work on the dissertation itself, under the supervision of his or her dissertation committee. When finished, the student must take a final oral examination to defend the dissertation and demonstrate competence in the field in which it lies. The examination, conducted by the dissertation committee, must ordinarily be held during the fall or spring semester. Following a
Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN).

The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog.)

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a “B” grade or
better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the graduate dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.
Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean's approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog's section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester's dissertation deadline, are available at the Graduate School's homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student's final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:
Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation submission, including information on what needs to be submitted to ProQuest/the Graduate School before beginning their work if they have questions concerning the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human...
Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Public Administration, MPA

Admission Requirements
The M.P.A. is a professional degree program designed primarily for those who plan a career in federal, state, or local government. Applicants for admission to the M.P.A. program must submit scores from the Graduate Record Examination general test. Scores from the Miller Analogies Test may be submitted as supplementary information, but not as a substitute for the GRE. Additional information is in the “Academic Policies” (p. 4) section of this catalog.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
Students are required to complete 39 semester hours of coursework. The 39 hours is subdivided as follows: 18 hours of public policy and administration core courses, 3 hours of quantitative methods, 6 hours of public policy and administration electives, and 9 hours of specialization electives if a 3 hour internship is completed and 12 hours of specialization electives if an internship is not completed. An internship is strongly recommended for all pre-service students. In addition to the 39 hours of coursework, students are required to complete a written comprehensive exam.

Course requirements
MPA students must complete at least three of the following four courses:

Required Courses
Select at least three of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSC 565</td>
<td>Foundations of Public Admin</td>
</tr>
<tr>
<td>PSC 662</td>
<td>Organization Theory</td>
</tr>
<tr>
<td>PSC 667</td>
<td>Public Budgeting</td>
</tr>
<tr>
<td>PSC 562</td>
<td>Public Personnel Admin</td>
</tr>
</tbody>
</table>

Public Policy and Administration
Select at least 18 hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSC 522</td>
<td>Quant Methods PSC I</td>
</tr>
</tbody>
</table>

Total Hours 30

Master’s Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master’s degree:

Plan I.
Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II.
Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars,
continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found on their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate
facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A final report, on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master's Degree**

Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

**Department of Psychology (PY)**

Areas of current faculty research interest include aging, child and adolescent behavior and peer relationships, youth violence, forensic psychology, behavioral intervention, memory, chronic pain, depression, public health psychology, cultural diversity, health disparities, sleep, neuropsychology, visual-spatial cognition, emotion, autism, persuasion, unconscious cognition, risk assessment, personality, reading processes, social cognition, health attitudes, dehumanization, perception, cognitive aging, cognitive neuroscience, intellectual abilities, media psychology, and creativity.

The department operates a fully staffed psychology clinic offering psychological assessment and intervention services to University students, children, and adults. These facilities are also used in the training of clinical graduate students as professional psychologists. Each candidate for the PhD degree in clinical psychology takes practicum courses in the psychological clinic and must also complete a one-year internship in an accredited facility. The internship is taken after completion of coursework and passing of the doctoral preliminary exam and is a degree requirement.

- Major
  - Psychology (MA) (p. 256)
  - Psychology (Ph.D.) (p. 256)

**NOTE: The MA is earned en route to the Ph.D.**

General prerequisites: Graduate standing and permission of both the director of graduate studies and the instructor. Graduate students enrolled in 500-level courses that are also offered at the 400 level are expected to perform extra work of an appropriate nature.

**PY581 Readings In Py Grad**

Hours 1-3

Selected supervised readings.

**PY591 Seminar In Py Grad**

Hours 3

In-depth examination of a selected contemporary psychological area. Different sections offered each semester. Section descriptions are available at registration.

**PY598 Graduate Research**

Hours 1-3

Research conducted in apprenticeship to a graduate faculty member.

**PY599 Thesis Research**

Hours 1-12

*No description available*
PY602 Advanced Statistics I
Hours 3
An applied course explaining how to use categorical predictor variables to explain continuous response variables. Covers t-tests, ANOVA, and nonparametric alternatives in between-, within-, and mixed-model designs.

PY603 Advanced Statistics II
Hours 3
An applied course explaining how to use continuous predictor variables to explain continuous response variables. Covers correlation, regression, and general linear models including both categorical and continuous predictor variables.

PY604 Multivariate Methods Analysis
Hours 3
Multivariate analysis, with emphasis on MANOVA, discriminant analysis, canonical correlation, and the multivariate approach to repeated measures analyses.

PY607 Research Methods Psych
Hours 3
Study and analysis of psychological methodology.

PY608 Introduction To Ethics
Hours 3
Introduction to ethical issues as they affect the practice of psychology.

PY609 Psycholog Assessment I
Hours 4
Principles of psychological evaluation; introduction to the clinical use of assessment techniques, with particular emphasis on intellectual assessment.

PY610 Psycholog Assessment II
Hours 3
The theory and application of projective techniques and personality inventories for adults.

PY611 Neuropsychological Assessment
Hours 3
An introduction to the theory, content, and practice of clinical neuropsychology.

PY612 Psych Assessment III
Hours 3
Principles of psychological evaluation, with particular emphasis on the assessment of children.

PY614 Categorical Data Analysis
Hours 3
Advanced graduate statistic course meant to educate about the statistical analysis tools for analyzing binary and categorical data.

PY616 Multilevel Modeling
Hours 3
Given the nature of the nesting data structure in social science including psychology (e.g., patients are nested within the clinicians), it is crucial to know how to handle the data dependency when analyzing this kind of nesting structured data. This course is designed to teach students the concept of MLM and the statistical technique to analyze the data appropriately.

Prerequisite(s): Students are expected to have taken: PY602 and PY603 or any equivalent courses. Students are expected to have some knowledge in ANOVA and Multiple Regression. Students who have not taken the required courses have to meet with me before they register for this course.

PY617 Clinical Supervision & Professional Consultation
Hours 3
This course is designed to expose students to the current body of research on clinical supervision and professional consultation in clinical Psychology in order to prepare them for the role of supervisor.

Prerequisite(s): 2nd year clinical psychology graduate student.

PY618 Statistical Consulting
Hours 3
Students in this course will be introduced to statistical consulting techniques useful for work with researchers and policy makers in university and/or industry. This course is especially designed to improve student’s real-world problem solving skills through experiential learning opportunities. Students are expected to have some knowledge in ANOVA, Multiple Regression, Multilevel Modeling, and Structural Equation Modeling.

Prerequisite(s): PY602 and PY603

PY619 Prin Of Psychotherapy
Hours 3
The study of psychotherapeutic processes, outcomes, and systems, with particular attention given to the operations common to all approaches.

PY621 Psychotherapy Laboratory
Hours 1
A skills-building seminar emphasizing interview and communications techniques. Introduction to practicum.

PY625 Contemp Issues Research
Hours 1
Current issues relating to research in cognitive and individual differences are presented and discussed.

PY629 Neuroscience
Hours 3
The study of brain mechanisms of perception and thought through a variety of methodological approaches (e.g., lesions, brain imaging, and normal subject experiments).

PY631 Practicum In Psych I
Hours 1-3
Supervised experience in psychotherapeutic procedures in an approved clinical facility; seminars and case conferences.
PY633 Pract In Psych III
Hours 3
Supervised experience in psychotherapy in groups.

PY637 Practicum In Psych VII
Hours 1-3
Supervised field placement in a forensic or criminal justice setting.

PY639 Practicum In Psych IX
Hours 1-3
Intensive experience with a variety of child and family disorders and therapy techniques. Exposure to interdisciplinary treatment settings and personnel.

PY641 Adv Clinical Placement
Hours 1-3
Supervised experience in an approved setting. Primary clinical supervision by faculty or licensed psychologist at a placement facility.

PY642 Practicum Psychology XI
Hours 1-3
Supervised experience in clinical geropsychology.

PY645 Advanced Assessment Practicum
Hours 3
Provide doctoral level students with increased opportunities to conduct integrated assessments. This course is designed to improve such skills as administering and scoring psychological tests, producing reports, and providing meaningful feedback to clients.

PY650 Cognition And Learning
Hours 3
Contemporary approaches to cognition and learning. A broad survey, with in-depth looks at selected topics including attention and memory.

PY651 Physiological Psychology
Hours 3
Examination of bodily structures (nervous, muscular and glandular) that underlie behavior.

PY652 Life-Span Developmnt Psy
Hours 3
An integrated view of the development, stability, and decline of several behavioral processes rooted in the physical growth, cognition, and socialization of the individual over the span of life.

PY654 Seminar in Developmental Psychology
Hours 3
Course will provide an overview of current theory and research on social and emotional development.
Prerequisite(s): Graduate student in Psychology doctoral program. Permission of department.

PY655 Seminar in Cognitive Psychology
Hours 3
Course provides in-depth coverage of current research in the area of cognitive Psychology.
Prerequisite(s): Graduate student in Psychology doctoral program. Permission of department.

PY656 Seminar in Social Psychology
Hours 3
Course will provide an overview of issues in the scientific study of emotions, with a focus on neuroscience, social, and cognitive approaches.
Prerequisite(s): Graduate student in Psychology doctoral program. Permission of department.

PY658 Psychopathology
Hours 3
A survey of manifestations of abnormal behavior, and the diagnosis of abnormal behavior and mental disorders.

PY664 Seminar in Psychometrics
Hours 1
Overview of Psychometric principles used to evaluate psychological test instruments.

PY666 Child Psychopathlg Treat
Hours 3
Examines diagnosis and treatment of childhood disorders from empirical, theoretical, and practical standpoints.

PY669 Sem Clinic Child Psych
Hours 1
Issues in research and practice of clinical child psychology.

PY670 Perception And Action
Hours 3
An introduction to issues and concepts in the study of perception. Fundamental theoretical and empirical controversies are analyzed.

PY671 History/Systems In Psych
Hours 3
Systematic points of view placed in historical perspective.

PY672 Adv Social Psychology
Hours 3
Major aspects of social psychology including attitude change, attribution theory, aggression, altruism, prejudice, interpersonal relations, and group dynamics.

PY676 Criminal Forensic Assessment
Hours 3
Familiarizes students with relevant issues in criminal forensic assessment and introduces them to current forensic assessment instruments.

PY678 Forensic Psychology
Hours 3
The application of clinical psychology to forensic and legal issues. Competency to stand trial, criminal responsibility, testamentary capacity, jury decision making and dynamics, jury selection, and expert witness testimony.

PY679 Sem In Psychology-Law
Hours 1
Issues in research and practice of psychology as related to the law.
PY680 Psychopharmacology  
Hours 3  
Physiological bases and therapeutic action of psychotropic medications.

PY687 Clinical Psychology Of Aging  
Hours 3  
A survey of clinical geropsychology including review of major disorders experienced by older adults, assessment issues, and treatments used in work with older adults.

PY688 Sem Adult Clinic Psych  
Hours 1  
Issues in research and practice related to adult clinical psychology.

PY690 Cultural Competency  
Hours 3  
This seminar emphasizes the role of ethnicity, class, culture, gender, sexual orientation, and disability in mental health, and the impact of these factors on assessment, diagnosis, and treatment.

PY691 Seminar Clinical Psych  
Hours 1-3  
Selected topics related to clinical psychology.

PY693 Seminar:Adv General Py  
Hours 1-3  
Seminar:Advanced General Psychology.

PY695 Teaching Of Psychology  
Hours 3  
Principles of teaching and supervised experience.

PY698 Graduate Research  
Hours 1-6  
Independent research by the advanced graduate student.

PY699 Dissertation Research  
Hours 1-12  
No description available

Faculty
Chair  
Fran Connors

Director of Graduate Studies  
Ed Merrill

Professors  
Fran Connors
Ed Merrill

Psychology, MA

Admission Requirements

Applications for admission to graduate study must be accompanied by Graduate Record Examination (GRE) general test scores (the advanced section is recommended for clinical applicants). Admission is competitive and is influenced by the overall quality of the applicant's record, including grades, GRE scores, letters of recommendation, past experience, and match between the students and faculty interests. The application deadline is December 1 for the clinical psychology program and December 15 for the experimental psychology program. Complete applications must be received by these deadlines to ensure full consideration for admission for the following term.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Students earn the MA degree en route to the PhD (p. 256), and they are required to follow Plan I. The MA degree is awarded after 24 credit hours of coursework, six credit hours of thesis, and an approved completed thesis. The 24 hours of coursework may vary by concentration, but must include the following:

PY 602 Advanced Statistics I  
3
PY 607 Research Methods Psych  
3

Psychology, Ph.D.

Admission Requirements

Applications for admission to graduate study must be accompanied by Graduate Record Examination (GRE) general test scores (the advanced section is recommended for clinical applicants). Admission is competitive and is influenced by the overall quality of the applicant's record, including grades, GRE scores, letters of recommendation, past experience, and match between the students and faculty interests. The application deadline is December 1 for the clinical psychology program and December 15 for the experimental psychology program. Complete applications must be received by these deadlines to ensure full consideration for admission for the following term.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Students earn the MA degree (p. 256) en route to the PhD, and they are required to follow Plan I.

The student’s PhD Plan of Study must be approved by the department and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work; otherwise, a "hold" may be placed on future registration. The minimum number of credit hours required for the PhD in psychology varies by concentration. All graduate students complete the General Psychology Core, the Research Skills Core, a master's thesis and a doctoral dissertation. In addition, clinical students complete the Clinical Core and a year-long clinical internship. Students in each of the clinical and experimental concentrations also complete advanced coursework in their concentration. More detailed information is available at the Department of Psychology website.
Psychology PhD Requirements

General Psychology Core

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 650</td>
<td>Cognition And Learning</td>
<td>3</td>
</tr>
<tr>
<td>PY 629</td>
<td>Neuroscience</td>
<td>3</td>
</tr>
<tr>
<td>PY 651</td>
<td>Physiological Psychology</td>
<td>3</td>
</tr>
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</table>

Select two of the following:

<table>
<thead>
<tr>
<th>Course</th>
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<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>PY 670</td>
<td>Perception And Action</td>
<td>6</td>
</tr>
<tr>
<td>PY 652</td>
<td>Life-Span Developmnt Psy</td>
<td></td>
</tr>
<tr>
<td>PY 672</td>
<td>Adv Social Psychology</td>
<td></td>
</tr>
<tr>
<td>PY 671</td>
<td>History/Systems In Psych</td>
<td></td>
</tr>
</tbody>
</table>

Research Skills Core

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 607</td>
<td>Research Methods Psych</td>
<td>3</td>
</tr>
<tr>
<td>PY 602</td>
<td>Advanced Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>PY 603</td>
<td>Advanced Statistics II</td>
<td>3</td>
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</table>

Select one of the following:

<table>
<thead>
<tr>
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<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>PY 604</td>
<td>Multivariate Methods Analysis</td>
<td></td>
</tr>
<tr>
<td>PY 659/BER 558 Psychometrics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BER 646</td>
<td>Structural Equation Modl</td>
<td></td>
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Approved alternative

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 614</td>
<td>Categorical Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PY 616</td>
<td>Multilevel Modeling</td>
<td>3</td>
</tr>
</tbody>
</table>

Advanced Coursework as applicable

Clinical Core (required for clinical only)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 695</td>
<td>Teaching Of Psychology</td>
<td>3</td>
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</tbody>
</table>

Advanced Coursework in Student’s Concentration

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 599</td>
<td>Thesis Research</td>
<td>6</td>
</tr>
<tr>
<td>PY 699</td>
<td>Dissertation Research</td>
<td>24</td>
</tr>
</tbody>
</table>

Total Hours 60

1. some concentrations require a specific course from this set
2. see details at the Psychology website

Graduate Minor

Doctoral students in other departments may complete a graduate minor in psychology. A graduate minor in psychology shall consist of 12 graduate hours, at least 6 of which are to be selected from among:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 650</td>
<td>Cognition And Learning</td>
<td>3</td>
</tr>
<tr>
<td>PY 670</td>
<td>Perception And Action</td>
<td>3</td>
</tr>
<tr>
<td>PY 672</td>
<td>Adv Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PY 652</td>
<td>Life-Span Developmnt Psy</td>
<td>3</td>
</tr>
<tr>
<td>PY 651</td>
<td>Physiological Psychology</td>
<td></td>
</tr>
<tr>
<td>PY 629</td>
<td>Neuroscience</td>
<td></td>
</tr>
</tbody>
</table>

Other courses available to minors and offered on a regular basis are the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 693</td>
<td>Seminar Adv General Py</td>
<td>1-3</td>
</tr>
<tr>
<td>PY 591</td>
<td>Seminar In Py Grad</td>
<td>3</td>
</tr>
</tbody>
</table>

Statistics Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PY 602</td>
<td>Advanced Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>PY 604</td>
<td>Multivariate Methods Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

Occasionally other courses will be offered that will count towards the minor. All courses require the permission of the director of graduate studies and the course instructor. Many courses have specific prerequisites.

Students seeking a minor in psychology must be in good standing and at the second year or beyond in residency in a University of Alabama doctoral program. Students must achieve a 3.00 GPA in the minor, with only one grade of “C.” No grade below “C” will count toward the minor. No more than 6 hours may be transferred from a department of psychology in another institution. The director of graduate studies shall determine who is accepted for a minor program of study and shall determine the appropriate courses to be taken in a timely manner. In addition, the director shall certify a completed minor to the Graduate School and to the home department.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.
Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UACCN), the University of Alabama at Birmingham School of Nursing (UABSON), and the University of Alabama Capstone College of Nursing (UACCN).

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for indepth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral
students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to
admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  - describes the compelling circumstances,
  - briefly describes the current status of the dissertation, then
  - includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.

- If the college dean supports the petition, it is sent to the graduate dean.

- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.

- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.
Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
• Chemical Engineering
• Chemistry
• Civil Engineering
• Computer Science
• Economics
• Education (all departments)
• Electrical and Computer Engineering
• Finance
• Geological Sciences
• Health Education and Promotion
• Management
• Management Science
• Marketing
• Metallurgical Engineering
• Metallurgical and Materials Engineering
• Physics
• Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

• In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
• connecting language to bridge each study to the next; and
• a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Religious Studies (REL)
• Major
  • Religion in Culture (MA) (p. 263)

undefined
General prerequisites: Graduate standing and permission of both the director of graduate studies and the instructor. Graduate students enrolled in 500-level courses that are also offered at the 400 level are expected to perform extra work of an appropriate nature.
REL500 Religious Studies Masters Thesis
Hours 3
REL 500 is an independent research course in which the student conducts Masters Thesis research under the guidance of a thesis advisor. Research projects will include the development of an original research question; in-depth research into relevant secondary and primary sources; the production of an article length essay or equivalent digital project (as approved by the thesis advisor); and an oral presentation of the research. Students will meet regularly with the thesis advisor throughout the semester during which the course is undertaken.
Prerequisite(s): None, except admission to degree program

REL501 Social Theory and Religious Studies
Hours 3
This three credit hour graduate seminar introduces students to terms and ideas from social theory and their relevance to the academic study of religion. Throughout the course, students will apply theories to analyze examples relevant in Religious Studies, both ancient and modern. Each student will also select an important work in their chosen field of study in consultation with their advisor and analyze that work in depth in relation to the various issues discussed in the course.
Prerequisite(s): None, except admission to degree program

REL502 Public Humanities and Religious Studies
Hours 3
This graduate seminar introduces students to public humanities and digital humanities approaches to the study of religion. Students learn methods and tools for conducting digital research and explore ways to communicate theoretical and religious studies research to public audiences through digital media. Students are introduced to a number of digital tools for research, scholarly communication, and public engagement and will work to apply those tools to their individual research interests and goals.
Prerequisite(s): None, except admission to degree program

REL504 Special Topics in Religion in Culture
Hours 3
To illustrate the gains of applying social theory to the study of religion, this course will draw upon current examples to study in light of the skills gained in the social theory foundations course. Specific content will be determined by faculty responsible for the course each semester. This course may be repeated for a maximum of 9 hours for differing topics.
Prerequisite(s): None, except for admission to degree program

REL560 Independent Study in Social Theory in Religious Studies
Hours 3
This three credit hour graduate course provides students with the opportunity to pursue a topic of their choosing in relation to social theory and its relevance to the academic study of religion. Throughout the course, students will meet with the professor to select and discuss readings and writing assignments.
Prerequisite(s): None, except for admission to degree program

REL561 Independent Study in Social Theory in Religious Studies
Hours 3
This three credit hour graduate course provides students with the opportunity to pursue a topic of their choosing in relation to social theory and its relevance to the academic study of religion. Throughout the course, students will meet with the professor to select and discuss readings and writing assignments.
Prerequisite(s): None, except for admission to degree program

REL590 Capstone Seminar in Social Theory in Religious Studies
Hours 3
In this culmination class experience, normally enrolled in final Spring semester, students will present their ongoing original thesis research for the purposes of soliciting feedback from the instructor and classmates. In light of the feedback, students will respond and revise their work. Having begun the degree with two common foundations courses (one on social theory and one on public humanities digital skills), students in this course will integrate and apply the skills learned throughout the degree.
Prerequisite(s): None, except admission to degree program

Faculty
Chair
Russell T. McCutcheon

Administrative Secretary
Betty Dickey

Professors
Russell T. McCutcheon
Steven Ramey
Theodore L. Trost

Associate Professors
Steven L. Jacobs
K. Merinda Simmons

Assistant Professors
Michael Altman
Eleanor Finnegan
Suma Ikeuchi
Nathan Loewen
Vaia Touna

Religion in Culture, M.A.

Description
Taking the Department's motto seriously -- studying religion in culture -- this MA degree explores cross-disciplinary theories on social formation and applies them to the study of religion, seeing each site studied as a test case in identity formation. Unlike other graduate programs in the study of religion, the M.A. in Religion in Culture at the University of Alabama therefore presses beyond mere description and cross-cultural comparison to use social theory to understand the effects that narratives, practices, classification systems, and institutional structures have on social groups and their members -- always doing so with an eye toward training students to use innovative technologies to effectively communicate their findings to wide audiences.

Two Key Foundations
The premise of the degree is that the work taking place in our field has wide relevance. Promoting both critical analysis and innovative communication skills are therefore the cornerstones of this MA. While all students will carry out their own independent research and gain co-writing experience with their supervisor, courses will require them to produce both original article-length research papers as well as create innovative digital presentations. In consultation with their supervisor, their culminating Thesis project will emphasize one or the other of these two modes of scholarly communication – allowing students to tailor the Thesis to suit their own interests and career plans.

**Supervision**

Supervisors are assigned by the graduate committee when a student is accepted into the program, making the statement of purpose a crucial element of the application process, inasmuch as it is the primary means by which the Graduate Committee determines whether there is sufficient overlap of its expertise with incoming students interests and needs. (This assignment is open to revision, at the discretion of the Graduate Director, should student interests change.)

**Degree Structure**

The 36 credit hour graduate degree (2 years of course work, including the final Thesis) focuses on providing students with two critical foundations: (i) becoming conversant in contemporary social theory and applying it to their area of interest in the study of religion and (ii) developing competencies in the tools of the public, digital humanities. In their first semester students will not only be reading widely in social theory (and applying it to an historical, regional, or ethnographic example of their choice) but will also be gaining familiarity with a wide variety of digital tools – from video and audio recording and editing, to making web pages and working with "big data" – that will assist them to share those findings.

**Relevance of the Degree**

Designed for students hoping to pursue doctoral work, the degree is also explicitly intended for those aiming to use these skills in any number of other professions – places where the analytic skills gained from working in social theory are enhanced by their communication skills and digital expertise.

**Funding**

There are a limited number of Graduate Teaching Assistantships (GTA) – full or partial – that are awarded annually on a competitive basis. Full GTA positions (i.e., 0.5 FTE) come with a full stipend and full tuition waiver (whether in- or out-of-state); partial GTA positions (e.g., 0.25 FTE) come with a half stipend and half tuition waiver).

Non-credit Colloquium

A required, non-credit Graduate Colloquium meets monthly and exposes students to a range of professional issues relevant to higher education today.

**Applying**

More information on the requirements/elements of an application can be found here. Note: students who have graduated from UA’s REL program, while overlapping with current faculty, do not need to submit three letters of reference.

**Contact**

For more information, contact Prof. Merinda Simmons (merinda.simmons@ua.edu), REL’s Graduate Director.

**Structure of the Degree**

It is expected that, in their first Fall semester, all graduate students will enroll in both REL 501 and REL 502 while also doing an independent study course with their supervisor – which could also take the form of attending a 400-level seminar related to their interests (but completing additional requirements for graduate independent study credit). The aim of this first semester is to acquire skills (social theory + public humanities skills) while also beginning to explore the specific historical, regional, or ethnographic e.g. on which each student will focus during their eventual Thesis work.

In all subsequent semesters (i.e., Fall and Spring), students will normally enroll in three courses (for 9 credit hours), so as to complete the degree in 2 academic years.

With permission of their supervisor and in consultation with the Graduate Director, some of these hours may be taken outside the Department, so that students can benefit from campus-wide resources (e.g., language training necessary for carrying out their research).

In their final Spring semester students will usually enroll in 6 hours of Thesis and 3 hours of the Capstone Seminar (a collaborative course dedicated to supporting their Thesis work by inviting feedback from a faculty member other than their supervisor as well as from all other students in their cohort).

**Required Courses**

1. Six hours of Foundation courses will be taken in the Fall semester of the 1st year:

   REL 501 Social Theory and Religious Studies 3
   REL 502 Public Humanities and Religious Studies 3

2. Nine hours of required courses will be taken in the Spring of the second year:

   REL 590 Capstone Seminar in Social Theory in Religious Studies 3
   REL 500 Religious Studies Masters Thesis 3
   REL 500 Religious Studies Masters Thesis 3

**Elective Courses**

In consultation with your supervisor, students will complete an additional twenty-one hours of graduate course work, including independent study courses and seminars in REL, plus graduate courses from other departments (in consultation with your supervisor and the Grad Director). For e.g., depending on the student’s program of study, courses in foreign languages, taught through Modern Languages and Classics, may be recommended. In addition, a required, non-credit Graduate Colloquium, led by the Graduate Director, meets monthly, to discuss a variety of professional issues in the study of religion in particular, or higher ed in general. REL faculty are invited as well.

| Total Hours | 36 |

**Department of Theatre and Dance (TH)**

- Major
  - Theatre (MFA) (p. 269)

[object Object]

Prerequisites for 500- and 600-level courses: Graduate standing and permission of the instructor
TH515 Properties Construction
Hours 3
A studio course which allows exploration into woodworking, metal working/welding, foam sculpting, casting, upholstery, Photoshop and any other process required to create stage props. Lab fee, $25.00.

TH519 Electricity and Electronics for the Stage
Hours 3
This course provides study and studio work in aspects of electricity and electronics with reference to understanding, usage, and design of systems for theatrical production. This course will cover the essential concepts of electrical theory for both AC and DC systems. The student will not only be exposed to theory, but will also have hands-on experience. As a large portion of the subject matter of the class deals in scientific theory and computations, competency in basic mathematics and algebra is essential.

TH520 Technical Direction
Hours 3
This course will provide students with an overview of the technical design, construction techniques, and the administrative and management functions that are a part of the field of technical direction.

TH521 Period Decor
Hours 3
A survey of period architecture, ornament, and furniture as applied in the stage designer's research.

TH523 Drafting For Theatre
Hours 3
A studio course concentrating on traditional technical drafting techniques as applied to the theatre. Skills learned will include orthographic and isometric projections, ground plans, sections, perspective drawing, and layout.

TH525 Scene Painting
Hours 3
A studio art course in the materials and techniques of painting and carving surfaces for stage scenery. Lab fee: $25.

TH526 Sound Prod Tech Th Dn
Hours 3
A course providing a working knowledge of sound production, with an emphasis on the creation of sound files for theatre and dance and the setup and maintenance of sound reproduction and modification equipment. Lab fee, $25.00.

TH527 Computer Drafting For Theatre
Hours 3
A studio course exploring the creation of technical drawings through Computer Aided Drafting. Skills learned will include commands for drawing, layout of information, and other CAD techniques.

TH528 Drawing and Rendering for Stage design
Hours 3
A studio course in drawing and painting architectural and natural environments appropriate for a variety of stage settings. Exploration of media to render light, color, and texture.

TH530 Hy Costume For Stage
Hours 3
A historical study of civil costume in relation to costuming for the stage.

TH531 Costume Construction I
Hours 3
A studio course in patterning, cutting, and constructing costumes for the stage. Additional hours in related theatre activities are required. This course has a $20 lab fee to cover materials ordered by the professor for use in the classroom as well as to help cover maintenance fees for equipment used.

TH533 Costume Design I
Hours 3
A studio course in costume design principles and presentation for stage costumes. Lab fee, $25.00.

TH535 Presentation for Designers
Hours 3
The study and development of professional presentations for theatre artists. This includes, but is not limited to, “hard” portfolios, digital portfolios, exhibits and personal presentations.

TH536 Fabric Modification
Hours 3
This course explores and introduces a variety of techniques in which to modify the original appearance and/or intent of fibres and fabrics. This is done through the use of various dyes/techniques, surface treatment, use of non-traditional materials and restructuring of fabrics.

TH537 Drawing for Stage Designs
Hours 3
A studio course for drawing the human figure in a variety of stage settings and period garments. Exploration of a variety of media to render light, shadow, and textures for all types of fabrics and hard surfaces.

TH539 Advanced Stage Makeup
Hours 3
A studio course using a variety of materials in the craft of mask making, hair ventilainge, and prosthetics. Lab fee, $25.00.

TH540 Stage Movemnt Phys Actng
Hours 3
An advanced course in body awareness, alignment, breathing techniques, physicalization, and physical characterization.

TH541 Advanced Scene Study
Hours 3
Advanced course in specific methodologies for character conception and projection.

TH542 Careers In Prof Theatre
Hours 3
A course focusing on audition and interview techniques, unions, résumé writing, and other skills required to apply for positions in the academic and professional theatre.

TH543 Script Analysis Interptn
Hours 3
Theory and methodology of the textual analysis of playscripts for production. Offered every three years.

TH544 Period Acting Styles I
Hours 3
Study and practice of period acting styles.
TH545 Period Acting Styles II  
Hours 3  
A continuation of TH 544, usually focusing on verse drama, especially Shakespeare.

TH546 Adv Voice Speech Perform  
Hours 3  
This course will examine vocal anatomy and physiology, and vocal health and care for the performer’s voice. Various methods and approaches to voice work using breath, text, speech work and study of the International Phonetic Alphabet. Students will explore their vocal development through exercises, drills, performance and use of heightened text language.

TH547 Stage Dialects  
Hours 3  
An advanced voice and speech course studying the phonetics of various dialects and accents used by actors needed to create certain roles. Students will apply the dialect/accent work to exercises, drills, and acting/performance projects.

TH548 Rehearsal Process  
Hours 3  
Acting course in which students analyze and participate in the rehearsal process with both unpublished and published scripts.

TH551 Hist Of The Theatre I  
Hours 3  
Beginnings to the Restoration. Offered every fall semester.

TH552 Hist Of The Theatre II  
Hours 3  
Restoration to the present. Offered every spring semester.

TH554 Seminar Contemp Theatr  
Hours 3  
An examination of trends and developments in the theatre and drama since the Vietnam Era. Offered every three years.

TH555 Seminar Th Hy: Classic  
Hours 3  
The theatre and drama of ancient Greece and Rome.

TH557 Sem Th Hy: American  
Hours 3  
Theatre and drama in the United States from its beginnings. Special focus on 19th-century developments and current post-modern adaptations of earlier plays and forms. Offered every three years.

TH558 American Feminist Theatre  
Hours 3  
A seminar/survey of 20th century american feminist texts, critical essays and videos tracking the shifting focus of feminists theory, concerns and performance.  
Prerequisite(s): TH 120

TH559 Dance/Movement for the Actor and Director  
Hours 3  
An exploration of the fundamentals of dance language/technique as well as the use of Laban Movement Analysis (LMA) as a theoretical framework for analyzing movement. In order to be fully prepared for the professional world of theatre, graduate students specializing in acting or directing should possess practical knowledge of various aspects of theatre including musical theatre and dance. In addition, as potential teachers and directors, students will be better able to communicate with performers after studying dance and movement technique such as LMA.
Prerequisite(s): Entrance into the Graduate Acting or Directing Program

TH565 Musical Theatre Performance I  
Hours 3  
Musical theatre scene study for the actor and director; the blending of acting, singing, and movement skills in the performance of songs and scenes.

TH566 Musical Theatre Performance II  
Hours 3  
A special topics course for the actor and director, exploring such areas as musical theatre history, cabaret performance, the in-depth study of a single work, etc.

TH567 Musical Theatre Repertoire Coac  
Hours 1-2  
Individual coaching in musical theatre repertoire and the preparation of material for auditions, principal roles, cabaret performances, and recordings.

TH570 Theatre Management  
Hours 3  
Principles of management applied to the fields of theatre operation and production, with emphasis on marketing, development, budgeting, and organizational structure.

TH575 The Singing Voice  
Hours 2  
This class is designed to introduce students to basic concepts of vocal technique and musicianship through practical application.

TH582 Playwriting I  
Hours 3  
An introduction to writing for the stage, from dramatic conception to finished script. Offered alternating years with TH 583.

TH583 Playwriting II  
Hours 3  
Advanced course in playwriting; concentration on various play forms, draft revision, and the script development process. Offered alternating years with TH 582.
Prerequisite(s): TH 582

TH586 Dramatic Theory & Critsm  
Hours 3  
A survey of the major critical and performance theories, with special emphasis on Aristotelian and 20th-century approaches. Includes study and practice of reviewing dramatic productions. Offered every three years.
TH600 Advanced Practicum
Hours 1
Execution of significant creative assignments in mainstage and/or A. B. Theatre productions throughout the term.

TH602 Internship
Hours 10
Professional, practical application of various theatre specialities in conjunction with professional/commercial theatre companies.

TH615 Lighting Design I
Hours 3
A thorough study of the technical aspects of stage lighting, including electricity, optics, color, control theory, and light-plotting techniques.

TH616 Lighting Design II
Hours 3
An advanced course covering the theory and practice of lighting design for the theatre, with an emphasis on script analysis and execution.

TH618 Lighting Design III
Hours 1-3
A seminar involving the presentation of designs for various productions and preparation of problem-related demonstrations. May be repeated.

TH620 Structural Design for Theatre
Hours 3
This course will concentrate on mathematical problem solving, the study of structural design and its application to theatrical structures and an investigation of why we build scenery the way we do.

TH621 History of Stage Design
Hours 3
A survey of the history of stage design and the development of stage technology, suitable for all MFA design and technical students. Includes several historically related design and research projects.

TH622 Scene Design I
Hours 3
A studio course in scenic design for theatre. Students will design three or more plays learning analysis, drafting, drawing, painting, and building models.

TH623 Scene Design II
Hours 3
A studio course in scenic design building on the techniques learned in TH622. Emphasis on complete design drafting and the building of models.

TH628 Prob Th Arts: Design
Hours 1-3
An intensive study of the designer’s responsibility involving design for varied forms of staging and design drafting.

TH632 Costume Construction II
Hours 3
A studio course in advanced costume construction and costume crafts. Included topics are tailoring, corsetry, millinery, armor, wigs, masks, and jewelry, both period and modern. May be repeated. Lab fee, $25.00.

TH633 Costume Draping Techniques
Hours 3
Male and Female torso body blocks will be created and manipulated through draping techniques. Skirts will be draped. Patterns will be created from muslin drapes. Exchange between students of personal costume sketches will be discussed to develop language and communication skills. Examination of professional designer sketches, Movie/theatre costume photos, period research, commercial patterns will be examined and evaluated to learn how to assess and interpret costumes.

Prerequisite(s): TH 531 or consent of instructor

TH634 Costume Design II
Hours 3
A continuation and intensification of the material in TH 533. Projects will address specific problems of design. May be repeated. Lab fee, $25.00.

TH635 Projects in Costume Design
Hours 3
Projects focus on analysis, research and designs for personality and characters.

Prerequisite(s): none

TH636 Costume Design IV
Hours 3
Continuation of TH 635. Projects are produced with the aid of computers.

Prerequisite(s): TH 635

TH637 Period Costume Construction
Hours 3
A studio course in the patterning, fit, and construction of garments popular prior to the 20th century.

Prerequisite(s): TH 431 or TH 531 or TH 432 or TH 632

TH638 Advanced Tailoring Techniques
Hours 3
A studio course in both hand and machine tailoring techniques needed to produce high quality custom tailored garments for the stage. This includes, but is not limited to hand padding, machine padding, decorative and couture techniques.

TH639 Prob Th Art: Costuming
Hours 1-3
Study and studio work in a specialized area of costume design or technology.

TH640 Prob Stage Move Phys Act
Hours 3
Advanced theory and practice in stage movement topics such as anatomy, clowning, mask, stage combat, mime, etc. May be repeated for credit when the topic differs.

TH641 Alexander Technique Directed Study
Hours 3
Private instruction in graduate level Alexander Technique. This course is designed to provide advanced, specialized work on movement re-education for the performer. Topics include, but are not limited to, alignment, balance, psychophysical coordination, and applied work.

Prerequisite(s): TH 540, or permission of the Instructor.
TH642 Teaching Acting  
Hours 3  
A course to provide practical experience in teaching and coaching actors, and developing methods and various approaches in teaching acting.

TH643 Teaching Practicum  
Hours 1-3  
A course covering the practical aspects of teaching, including syllabi preparation, course planning, and classroom experience.  
Prerequisite(s): Permission of the Instructor.

TH649 Probs Th Arts: Perform  
Hours 3  
Advanced theory and practical application of performance techniques.

TH658 Problems in Theatre Arts: Technology  
Hours 3  
This course provides study and studio work in aspects of theatre technology. The subject matter will include a variety of aspects of theatre technology including electronics and electricity, physics and motion, automation and programming, or other state-of-the-art techniques.

TH662 History of Directing  
Hours 3  
Historical development of directing theory and methodology since Saxe-Meiningen.

TH663 Graduate Directing Studio I  
Hours 3  
Advanced theory and practical application of directing techniques.  
Prerequisite(s): Permission of Instructor

TH664 Graduate Directing Studio II  
Hours 3  
Advanced theory and practical application of directing techniques.  
Prerequisite(s): Permission of Instructor

TH665 Graduate Directing Studio III  
Hours 3  
Advanced theory and practical application of directing techniques.  
Prerequisite(s): Permission of Instructor

TH669 Probs Th Arts: Directg  
Hours 1-3  
Advanced theory and practical application of directing techniques.  
Prerequisite(s): TH 575

TH670 Fundraising and Development for Arts Managers  
Hours 3  
Students will learn and subsequently apply the theories and practices to successfully acquire unearned revenue through annual and major gifts, corporate and foundation support, planned giving, capital campaigns and grant writing.

TH671 Leadership in the Arts  
Hours 3  
Students will develop and understanding of leadership theory and effective management practices and the ability to model and adapt their leadership, management styles and behaviors as situations change in arts organizations. Students will also develop perspective and coaching on how to apply the course materials to their current work situation and future work environment scenarios.

TH673 Financial Management in the Arts  
Hours 3  
There are two parts to this class. First, a study of the application and principles of microeconomics to the arts. The topics include supply, demand, cost, pricing, margin and the arts organization as a business entity. Second, the class will deal with the principles and practices of financial management applied to the arts enterprise. Analysis of financial statements and financial management function as it is applied to the arts will be examined.

TH674 Public Policy In Arts  
Hours 3  
A study of the history and manifestation of public arts policy in the United States, with emphasis placed on arts advocacy and public relations tactics and campaigns.

TH675 Business Legal Issues In Arts  
Hours 3  
An examination of legal requirements of nonprofit arts organizations, specifically addressing tax exemption, reporting of contributions, development considerations, and contemporary legal issues affecting artists.

TH676 Marketing The Arts  
Hours 3  
A study of contemporary marketing practices and how they are applied to the nonprofit arts organization. Special emphasis on marketing audits, forecasting, analysis, and campaigns.

TH677 The Singing Voice - Intermediate  
Hours 2  
This class is designed to further students’ understanding of basic concepts of vocal technique and musicianship through practical application. Students will discuss various topics related to singing and will further explore those topics through performance. Students will give four solo performances over the course of the semester per the schedule listed below.  
Prerequisite(s): TH 575

TH678 Board Relations and Planning in the Arts  
Hours 3  
This course is an in depth study of the role and impact of a board of directors and the planning process in the operation of an arts organization. Specific topics covered will include board and staff interaction, board duties and responsibilities, fundraising, governance models, the strategic planning process, parliamentary procedures, board committee structures and developing bylaws and articles of incorporation.  
Prerequisite(s): TH 570
Theatre, MFA

Admission Requirements

While the MFA degree has several areas of specialization, admission is granted in only one area. Admission to the MFA degree program in theatre requires satisfaction of all admission requirements as described in the Admission Criteria section of this catalog. (Note that no test scores are required.) Also required is an interview, including audition and/or portfolio review. Certain areas have specific admission requirements as noted below.

The MFA degree program requires specialization in one area of production. Students in the program must be admitted to one of the following areas of study: acting pedagogy, directing, costume design/production, scene design, theatre management, lighting design, and technical production.

Subject to approval by the department chairperson and the dean of the Graduate School, in specified programs, a maximum of 20 semester hours of graduate work may be transferred from another institution. These hours must be in theatre or in a closely allied subject, and they must contribute to the student’s educational objective. Should deficiencies in the student’s undergraduate program be perceived, appropriate undergraduate courses will be required. While these undergraduate courses may not be counted toward the graduate degree, they may be taken in addition to the maximum allowable number of graduate hours.

The MFA program is normally a three-year program. Students who hold the M.A. degree in theatre upon admission to the program may expect a shortened course of study, dependent upon faculty evaluation of the previous work. Students seeking such a shortened program must apply to have previous work evaluated. Normally, a two-year minimum residency is required for students with shortened programs.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

All students must follow Plan II (non-thesis) and complete 60 semester hours of graduate coursework for the degree. Continuation in the MFA degree program is contingent upon recommendation by the theatre faculty, following an annual review of the student’s academic and production work. Students may be placed on probation following the review; students placed on probation have one semester in which to reestablish good academic standing. Under no circumstances will a student be permitted to continue in the program on probation for more than one semester.

The Department of Theatre and Dance uses "contract advising, that requires each student in the department to develop a plan of study within six weeks of beginning the program, in conjunction with an assigned advisor from the student’s area of specialization. The plan of study must meet the minimum requirements of the Graduate School and the Department of Theatre and Dance, and have the approval of the assigned advisor. While each plan is developed individually, examples of typical curricula are available on request from the department. A student with a 5 FTE departmental assistantship cannot take more than 12 hours and no less than 6 hours of graduate work during a semester or more than 6 hours in each term of the summer session.

Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.
As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

**School of Music (MUS)**

The College of Education offers the MA, the Ed.S., the Ed.D., and the Ph.D. in Secondary Education (Music Education emphasis). Information concerning these degrees will be found in this catalog in the College of Education (p. 321) section.

- Majors
  - Music (DMA) (p. 276)
  - Music (MM) (p. 278)

[MUS501 Intro Grad Stdy In Mus]

Hours 3

An introduction to the basic bibliographic tools and research techniques in music. Offered fall semester.

[MUS502 Film Scoring]

Hours 3

A study of the art of scoring music for films. The course will examine aesthetics of film scoring and apply it in this course. Offered fall semester.

[MUS503 Advanced Counterpoint]

Hours 3

The analysis and writing of fugue, ground bass, variation, and canon. Offered spring semesters of even-numbered years.

[MUS504 Intro Structur Analysis]

Hours 3

Analysis of literature from the 18th through 20th centuries. Analysis focuses on harmonic and contrapuntal techniques, rudimentary linear reduction concepts, harmonic reduction, and form. Offered spring semester.

[MUS505 Studio Tech Arrang Orchestrn]

Hours 3

This course is an approach to arranging and orchestration in both jazz and commercial settings. The emphasis will be placed on writing for the studio orchestra, MIDI instrumentation, and vocal groups with a focus on the 4- to 6-piece group (jazz and commercial). Offered fall semester.
MUS510 Advanced Arranging
Hours 3
Study of current techniques in arranging, including use of symmetrical scales and chords, pedal points, polytonality and planing techniques. Offered spring semester.

MUS514 Tech Electronic Music II
Hours 3
Advanced analog recording, editing, and mixing techniques, sampling, and digital synthesizers. Offered spring semesters of even-numbered years.

MUS516 Problems In Mu Theory
Hours 3
Selected analytical topics in music theory presented in seminar. Offered spring semester and according to demand.

MUS517 Special Topics in Music Composition
Hours 3
Music students have no doubt heard many works of Handel, Vivaldi, and Bach. Their music is played all across the world in concert halls, movie theaters, living rooms, and fastfood chains. These works have given many people the most profound musical experiences of their lives, and they remain cultural landmarks. Baroque fugues especially amaze and fascinate us. As Alfred Mann puts it, "The term fugue...suggests...the most intricate expression of the complex language of Western music." As musicians, we are fortunate to be able to play and study this music and once we have studied it, we not only admire it but we begin to understand why it is so powerful. Counterpoint is a well-defined discipline with a long tradition that is central to the study of all music. By studying it, we not only reenact the activities of Baroque musicians (especially church organists, who had to be able to improvise chorale preludes and fugues) but also of later composers. The works of Mozart, Haydn, Beethoven, Mendelssohn, Schumann, Brahms, Schoenberg, Webern, and Hindemith would not be what they are without a solid grounding in Baroque counterpoint. (from Peter Schubert’s and Christoph Niedhöfer’s textbook, "Baroque Counterpoint," adapted).3.

MUS518 Schenkerian Analysis
Hours 3
Linear and graphic analytical and reductive techniques according to the theoretical constructs, practices, and examples of Heinrich Schenker. Offered fall semesters of odd-numbered years.

MUS519 Adv Composition I
Hours 3
Creation of large-scale musical compositions. Offered fall and spring semesters and on demand.

MUS520 Adv Composition II
Hours 3
Creation of large-scale musical compositions. Offered fall and spring semesters and on demand.

MUS527 Studies In Special Lit
Hours 3
Materials vary each semester. May be repeated for credit up to four semesters.

MUS531 Coll Teach Music High Ed
Hours 3
Developing competencies and understandings that will contribute to one’s becoming a more effective college music instructor. Offered in summer.

MUS532 Graduate Diction Review
Hours 3
This course is an intensive review of undergraduate diction designed for graduate students who did not perform adequately on the Diction Diagnostic examination at matriculation. A grade of no lower than C must be earned in this course if the student is to satisfy the requirement for mediation.

Prerequisite(s): In order to register for this course, the student must have been accepted into the MM or DMA program in Vocal Performance.

MUS533 Proseminar Symphonic Lit
Hours 3
Survey of the symphonic music repertoire, including the symphony, the symphonic poem, and the concert overture, via discussion and analysis of selected works.

MUS534 Renaissance Proseminar
Hours 3
An intensive study of the music, the composers, the diverse styles, genres, and techniques, the theoretical and aesthetic principles, and the performance practices associated with music of the Renaissance via reading, listening, and musical analysis.

MUS535 Baroque Proseminar
Hours 3
An intensive study of the music, the composers, the diverse styles, genres, and techniques, the theoretical and aesthetic principles, and the performance practices associated with Baroque music via reading, listening, and musical analysis.

MUS536 Prosem Opera History Lit
Hours 3
Survey of operatic styles from the 17th to the 20th centuries via discussion and analysis of selected works.

MUS537 Analy 20th Cent Music I
Hours 3
Detailed analysis of selected non-serial works of the 20th century. Offered fall semesters of odd-numbered years.

MUS538 Introduction to Atonal Theory
Hours 3
This course is aimed at advanced graduate students and is intended as an introduction to atonal music and to the theoretical literature which attempts to address that music.

MUS540 Pedagogy Of Theory
Hours 3
A study of teaching music theory to college undergraduates and the practical application of pedagogical principles in the classroom. Offered spring semesters of odd-numbered years.
MUS542 Graduate French Diction  
Hours 2  
Advanced study of French diction for singers, including IPA and practical application. Offered on demand.

MUS543 Graduate German Diction  
Hours 2  
Advanced study of German diction for singers, including IPA and practical application. Offered on demand.

MUS544 Graduate Italian Diction  
Hours 2  
Advanced study of Italian diction for singers, including IPA and practical application. Offered on demand.

MUS545 Graduate Vocal Pedagogy  
Hours 3  
A detailed study of the historical and contemporary methods of pedagogy, and analysis of pedagogical problems.

MUS546 Spanish Diction  
Hours 3  
This course entails the in-depth study and practice of Spanish lyric diction – its rules, exceptions, and special circumstances. Both Castilian and Latin American diction will be introduced.

Prerequisite(s): Students registering in this course should have had an undergraduate course in lyric singing diction and be familiar with the International Phonetic Alphabet.

MUS547 Russian Diction  
Hours 3  
This course entails the in-depth study and practice of Russian lyric diction – its rules, exceptions, and special circumstances.

Prerequisite(s): Students registering in this course should have had an undergraduate course in lyric singing diction and be familiar with the International Phonetic Alphabet.

MUS549 Proseminar In Jazz  
Hours 3  
A study of jazz history and performance practices as applied to the performing musician and educator via transcription, analysis and research. Offered spring semester.

MUS550 Prosem Music Classical Era  
Hours 3  
An intensive study of the music, the composers, the diverse styles and techniques, the theoretical and aesthetic principles, and the performance practices associated with music composed after 1900 via reading, listening, and musical analysis.

MUS552 Directed Studies Piano  
Hours 1-3  
Independent research projects in piano pedagogy. Offered each semester.

MUS553 Prosem Music Romantic Pd  
Hours 3  
An intensive study of the music, the composers, the diverse styles and techniques, the theoretical and aesthetic principles, and the performance practices associated with music of the 19th century via reading, listening, and musical analysis.

MUS554 Proseminar In Jazz  
Hours 3  
A study of jazz history and performance practices as applied to the performing musician and educator via transcription, analysis and research. Offered spring semester.

MUS555 Spec Topics Musicology  
Hours 3  
Advanced study of a selected topic in musicology. Offered on demand.

MUS558 Prosemic Music 20th Century  
Hours 3  
An intensive study of the music, the composers, the diverse styles and techniques, the theoretical and aesthetic principles, and the performance practices associated with music composed after 1900 via reading, listening, and musical analysis.

MUS561 Hy Wind Band Trad Lit  
Hours 3  
A comprehensive study of band history from the Renaissance to the present, together with a survey of early and traditional wind works of Mozart, Mendelssohn, Berlioz, Holst, Grainger, Poulenc and others. Offered fall semesters and during the first summer terms of even-numbered years.

MUS562 Contemp Wind Ensemle Lit  
Hours 3  
A detailed examination of wind ensemble literature since 1950, with emphasis on performance analysis and conducting techniques in the works of Schuller, Hindemith, Persichetti, Schwantner, Penderecki, Bassett, Krenek and others. Offered spring semesters and during the first summer terms of odd-numbered years.

MUS563 Projects In Wind Music  
Hours 3  
A survey of rehearsal techniques and studies in wind performance practices and transcription. Offered fall and spring semesters and during the first summer term.

MUS564 Wind Ensemble Pract I  
Hours 2  
Students are required to participate as conducting assistants and, if assigned, as performers in an instrumental ensemble. Offered fall semester.

MUS565 Wind Ensemble Pract II  
Hours 2  
Continuation of Wind Ensemble Practicum I. Offered spring semester.

MUS568 Sem Wind Lit-Chambr Form  
Hours 2  
An analytical survey of the content and performance practices of selected wind ensemble literature for chamber groups.

MUS571 Choral Literature 1450-1750  
Hours 2  
An in-depth survey of choral literature up to 1750. Offered spring semesters of odd-numbered years.
MUS572 Choral Lit 1750-Present
Hours 2
In-depth survey of choral literature since 1750. Offered spring semesters of even-numbered years.

MUS574 Graduate Vocal Literature I
Hours 3
In-depth survey of the performance criteria and historical significance of solo vocal literature of the United States, British Isles, Germany, Austria, France, Italy, Spain, and Central/South American. Offered in Alternate years.

Prerequisite(s): MUS 474 and MUS 475

MUS577 Adv Organ Literature I
Hours 3
A survey of the literature of the organ from the 15th to the 18th centuries. Offered fall semesters of even-numbered years.

MUS578 Adv Organ Literature II
Hours 3
A survey of the literature of the organ from the 18th century to the present. Offered spring semesters of odd-numbered years.

MUS581 Liturgy Arts Worship Practices
Hours 2
A study of the relationship between liturgy, music, and other related arts, both in history and current practice.

MUS582 Hymnody
Hours 2
A study of the history and structure of hymn texts and music with special emphasis on the 20th and 21st centuries.

MUS583 Church Music Practicum
Hours 1
A course intended to introduce basic materials and to review and develop service playing skills and interpersonal skills needed by church musicians. Special emphasis given to the accompaniment of choral works, the conducting of those works from the organ console, and improvisation.

MUS591 Readings in Music History
Hours 3
Readings in Music History.

MUS592 Adv Choral Conducting
Hours 3
Representative literature from all periods is studied and conducted. Conducting techniques, rehearsal and vocal techniques, diction, performance practice, and score analysis are emphasized. Offered each semester. May be repeated for credit with varied repertoire.

MUS594 Adv Instrumental Conduct
Hours 3
Baton technique, score reading, analysis, interpretation, rehearsal techniques and instrumental problems in a few selected scores. Offered spring semester.

MUS595 Graduate Theory Review
Hours 3
Intensive review of freshman and sophomore music theory designed for graduate students who do not perform adequately on the Music Theory diagnostic examination at matriculation.

MUS596 Comprehensive Examination
Hours 0
All master of music students are required to register for this course at the beginning of the semester during which they take the comprehensive examination. A grade will be determined entirely by an assessment of the student’s performance on the comprehensive examination and will either be pass or fail. The course may be repeated once and must be passed if the student is to graduate.

MUS597 Oral Examination
Hours 0
All master of music students are required to register for this course at the beginning of the semester during which they take the oral examination. A grade will be determined entirely by an assessment of the student’s performance on the oral examination and will either be pass or fail. The course may be repeated once and must be passed if the student is to graduate.

MUS598 Non-Thesis Research
Hours 1-12
No description available

MUS599 Thesis Research
Hours 1-6
No description available

MUS608 Structur Analysis III
Hours 3
Application of Schenkerian methodologies to large-scale tonal works. Offered spring semesters of even-numbered years.

MUS609 Serialism
Hours 3
This course is designed for advanced graduate students and is intended as an introduction to serial music and to the theoretical literature which attempts to address that music.

Prerequisite(s): MUS 538 or permission of the instructor

MUS615 Sp Top Music/Ethnomusic
Hours 3
Advanced study of a selected topic in musicology or ethnomusicology.

MUS619 Adv Composition III
Hours 4
No description available

MUS620 Adv Composition IV
Hours 4
No description available
MUS622 Sem Medieval Renaiss Mus
Hours 3
An intensive study of a specific topic associated with Medieval and/or Renaissance music. Topic varies.

MUS625 Seminar Romantic Music
Hours 3

MUS626 Sem Twentieth Cent Music
Hours 3
An intensive study of a specific topic associated with music written in the 20th century. Topic varies.

MUS642 Vocal Pedagogy
Hours 3
An analytical survey of voice teaching with emphasis on practical application. Offered on demand.

MUS643 Brass Wind/Strg Pedagogy
Hours 3
Intended to teach doctoral students how to be successful in applied studio teaching at the collegiate and preparatory level. The focus of the course will be specific relative to the student's major instrument. Offered each semester.

MUS650 Wind Conduct Pedagogy
Hours 3
A practical and theoretical study of conducting instruction.

MUS651 Choral Conduct Pedagogy
Hours 3
A practical and theoretical study of conducting instruction.

MUS652 Special Topics Vocal Lit I
Hours 3
In-depth survey of the performance criteria and historical significance of selected repertoire from the solo vocal literature.
Prerequisite(s): MUS 474 and MUS 475

MUS653 Special Topics - Vocal Lit I
Hours 3
Students will acquire a basic working knowledge of standard solo art song by composers from Great Britain and France.

MUS668 Seminar in Wind Literature Chamber Forms
Hours 2
Chamber Wind Ensembles are small groups of wind players/percussion/keyboard musicians (usually less than twenty) in which only one musician is playing each part. Sometime these ensembles utilize a conductor while other times they do not. MUS 668 is an in-depth look at several of the most significant pieces from the vast quantity of repertoire written for chamber wind ensembles. The works to be studied were selected based on: the works intrinsic value, an effort to include representative works by historical period, an effort to include representative works by instrumentation, an effort to include representative works by country and the instructor's firsthand knowledge of the works through performance.

MUS669 Seminar in Wind Literature Large Forms
Hours 2
The Seminar in Wind Literature, Large Forms, focuses on a particular genre, composer or style period within the wind band repertoire. The seminar for Spring 2014 will explore the music of David Maslanka. Mr. Maslanka is considered to be one of the most significant composer of wind music over the later portion of the 20th century to the present. The works to be studied were selected based on: an effort to include a representative sample of Maslanka's complete catalogue, an effort to include representative types of his works (e.g. concerti, symphonies, etc.), an effort to include the works considered to be most significant, and the works intrinsic value.

MUS674 Topics Choral Literature
Hours 2
A thorough analysis and historical study of the repertoire for the lecture recital. May be repeated for credit.

MUS677 Topics In Organ Lit
Hours 3
In-depth study of the organ literature of a specific period, its content and performance practice related to the organs of the period, and the performance of the literature. Offered each semester. May be repeated for credit if literature varies.

MUS692 Adv Choral Conducting
Hours 3
Advanced conducting techniques, score analysis and preparation, performance practice and interpretation, rehearsal, and vocal techniques and diction.

MUS694 Adv Wind Conducting
Hours 3
Advanced baton technique, score reading, interpretation, rehearsal techniques and instrumental problems in selected scores.

MUS696 Comprehensive Examination
Hours 0
All doctor of musical arts students are required to register for this course at the beginning of the semester during which they take the comprehensive examination. A grade will be determined entirely by an assessment of the student's performance on the comprehensive examination and will either be pass or fail. The course may be repeated once and must be passed if the student is to graduate.

MUS697 Oral Examination
Hours 0
All doctor of musical arts students are required to register for this course at the beginning of the semester during which they take the oral examination. A grade will be determined entirely by an assessment of the student's performance on the oral examination and will either be pass or fail. The course may be repeated once and must be passed if the student is to graduate.

MUS698 Non-Dissertation Research
Hours 1-3
No description available.
MUS699 Document Research  
Hours 1-12  
Research toward and writing of the DMA written document.

Faculty  
Director  
Charles G. Snead  
Professor  
Charles G. Snead  

Music, DMA  

Admission Requirements  
The student's Plan of Study for the DMA degree must be approved by the School of Music and the Graduate School by the time the student completes 30 graduate semester hours of UA and/or transfer course work.

The master of music degree is required from The University of Alabama or the equivalent from another accredited institution. The MM equivalent must include recitals and/or major creative work, as appropriate.

In the performance areas, an audition at the MM level that includes at least 15-20 minutes of performance time is required. It must include representative works drawn from a variety of historical periods. In composition, scores and recordings of original works, together with evidence of public performances, must be submitted.

Diagnostic entrance examinations are required in music history/literature, music theory, and writing skills. Any required course or other work specified as a result of deficiencies revealed in these examinations must be removed by the end of the first Fall semester after matriculation. A schedule of remediation will be determined by appropriate faculty and the director of graduate studies in music and may include enrollment in MUS 595 Graduate Theory Review, MUS 591 Readings in Music History, or MUS 510 Advanced Arranging. Students may not earn graduate credit in theory or history until all deficiencies in the respective areas have been removed.

See the Admission Criteria section of this catalog for more information.

Degree Requirements  

For the DMA Degree  
Course distribution (hours required beyond the MM degree).  
Major area: 20–25 hours, including document (see below for description)  
Theory/music history: 18 hours (minimum of 9 in each area)  
Pedagogy: 3–6 hours  
Electives: 7 hours  

Recital requirements  
In performance, a minimum of three recitals are required. In conducting there is a requirement for a minimum of three concerts, one of which must be a lecture-recital. In composition, the requirement includes a full recital, or equivalent in length, of music written at the DMA level, exclusive of work done on the document.

Advisory Committee  
A committee shall be appointed to supervise the student's program and progress toward the degree. The constitution of the committee is described in the Graduate Handbook of the School of Music.

Written comprehensive examinations  
All students must pass written comprehensive examinations in the major area. No student may attempt the written comprehensive examination sooner than the first Fall or Spring semester after successful completion of all required MUS courses. A description of the written comprehensive examinations is included in the Graduate Handbook of the School of Music.

Document  
In performance, choral conducting, and wind conducting, a final project that includes a research and writing component is required. The subject, content, and length of the project must be approved by the student's advisory committee. The School of Music offers options for the format of the final project; these are described in detail in the School of Music's Graduate Handbook (available on the School of Music's website) under "DMA Curriculum Outlines." In composition, there must be a large original work in an unspecified medium, in addition to and distinct from any work done for degree credit in the DMA program. Every project is subject to approval by the student's advisory committee. Work is supervised by the major teacher and the student's advisory committee.

Public lecture  
In performance and composition, there is a required 50-minute lecture demonstrating the candidate's ability to communicate about the area of specialization.

Language requirement  
There is no specific language requirement for the DMA. Depending on the student's academic program, the advisory committee may require proficiency in a foreign language.

Residency requirement  
A minimum of two consecutive, full-time academic semesters must be spent in residence at the University; one may consist of a full summer, if approved by the advisory committee. A minimum of 18 semester hours must be earned in residence. Only degree credit may be counted toward the 18 hours.

Individual area degree outlines  
Complete descriptions of the program in each area of specialization for the DMA are contained in the Graduate Handbook of the School of Music; this may be secured by contacting the director of graduate studies in music or may be viewed on the School of Music Web page.

Master's Degrees  
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements  
Two plans are offered for the master's degree:  
Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.  
Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone
experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field. In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

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With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format
Article Style.
At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

Journal Format.
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Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances merit ing approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

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Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accounting, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Music, MM
Requirements for Admission
All courses of graduate music study must meet the general requirements of the Graduate School as given in the Admission Criteria section of this catalog.

See the Admission Criteria section of this catalog for more information.

In addition, the School of Music imposes the following special requirements:

The bachelor of music degree in the chosen field of study from The University of Alabama or the equivalent from another accredited institution.

In special cases, a student holding the bachelor’s degree but without a formal major in the chosen field may be admitted by examination. All students must take examinations in music history and music theory prior to initial registration. Any required courses or other work specified as a result of deficiencies revealed in these examinations must be completed by the end of the first Fall semester after matriculation. A schedule of remediation will be determined by appropriate faculty and the director of graduate studies in music and may include enrollment in MUS 595 Graduate Theory Review and/or MUS 591 Readings in Music.
History. Students may not earn graduate credit in theory and history until all deficiencies in the respective areas have been removed. Any deficiencies revealed by analysis of undergraduate transcripts prior to enrollment must be removed within one year of initial enrollment. Information about the entrance examinations may be obtained from the director of graduate studies in music.

Individual Area Requirements

Performance
An audition on the major instrument. A complete repertoire list must be submitted, noting those works prepared for the audition.

Voice
The demonstration of a satisfactory vocal technique in the classical style, and satisfactory singing diction and comprehension in French, German, Italian and English.

Composition
Submission of a group of original works, including at least one in large form.

Theory
Submission of examples of work that illustrate analytical and writing skills. Students must have a reading knowledge of a foreign language (usually German, French, or Italian). Those who do not have this skill at matriculation will be required to remove the deficiency, through the completion of appropriate language courses or by examination, before they are admitted to candidacy.

Musicology
Submission of work that illustrates research and writing skills. Students must have a reading knowledge of a foreign language (usually German, French, or Italian). Those who do not have this skill at matriculation will be required to remove the deficiency, through the completion of appropriate language courses or by examination, before they are admitted to candidacy.

Conducting
An audition with a University ensemble. Two major works, in contrasting styles, must be conducted. Ear training and sight-singing proficiency must be demonstrated.

Degree Requirements

These differ with the area of specialization; a complete outline of requirements in each field is contained in the Graduate Handbook of the School of Music, which may be secured from the director of graduate studies in music or may be viewed on the School of Music Web page.

Concentrations in musicology, theory, and composition follow Plan I, require a written thesis. A composition student is required to present a recital of original compositions in addition to the thesis. Concentrations in performance, choral conducting, wind conducting, and church music, follow Plan II, which does not require a written thesis but which does require additional course hours and a recital. Concentrations in musicology and theory require a public lecture.

All MM degrees require at least 12 hours in graduate courses in music history and music theory, with at least 6 hours in each. MUS 501 Intro Grad Stdy In Mus must be taken in the first fall semester of enrollment.

MM students under Plan I (thesis) must pass written comprehensive examinations in theory, history, and the major area. A description of the written comprehensive examinations is included in the Graduate Handbook of the School of Music. MM students under Plan II (non-thesis) are required to take an oral examination.

All students must pass an oral examination. For students under Plan I, the oral examination will be a defense of the thesis. For students under Plan II, the oral examination will be based on the student’s coursework in the MM program and will determine the student’s ability to articulate a broader perspective derived from that study. For students following Plan II, the oral examination is the final step in the completion of the degree and is administered only after all other requirements have been completed.

A minimum of 33 semester hours of graduate work is required to complete any MM degree.

Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field. In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.
Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

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Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

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Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

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- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EDS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

College of Communication and Information Sciences

Department of Advertising and Public Relations (p. 288)
Department of Communication Studies (p. 292)
Department of Journalism Creative Media (p. 297)
School of Library and Information Studies (p. 302)
Communication Information Sciences (CIS), Ph.D. (p. 310)

Program Administration
The graduate programs in the College of Communication and Information Sciences are administered by the associate dean for graduate studies, by various administrative divisions within the College, and by the Graduate School. The college has one PhD degree program (p. 310). It is an interdisciplinary program that draws on all subdivisions of the College and is administered by the associate dean for graduate studies and by the graduate studies committee. The master of arts degree programs are administered by the associate dean, by divisional or department heads, and by department program directors.

All curricula offered by the College of Communication and Information Sciences have been accredited by regional associations. The undergraduate programs in the College are accredited by the Accrediting Council on Education in Journalism and Mass Communication.

General Requirements for the MA Degree
In consultation with an advisor, the student selects a graduate major in one of the academic departments of the College. There are two options that students may choose for pursuing the master of arts degree.

Plan I, master’s thesis
The student’s curricular and research interests culminate in the completion of a traditional master’s thesis. Students must take a minimum of 30 hours of approved graduate courses, of which 6 are specifically for the thesis. See departmental sections below for required and recommended courses.

Plan II, nonthesis option
Students must take a minimum of 30 hours of approved graduate courses. See departmental sections below for the specific nature of this option and its requirements.

Regardless of the option selected, each student must satisfy the following requirements:

- MC 550 Research Methods or department-approved equivalent
• MC 551 Sem Communication Theory or department-approved equivalent
• Written comprehensive examination or equivalent, as specified by the student’s departmental committee
• Final oral examination or equivalent, as specified by the student’s departmental committee

Master's Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master’s degree:

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Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

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Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program.

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Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
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video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

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A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed.

All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meritng approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

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The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master's Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.
Admission Requirements

Graduate students in the College of Communication and Information Sciences must meet the admission requirements of the Graduate School (see Admission Criteria) of The University of Alabama. Word processing proficiency is required in all writing and editing courses offered by the communication areas of the College (advertising/public relations, journalism and telecommunication and film). Word processing proficiency is not a requirement for communication studies courses.

See the Admission Criteria section of this catalog for more information.

Each applicant must submit test scores from either the Graduate Record Examination general test or the Miller Analogies Test in support of the application. The Department of Advertising and Public Relations does not accept the Miller Analogies Test.

Applications for the fall semester should be submitted to the Graduate School by April 1. Applications for the spring semester should be submitted by November 1.

Admission into the Doctoral program with a BA Degree

Those who wish to apply for admission directly into the college-wide doctoral program after completing a BA must have majored in Communication and Information Sciences, must have shown superior aptitude at the undergraduate level, and must meet the Graduate School’s normal requirements for admission at the doctoral level. Qualified students begin this graduate coursework within a specific master of arts degree program of the College and complete their graduate degree as College-wide doctoral candidates.

- To be admitted directly into the doctoral program, one must satisfy the following requirements:
- Hold regular admission status for a specific college MA program and for admission into the PHD program
- Submit a statement of purpose indicating interest and commitment in graduate work through the doctoral level
- Successfully pass a comprehensive qualifying exam, upon completing 24 hours of graduate coursework for continuing with the doctoral degree
- Earn a certificate of completion, or equivalent, for the MA program, whereupon admission into the doctoral program becomes official

Admission Requirements for the PhD Program

Applicants to the doctoral program must meet the admission requirements of the Graduate School (see Admission Criteria) of The University of Alabama and those stated below.

See the Admission Criteria section of this catalog for more information.

Consideration for acceptance is based on having met these requirements, and on evidence of the capacity for success in communication studies at the doctoral level, in the form of clarity of expression and goals in the statement of purpose; letters from professors who can attest to an applicant’s potential for doctoral-level work; record of prior academic study (including the nature and academic standing of courses of study already completed and grades earned); satisfactory scores on the Graduate Record Examination; and other information that may illustrate ability, maturity, commitment, and sense of purpose or that may otherwise indicate an applicant’s potential to complete doctoral studies.

Normally, an applicant will have completed requirements for a master’s degree in the communication field or in library and information studies. Consideration will be given to individuals with advanced degrees in other fields if they can make clear cases showing how their previous graduate work would apply to doctoral study in communication and information sciences. Admission for study in master’s degree programs offered in the College of Communication and Information Sciences does not imply eligibility to work toward the doctoral degree. Admission to doctoral study in the College of Communication and Information Sciences requires completion of a separate application through the Graduate School. An applicant whose credentials meet the following minimum requirements may be considered for admission to the PhD program in communication:

- an undergraduate grade point average of 3.0 or higher overall (based on a 4.0 system) or a 3.0 or higher average for the last 60 semester hours of undergraduate study, and a graduate-level grade point average of at least 3.0
- a combined score of 1100 on the verbal and quantitative portions of the Graduate Record Examination general test, with no less than 400 on either the verbal or quantitative portion of the examination, and 4.5 on the written portion of the GRE

Foreign applicants must score at least 600 on the Test of English as a Foreign Language (TOEFL) to be considered for admission.

An applicant who does not meet these requirements may be considered for permission-to-continue admission to the program if the following conditions are satisfied: an undergraduate grade point average of at least 3.0 overall (based on a 4.0 system) and a combined score of 1000 or higher on the verbal and quantitative portions of the Graduate Record Examination general test, with no less than 400 on either the verbal or quantitative portion of the examination. A student admitted to the program on a permission-to-continue basis removes the condition by earning a grade point average of 3.0 or better during the first 12 semester hours of graduate work attempted after admission to the doctoral program, and by satisfying any other conditions specified by the College of Communication and Information Sciences Graduate Studies Council. If the 12 hours are completed in a term in which the total credits exceed 12, the evaluation is made on the basis of all graduate work completed at the end of that term of enrollment.

A student who removes the permission-to-continue condition immediately assumes the status of a regularly admitted graduate student. Failure to remove the condition within the first 12 hours of graduate work will result in the student’s dismissal from the program. No student will be admitted to the program on any basis other than the two described above (regular and permission-to-continue admission to the PhD program in communication and information sciences).

Admission of a foreign student to the program may be contingent upon the successful completion of specified coursework in the English language offered by the English Language Institute of The University of Alabama. In such cases, the criteria for successful completion include earning at least a “B” grade in each course. Stipulated courses in the English Language Institute must be completed before the student is permitted to begin a course of study in the doctoral program.

Students who are admitted contingent upon the completion of preliminary courses specified by the Admissions Committee must complete these prerequisites during the first semester of study in the program if at all possible. Students will not be permitted to continue beyond the second semester of enrollment without having successfully
completed the prescribed prerequisites. The prerequisite courses do not carry graduate credit.

The student's advisor and/or Program Advisory Committee may also recommend specific, preliminary, noncredit coursework to be completed during the first or second semester of study if deficiencies in a specific area are determined. These requirements must be approved by the associate dean for graduate studies of the College of Communication and Information Sciences.

See the Admission Criteria section of this catalog for more information.

**Financial Aid**

All divisions of the College of Communication and Information Sciences offer a limited number of graduate assistantships to qualified students. The assistantships are awarded on a competitive basis to individuals who can best aid the institution in achieving its research and instructional missions. Students interested in graduate assistantships should apply to the appropriate departments by November 1 for spring semester applications and by April 1 for fall semester applications. Some deadlines vary by departments, so be sure to check with specific department regarding their deadlines. February 15 is the recommended deadline for PhD program applicants who hope to be awarded assistantships, although applications are accepted through April 1. Other financial aid available from the University is described elsewhere in this catalog.

**Educational Objectives**

The educational objectives of these graduate programs are as follows: **Teaching**

Provide students with the knowledge, skills, understanding, and diverse technologies to meet the changing informational and cultural needs of diverse populations and organizations. Foster leadership skills and abilities in all students, provide opportunities within the program for students with leadership potential to exercise their abilities, and encourage students as graduates to seek out and assume leadership roles. Improve and develop students’ critical and conceptual thinking skills.

**Research and creative activity**

Augment and advance knowledge through basic research and improve professional practice through systematic inquiry into its nature, standards, and principles.

**Service**

Apply the insights and knowledge gained through research and instruction in service to public- and private-sector organizations.

See the online Graduate Catalog for specific information on admission criteria and degree requirements.

See the Admission Criteria section of this catalog for more information.

**CIS600 Proseminar In Pedagogy**

Hours 1

This course is part of the orientation for all students in the Ph.D. program. It must be taken during the second semester of study. It introduces the students to teaching techniques in communication and information studies.

**CIS602 Colloquium Comm Info Science**

Hours 1

The course is part of orientation for all students in the PhD program. It must be taken during the third semester of study. The course is designed to allow doctoral students to learn about research being conducted within the College and to make formal presentations of their own research.

**CIS603 Communication Research Methods**

Hours 3

The course is a PhD core requirement. Topics are a survey of quantitative and qualitative methods in communication and information sciences. The course provides detailed study of research methods appropriate to the PhD specializations.

**CIS604 Mass Communication Theory**

Hours 3

This course is a PhD core requirement for students specializing in mass communication. The course is a survey of the development of theories of mass communication and provides a detailed study of the theoretical foundation of each student’s specialization.

**CIS605 Cultural Critic Rhetoric Theory**

Hours 3

This is a PhD core requirement for students specializing in Cultural, Critical and Rhetorical studies. The course is a survey of the development of theory development in these areas.

**CIS606 Knowledge & Information Theory**

Hours 3

This is a PhD core requirement for students specializing in Information Studies. The course is a survey of theoretical developments in the study of knowledge and information.

**CIS607 Theory Constructn Epistemology**

Hours 3

This course is designed to provide detailed study of the philosophical foundations of theory construction and current issues in theories of the nature of knowledge.

**CIS608 Qualitative Research Methods**

Hours 3

This course is an introduction to qualitative research methods in communication, yet with a doctoral level of sophistication and expectations. The aim is to introduce students to all primary forms of qualitative methodologies from a social science perspective; however, each method or approach described could easily be the subject of a course itself.
CIS609 Humanistic Research Methods
Hours 3

Founded on a logical conceptualization of knowledge creation, this course surveys eight modes of knowing in the humanities: philological interpretation, phenomenological interpretation, explanatory history, narrative history, aesthetic/technical criticism, cultural criticism, theoretical analysis, and theoretical synthesis. Treatment of modes includes investigation of theories and examination of applications. The course is designed to support disciplinary research and publication by participants.

CIS610 Foundations of Doctoral Study in Communication & Information Sciences
Hours 3

The course socializes students into CCIS including development of familiarity with some faculty members, their professional lives, teaching specialties, research interests, and service involvements. In turn, the course socializes students into the broader context of academe. Through an introduction and overview of the tri-partite stool of academe, students become familiar with the norms of doctoral life. Students are encouraged to explore their own unique approach to the pillars of research, teaching, and service in the context of their area of expertise. The course focuses on the structures and challenges of research, teaching, and service with practical engagement in each pillar allowing for reflective engagement. Initiative, creativity, and active engagement in the class and with its core ideas are expected and rewarded.

CIS620 Adv Matl Prog For Youth
Hours 3

Special topics in materials, programs, and services for children and young adults. May be taken more than once.

CIS621 Intercultural Perspective in Youth Literature
Hours 3

Addresses cultural stereotypes and issues surrounding cultural authenticity in children’s and young adult literature, and suggests how librarians / educators can help children use literature to make intercultural connections with youth from diverse cultural backgrounds. Provides opportunities to explore diverse perspectives and theories related to selecting, analyzing, and interpreting international and multicultural literature for youth.

CIS650 Seminar Mass Communicatn
Hours 3

Topics vary but may be research in broadcast news, libel and privacy, communication management, organizational communication, international communication, or another area appropriate for advanced study and original research. Emphasis is on specific topics outside the main topic areas, but the course supports the PhD specializations and coincides with the research needs of students and the expertise of the directing faculty member. Depending on the interests of participants and on the topic of the seminar, students may conduct research individually or may work together on research projects. May be repeated.

CIS652 Sem Culture Criti Rhetor Stdy
Hours 3

The examination of a wide range of mediated texts through the intersecting perspectives of cultural, critical and rhetorical analysis.

CIS653 Descriptive Bibliography
Hours 3

Examines the intellectual objectives served by descriptive bibliographies and introduces the methods and problems of bibliographical description of printed books of the hand- and machine-press periods. Emphasis is on the examination and historical analysis of books as physical objects. Primarily for students interested in the history of books, special collections, rare book cataloging, and humanities reference work.

CIS654 Print Culture And Society
Hours 3

Examines the book as a cultural artifact and explores the impact of print culture on communication and knowledge/information production in Europe and the United States. Topics include orality and literacy, reading, authorship, copyright, markets and distribution, and the future of books in a digital age.

CIS655 Book Artifact Materialty Text
Hours 3

Examines the book as a physical artifact, as the material embodiment of text. Topics include the transitions between hand production and mechanical production, methods of bookmaking, printers and publishers, the alphabetic code, paratext, letterforms and typography, paper, page formats and layouts, illustrations, bindings, and other semiotic systems and bibliographic signifiers, as well as the purpose of the book with special emphasis on the relationships between meaning and physical form and the complex conventions of the book.

CIS656 Electronic and Contemporary Publishing
Hours 3

Focuses on both scholarly and commercial networked digital publishing within the context of the information cycle and information chain from the vantages of contemporary publishing and communication. The course is concerned with the numerous and varied problems/ opportunities of electronic publishing and the accompanying paradigm shifts.

CIS658 American Literary Small Press
Hours 3

Explores little magazine, small press and similiar issues in publishing, and covers US publishing in this area from colonial times to the present.

CIS665 Comm Message Analysis
Hours 3

Study and analysis of the development and management of communication institutions and their place in society. May be repeated.

CIS667 Persuasive Communication
Hours 3

Study and analysis of the persuasive function of communication through theoretical and/or strategic approaches. May be repeated.

CIS669 Visual Communication
Hours 3

Study and analysis of visual communication in its various forms, intended uses, and potential effects. May be repeated.

CIS671 Public Opinion
Hours 3

Study and analysis of the formation and expression of public opinion and its relation to communication. May be repeated.
CIS672 Media History
Hours 3
Historical investigations of communication through descriptive, evaluative, critical, and/or archival approaches. May be repeated.

CIS697 Directed Research
Hours 1-3
Original research not related to the dissertation, conducted under the direction of graduate faculty member.

CIS698 Independent Research
Hours 1-3
Study of a topic in librarianship under faculty direction. Not part of dissertation research.

CIS699 Dissertation Research
Hours 1-12
No description available

MC501 Mass Media Law Regulation
Hours 3
A study of the laws affecting the media, decisions, and case histories that act as guides for the media. Independent readings and papers are required.

MC513 Communication/Diversity
Hours 3
Study and analysis of issues of diversity as they relate to groups in society and in communication fields. Emphasis is on the media's treatment of various groups in society.

MC517 Mass Communication and Public Opinion
Hours 3
Nature, development, formation, and distribution of politically relevant attitudes and opinions; role of leadership, persuasion, and communication in opinion-policy process. Emphasis on the role of the media in the formation of public opinion and on how the media are influenced in turn by public opinion.

Prerequisite(s): There are no specific course prerequisites, but graduate status or consent of instructor is required.

Prerequisite(s) with concurrency: None

MC550 Research Methods
Hours 3
A survey of qualitative and quantitative methods in communication research.

MC551 Sem Communication Theory
Hours 3
A study of the development of selected theories of communication as they pertain to interpersonal, public, and mass communication.

MC595 Special Topics
Hours 3
Special topics in mass communication theory and research. May be repeated.

Faculty
Associate Dean
William Evans

Professors
Cory Armstrong
Beth S. Bennett
Andrew C. Billings
Kimberly L. Bissell
Matthew D. Bunker
Jeremy G. Butler
Robert N. Gaines
William J. Gonzenbach
Karla K. Gower
Jennifer D. Greer
Margot O. Lamme
Wilson H. Lowrey
Steve K. Miller
Mark D. Nelson
Joseph E. Phelps
Ann E. Prentice
Shuhua Zhou

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Laurie Bonnici
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George L. Daniels
Anna Embree
Glenn Griffin
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Lu Tang
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Jeffrey Weddle

Assistant professors
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Kenon Brown  
William Sim Butler  
Darrin Griffin  
Elliott T. Panek  
M. Scott Parrott  
Joshua R. Pederson  
Robert B. Riter  
Miriam E. Sweeney  
Other faculty  
Alexa Chilcutt

Department of Advertising and Public Relations

The master of arts programs in advertising and public relations are intended for those who wish to acquire advanced understanding of and skills in the development of highly effective persuasive communication. The programs focus on prevailing communication theories, current research finding and advanced practical techniques. The faculty seeks to educate highly competent, focused students who will be recognized for their leadership qualities: the ability to discern issues both in the practice of their profession and in their role in society; the ability to develop and execute successful communication programs; and the ability to lead others effectively.

Two programs are offered:
1. a two-year thesis program with specialization in advertising or public relations (Plan I)
2. a one-year professional program combining advertising and public relations (Plan II)

- Majors
  - Advertising and Public Relations (MA) (p. 289)

[object Object]

APR522 Advertising Media
Hours 3
Development of media objectives, strategies, and budgets and implementation of media plans for advertising and public relations. Each student prepares and presents a media plan.

APR550 Adv/Pub Rel Comm Res Methods
Hours 3
A survey of qualitative and quantitative methods in communication research.

APR551 Adv/Pub Rel Comm Theory
Hours 3
A study of the development of selected mass communication theories as related to advertising and public relations.

APR570 Contemporary Apr
Hours 3
An advanced survey of the academic and professional literature underlying the contemporary practice of advertising and public relations.

APR572 Persuasive Communication
Hours 3
The practice of creating, writing, editing, and producing persuasive communication for advertising and public relations. Writing skills are exercised extensively in this course.

APR582 APR Management
Hours 3
Problems and decision-making processes involved in the management of advertising and public relations programs and organizations.

APR583 Research Applications APR
Hours 3
Application of research methods and procedures for problem solving and impact assessment in advertising and public relations programs.

APR590 Special Topics
Hours 3
The practice of developing ideas and creative strategies for professional evaluations about design and its application. Each student prepares a portfolio.

APR592 Integrated Communication Project
Hours 3
A message-oriented course. Students conceptualize and execute integrated communication programs. Topics vary.

APR596 Independent Study Research
Hours 1-3
No description available.

APR597 Communication Workshop I
Hours 3
Research to develop an advertising and public relations campaign for a specific organization. This is the preparation stage for the major case study prepared by the student in APR 598.

APR598 Communication Workshop II
Hours 3
Development and presentation of a complete advertising and public relations plan and proposal for the specific organization studied in APR 597. Integration of theory, concepts, and techniques in a complete communication program.

APR599 Thesis Research
Hours 1-12
No description available.

Faculty
Chair
Joseph Phelps
Professor
Joseph Phelps
Advertising and Public Relations, MA

Admission Requirements

Admission to graduate work in advertising and public relations requires a 3.0 or higher undergraduate grade point average (on a 4.0 scale) and a combined score of at least 1000 on the verbal and quantitative portions of the Graduate Record Examination general test. The department also accepts the Graduate Management Admissions Test with prior approval. International students are required to obtain scores of 600 or better on the centrally administered version of the Test of English as a Foreign Language (TOEFL). Required supporting materials include a statement of career objectives and three letters of reference (at least two from academic sources).

The deadline for all application materials to have arrived at the department is March 1. This is an earlier deadline than those established by the Graduate School and most other departments at the University of Alabama.

Conditional admission sometimes may be granted for a student who falls below the minimum grade point average or test score requirements. Students admitted conditionally must earn at least a 3.0 grade point average for their first 12 credit hours.

Each student’s progress will be guided by an academic advisor or by the departmental director of graduate studies. Students in each program must maintain minimum grade point averages of 3.0 and may receive no more than two “C” grades to be eligible to continue.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Plan I, the Two-Year Research Program

The two-year master’s degree program is intended for students seeking a strong research emphasis in their study of advertising and public relations. The Plan I program focuses on important problems and questions, gathering evidence, and setting standards for inference. The program specifically prepares students in the areas of:

a. mastering the body of scholarly knowledge of advertising and public relations, and
b. contributing to the advancement of knowledge in these fields through basic and applied research.

Students may decide to continue their studies, pursuing doctorates in advertising or public relations. Students in the Plan I program specialize in either advertising or public relations, learn the concepts and methods involved in productive scholarship, and collaborate with faculty members in conducting research.

Plan I Requirements

Plan I is normally a two-year program and requires

a. a minimum of 30 hours of approved graduate courses,
b. demonstration of proficiency in research skills,
c. passing of a comprehensive written examination, and
d. completion and successful defense of a master’s thesis.

Students admitted to the program with little or no previous coursework in advertising or public relations may be required to take one or more undergraduate courses in the department to supplement their graduate studies.

All required graduate courses in the Plan I program are listed below; cognates and electives are chosen subject to the approval of the student’s academic advisor.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>APR 550</td>
<td>Adv/Pub Rel Comm Res Methods</td>
<td>3</td>
</tr>
<tr>
<td>APR 551</td>
<td>Adv/Pub Rel Comm Theory</td>
<td>3</td>
</tr>
<tr>
<td>APR 570</td>
<td>Contemporary Apr</td>
<td>3</td>
</tr>
<tr>
<td>APR 583</td>
<td>Research Applicatns APR</td>
<td>3</td>
</tr>
<tr>
<td>Cognates</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Elective (APR, JN, MC, or TCF course numbered above 550)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>APR 599</td>
<td>Thesis Research</td>
<td>6</td>
</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

Nine hours of this program are devoted to a cognate area, usually outside the College of Communication and Information Sciences. The cognate is intended to provide concentrated study in an area related to the student’s career interests. The cognate typically consists of courses in one discipline, but it can consist of courses in several disciplines if the overall topic is unified and contributes to the student’s objectives. Cognate examples include marketing, organizational communication, psychology, sociology, and political science.

Research proficiency can be demonstrated by successful completion of one or more statistics or computer science courses approved by the student’s academic advisor, or by proficiency in the research methods appropriate to the student’s master’s thesis.

Following completion of all coursework, students must pass a comprehensive examination.

The student must select a faculty member to chair the thesis committee. In concert with the thesis chairperson, the student chooses a three-member thesis committee. One member must be from outside the Department of Advertising and Public Relations. Working with this committee, the student identifies an appropriate thesis topic and research approach. A thesis proposal must be approved by the thesis committee before a student is permitted to begin work on thesis research. The completed thesis must be defended in an oral examination before the thesis committee.

Plan II, the One-Year Professional Program

The professional program is an intensive, professionally oriented, one-year program that combines advertising and public relations. Recognizing the increasingly close links between the advertising and public relations professions, the Plan II program provides advanced preparation in both disciplines. The program provides intensive training to meet specific objectives. Graduates will be prepared to:

- develop a thorough understanding of the institutions and processes involved in advertising and public relations, through a combined program of study
- use research both to generate communication strategies and to evaluate the success of communication programs
- write idea-driven persuasive communication
- plan, implement, and evaluate media plans for advertising and public relations programs and campaigns

The Plan II program is for recent college graduates who see the advantages of having advanced skills in advertising and public relations. The students will recognize that preparation in the liberal arts, business administration, or communication has provided them with important
knowledge but has not sufficiently prepared them in the communication concepts and skills needed to be a leader.

Speaking and writing skills are emphasized in all courses, with frequent papers and presentations. One course each semester emphasizes writing skills involved in the advertising and public relations professions.

Plan II requirements

The one-year Plan II program requires:

a. completion of a specific 33-hour program of graduate courses,
b. demonstration of proficiency in research skills,
c. passing of a comprehensive written examination, and
d. completion of a master's project in the course APR 598 Comm Campaign Wkshp II.

Students admitted to the program will receive a list of critical readings and will be expected to become familiar with these materials before beginning the program. The program starts with a series of orientation sessions aimed at evaluating each student’s grasp of the critical readings and ability to proceed with the program without further background study.

Plan II required courses are as follows (semester assignments are provided only as illustration):

**Fall semester**

- APR 570 Contemporary Apr 3
- APR 572 Persuasive Communication 3
- APR 550 Adv/Pub Rel Comm Res Methods 3
- APR 551 Adv/Pub Rel Comm Theory 3

**Spring semester**

- APR 522 Advertising Media 3
- APR 582 APR Management 3
- APR 583 Research Applicatns APR 3
- APR 592 Integratd Communctn Proj 3

**Interim session**

- APR 590 Special Topics 3

**First summer session**

- APR 597 Comm Campaign Wkshp I 3

**Second summer session**

- APR 598 Comm Campaign Wkshp II 3

**Total Hours 33**

1 Depending on the student’s background, an elective course may be substituted for APR 522 Advertising Media or APR 592 Integratd Communctn Proj.

Research proficiency can be demonstrated by completion of APR 550 Adv/Pub Rel Comm Res Methods and APR 583 Research Applicatns APR with grades of "B" or better, or by successful application of research methods appropriate to the student’s project.

The comprehensive examination will be conducted during the first week of the first summer term and may be attempted only twice.

Each year two faculty members serve on the project committee for the Plan II master’s degree program. Those faculty members read each of the project reports submitted by students at the conclusion of APR 597 Comm Campaign Wkshp I/APR 598 Comm Campaign Wkshp II, and other faculty members may also attend the project presentations given by students at the end of this course.

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.
In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format
Article Style.

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

Journal Format.
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

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Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Department of Communication Studies

- Major
  - Communication Studies (MA) (p. 294)
COM550 Qualitative Research Methods in Communication
Hours 3
An introduction to qualitative research methods in communication, including data collection and analysis. The goals of the course are to provide exposure to a broad array of qualitative methods, help students learn to use some of these methods, and to help them to understand the role of research in our field. The course is designed to help students actually conduct research, resulting in two conference-worthy papers.

COM555 Conflict and Negotiation
Hours 3
Negotiation is fundamentally a communicative activity. The main objective of this course is to understand processes of formal conflict management in mixed motive settings. Students will apply negotiation theory and skills to simulated negotiation cases that include buyer-seller transactions, negotiating through an agent or mediator, salary negotiations, deal making, resolution of workplace disputes, multiparty negotiations, international and intercultural negotiations, and ethical decision making and communication in negotiation. The skills and theory introduced in this course will help students manage integrative and distributive aspects of the negotiation process to achieve individual and collective goals.

COM560 Group Leadership
Hours 3
An advanced study of small-group behavior, examining in detail theories of leadership as they relate to problem solving in group situations.

COM561 Human Communication Theory
Hours 3
A detailed review of selected theories of speech communication with a focus on the critical examination of the foundation of social scientific theories.

COM562 Theories Of Persuasion
Hours 3
A critical review of social-influence theories in the area of persuasion and human action.

COM563 Relational Communication
Hours 3
Focused investigation of communication in close personal relationships, with primary emphasis on contemporary concepts and theories of romantic relationships and friendships.

COM565 Intercultural Communication
Hours 3
Survey and analysis of major concepts, theories, and research dealing with communication between people of different cultural backgrounds in multicultural and international settings.

COM567 Seminar Public Address
Hours 3
A topical consideration of individual case studies from public discourse, designed to probe problems of the nature of the audience, the ethics of persuasion, and the power of public advocacy in mass society. Topics may vary.

COM569 Communication & Gender
Hours 3
Explores the role of communication in the construction of gender. Covers feminist theoretical approaches in communication and other disciplines, the intersections of gender with other marginalities, and the role of gender in various communication contexts. Approved as a communication and cultural diversity elective.

COM571 Sem Organizatn Communctn
Hours 3
An introductory examination of historical and contemporary issues in organizational communication scholarship from a variety of theoretical and methodological perspectives.

COM572 Org Assessment/Intervent
Hours 3
Examines the theoretical issues inherent in the study of organizational communication, the primary factors requiring assessment and intervention, the impact of on-going changes and new information techniques, current challenges facing the organizational consultant, and the practical application of communication processes for improving organizations.

COM575 Technology, Culture, and Human Communication
Hours 3
Study of the complexity of technologically-mediated communication across cultures. This course combines literature and concepts from intercultural communication with human communication and technology and addresses the challenges of interacting with others via technology, working in global virtual teams and organizations, and participating as a citizen and consumer in the technology age.

COM590 Internship
Hours 1-3
Proposal for supervised field experience in communication studies must be submitted and approved.

COM595 Special Topics
Hours 3
Topics vary by instructor.

COM598 Professional or Creative Project
Hours 3
MA students in Communication Studies who elect the Professional Plan II Option may earn 3 hours credit for completing a research or creative project.

COM599 Thesis Research
Hours 1-6
No description available

Faculty
Professor
Robert N. Gaines

Associate professors
Meredith Bagley
Robin M. Boylorn
Mary M. Meares
Carol Bishop Mills

Assistant professors
Adam Sharples Brooks
William Sim Butler
Alexa S. Chilcutt
Darrin J. Griffin
Nikita Harris
Peter Jensen
Jessy J. Ohl
Cynthia Peacock
Joshua R. Pederson

Chair
Beth S. Bennett

Professor emeritus
Thomas Harris

Associate professor emeritus
Frank M. Thompson, Jr.

Adjuncts
Jane S. Baker
Jennifer Becker

Instructors
Angela Billings
Cory Paul Harrison
Robert Imbody
Caroline Parsons

**Communication Studies, MA**

**Master of Arts in Communication Studies**

The master of arts degree program in communication studies is designed to promote understanding of the functions of human communication in its various forms and venues and emphasizes three substantive research areas: rhetoric and political discourse, organizational and interpersonal communication and communication and culture.

Students can pursue one of three different options:

- **Academic** – Comprehensive Exam Option: for students who wish to fulfill teaching requirements in communication studies or who want to pursue advanced degree work. It requires a comprehensive written examination to demonstrate proficient knowledge in the selected area of study.

- **Research** – Thesis Option: for students who plan to continue their careers in academia and pursue advanced research opportunities. It requires an original thesis project in a specific research area of interest.

- **Professional** – Capstone Portfolio Option: for students who plan to pursue professional careers. It requires an internship or professional project and submission of a final Capstone portfolio that provides a comprehensive overview of the work completed.

For distance learning students, this degree program can be completed entirely online, with the Professional option and a 12-hour, elective emphasis in Organizational Leadership, designed for working professionals.

**Admission Requirements**

The department reviews applications for fall, spring and summer admission into the program. Applications submitted to the Graduate School by May 1 will be reviewed by the department for fall admission. Admission decisions regarding distance learning applications for the program are made on a rolling basis. To apply for departmental graduate assistantships, which are awarded only in the spring for the following year, applicants must have been accepted for admission into the program, by the department, no later than March 1.

Applicants must submit one of the following examination scores in support of their applications: the Graduate Record Examination general test or the Miller Analogies Test. Subject to the approval of the department chairperson and the dean of the Graduate School, a maximum of 12 semester hours of graduate courses may be transferred from another institution. These hours must be in communication studies or in a closely allied subject and must contribute to the educational objectives of the student.

Graduate students in communication studies may choose elective courses to complete their plans of study, with approval of their academic advisers. A minimum of 24 graduate hours must be completed in communication studies.

See the Admission Criteria section of this catalog for more information.

**Requirements for the MA Degree**

The Department of Communication Studies uses a form of contract advising. Graduate students are required to plan contractual programs of study with their assigned advisers during the first semester of coursework. These contractual programs must be approved by the academic adviser and filed with the graduate program coordinator by the end of the first semester of coursework. Each plan of study must meet the minimum program requirements established by the Department of Communication Studies and the Graduate School.

**Degree Requirements**

A master of arts degree in communication studies requires a minimum of 30 hours, based on the following component areas of study:

**Core requirements**

<table>
<thead>
<tr>
<th>Theory courses (12 semester hours)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Students must successfully undertake one course each from A, B, and C, plus one additional course from A, B, or C</td>
<td></td>
</tr>
<tr>
<td>A. Rhetoric and Political Discourse</td>
<td>3</td>
</tr>
<tr>
<td>B. Organizational and Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>C. Communication and Culture</td>
<td>3</td>
</tr>
<tr>
<td>Elective Theory Course (from A, B, or C)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Methods Course (3 semester hours)**

<table>
<thead>
<tr>
<th>Plan I Thesis or Plan II: Academic/Comprehensive Examination</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 548 or Sem Rhetorical Criticism (or other approved research methods)</td>
</tr>
<tr>
<td>COM 550 Qualitative Research Methods in Communication</td>
</tr>
</tbody>
</table>

**Methods Course and Applied Work (6 semester hours)**

<table>
<thead>
<tr>
<th>Plan II: Professional/Practicum</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 548 or Sem Rhetorical Criticism (or other approved methods course)</td>
</tr>
<tr>
<td>COM 550 Qualitative Research Methods in Communication</td>
</tr>
</tbody>
</table>
Master of Arts graduate degree program in Communication Studies, to pursue an interdisciplinary focus in critical media studies, within the Studies Interdisciplinary Focus in Critical Media Studies. Students following the Plan II option have a choice of two plans: a presentation based on some aspect of their work to the department.

Plan I: Thesis Option, which includes 6 hours of thesis research COM 599 Thesis Research. In addition to completing the courses specified above and electives stipulated by their plans of study, students who choose Plan I must successfully complete a master’s thesis, orally defend that thesis, and have the thesis accepted by the Graduate School.

Plan II: Non-thesis Options, which include six hours of electives in the department. All students who choose Plan II must complete a minimum of 30 hours of graduate coursework, including the courses specified above and others stipulated by their approved plans of study, and give a presentation based on some aspect of their work to the department. Students following the Plan II option have a choice of two plans:

- Academic/Comprehensive Examination Plan: Students who choose this plan must pass a comprehensive examination, to be taken no later than the semester in which the course requirements for the master’s degree are to be completed. The examination is designed to reveal the knowledge gained by the candidate through both the theory courses and the electives taken in the program, as well as the candidate’s ability to express that knowledge in acceptable form. The questions will be formulated and evaluated by the comprehensive examination committee. The written part of the exam will be administered during a two-day period and shall not exceed five hours in total writing time. The oral part of the exam will be scheduled by the student’s advisor upon successful completion of the written exam.

- Professional/Practicum Plan: Students who are primarily pursuing professional interests may choose this alternative plan. It provides students with an opportunity to include in their plans of study some type of practical application of their academic work. Students who choose to pursue this plan must secure permission to do so by submitting a formal proposal to their academic adviser, no later than upon completion of 12 hours of graduate coursework. To complete this plan of study, students are required to submit, at the end of their coursework, a capstone portfolio for their advisers’ approval.

Interdisciplinary Focus in Critical Media Studies

To pursue an interdisciplinary focus in critical media studies, within the Master of Arts graduate degree program in Communication Studies, students must complete the following requirements.

Core Requirements

<table>
<thead>
<tr>
<th>Theory requirements (12 semester hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 561 or Human Communication Theory</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>MC 551 Sem Communication Theory</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>Rhetoric and Political Discourse – COM theory course</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>JCM elective theory course</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>One of the following theory courses, or approved equivalent:</td>
</tr>
<tr>
<td>COM 513 Communication And Diversity or or</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>COM 515 African American Rhetoric</td>
</tr>
<tr>
<td>COM 525 Gender &amp; Political Comm</td>
</tr>
<tr>
<td>COM 569 Communication &amp; Gender</td>
</tr>
</tbody>
</table>

Methods Requirements

- Plan I Thesis or Plan II: Academic/Comprehensive Examination
  - COM 548 or Sem Rhetorical Criticism or 3
  - COM 550 Qualitative Research Methods in Communication
  - MC 550 Research Methods

- Plan II: Practicum
  - COM 548 or Sem Rhetorical Criticism or 3
  - COM 550 Qualitative Research Methods in Communication
  - MC 550 Research Methods

- Plan II: Professional or Creative Project (or COM 590) 3

Additional residency and all degree requirement information is in the Degree Requirements section of this catalog.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

- Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

- Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for
graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

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A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

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All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

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Department of Journalism & Creative Media
- Major
  - Journalism (M.A.) (p. 299)
  - [object Object]

JN500 Orientation Grad Studies
Hours 1
Taken the first semester. Introduces students to the program and program requirements and provides a forum for presentation and discussion of faculty and student research.

JN501 Producing Community Journalism
Hours 3
Focus is on gathering, writing, editing, and presenting of news and information across media platforms.

JN502 Media Production Tools
Hours 2,3
Instruction in and critical analysis of communication technologies used in the production of community journalism.

Prerequisite(s): None, but must have graduate student standing.

JN511 Depth Reporting
Hours 3
Reporting and writing longer news and feature stories for publication in print and online. Students learn advanced techniques in information gathering, story organization, non-fiction writing and multimedia multi-media elements.

JN512 Opinion Writing
Hours 3
The art and practice of writing editorials, columns and other persuasive forms for print and online.

JN515 Advanced Magazine Writing
Hours 3
Writing and editing of long-form articles for publication in print and online depth magazines. Students learn advanced narrative non-fiction writing techniques and how to gather information for longer feature stories.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

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Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
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- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website.
JN517 Advanced Sports Writing & Reporting
Hours 3
Advanced techniques in reporting and writing for sports media, as well as ethical and societal implications of sports journalism.

JN536 Teaching Of Journalism
Hours 3
Introduction to the techniques and practices of teaching scholastic journalism and management of school print, online and broadcast media. In this service-learning course, students work in area schools with teachers advising K-12 newspapers, yearbooks, literary magazines, web sites, social media and broadcast programs.

JN552 Journalism Theory & Research
Hours 3
Exploration of theory and an overview research approaches as they relate to the study of news media and their role in communities.

JN553 Assessing Community Journalism
Hours 3
Applied strategic methods for assessing effects of journalism and journalism innovations in a community context.

JN554 Entrepreneurial Journalism
Hours 3
Practices, ethics and theory of entrepreneurship in the journalism field.
Prerequisite(s): No prerequisites, but graduate student standing required.

JN561 Special Topics in Journalism
Hours 3
Studies in specialized topics ranging from the theoretical to the practical. May be repeated for credit when the topic varies.

JN562 Contemp Issues Journalism
Hours 3
Examines current issues facing the news media, ranging from professional problems to the human, social, and other consequences of news, news practices, and news technology.

JN563 History Of Journalism
Hours 3
Study of the history of the principles and practices of American journalism, with particular attention to the First Amendment and freedom of the press.

JN571 The Practice of Community Journalism
Hours 1
An immersion in a community and in the news organization that covers it, and an introduction to the daily practice of professional journalism at the community level.

JN572 Sem Professional Journalism
Hours 3
Studies in selected aspects of the practice of journalism. May be repeated.

JN590 Spec Probs In Communic
Hours 1-3
Independent study as arranged.

JN591 Spec Probs In Communic
Hours 3
Independent study as arranged.

JN597 Non-Thesis Project
Hours 1-3
Students must complete three hours total in the Plan II option.

JN598 Directed Research
Hours 3-12
Permission of graduate coordinator. Student works under the supervision of a faculty member and pursues research and writing of a specialized nature.

JN599 Thesis Research
Hours 1-12
Students must complete six hours total in the Plan I option.

Faculty
Professors
Armstrong, Cory (Chair)
Billings, Andrew C.
Bissell, Kimberly
Bunker, Matthew
Bragg, Rick
Butler, Jeremy G.
Evans, William
Lowrey, Wilson
Zhou, Shuhua

Associate Professors
Cantrell, Glenda
Daniels, George
Raimist, Rachel
Roberts, Christopher
Warner, Kristen J.

Assistant Professors
Bragg, Diane
Clark, Chandra
Hoewe, Jennifer
Panek, Elliot
Parrott, Scott
Sherrick, Brett

Temporary Graduate Faculty
Anderson, Lars
Brantley, Chip
Champion, Maya
Grace, Andrew
Journalism, M.A.

The Department of Journalism and Creative Media offers the Master of Arts degree with a major in journalism. Students work closely with a faculty dedicated to the principles and practices of sound journalism and scholarly inquiry. The program offers three options for study:

- Individuals who seek in-depth knowledge and mastery of one or more of the subfields and methodologies of journalism — for example, communication history, communication law, communication theory and methods. These individuals typically follow Plan I (see below) and go on to pursue doctorates. Those with significant experience in the journalism field may teach without the Ph.D. degree.
- Individuals who seek to work professionally in writing, editing, visual journalism and/or digital journalism, and who wish to develop conceptual knowledge of the field, as well as critical-thinking and problem-solving skills. These students typically follow Plan II (see below).
- Individuals who wish to earn graduate credit through distance education can enroll in our online journalism program. This program is ideal for journalists eager to expand their knowledge base, individuals looking to start a career in journalism, and those interested in teaching in the field of journalism.

The program serves both recent BA recipients, whether in journalism/ mass communication or other fields, and professionals seeking to deepen their knowledge.

Admission Requirements

Admission to graduate work in the Program of Journalism requires a 3.0 or higher undergraduate grade point average (on a 4.0 scale). Applicants not meeting this criterion may be admitted under conditional status if the program’s faculty agrees the student is likely to succeed in the program. However, conditionally admitted students are not eligible for University funding and are required to maintain at least a 3.0 GPA the first semester.

In addition to the online application, applicants must submit other documents to the UA graduate school, including undergraduate transcripts and a statement of purpose addressing how the degree will advance the applicant’s professional and educational goals. Applicants should also solicit three letters of recommendation, which may be submitted online to the UA graduate school or sent as hard copies to the Journalism program’s graduate coordinator. Applicants should send a resume to the program’s graduate coordinator, and they may also submit examples of journalistic work to the coordinator — e.g., stories, photos or multimedia, via hard copy, disk or website link.

The program faculty may require up to nine hours of additional coursework for applicants lacking undergraduate classes related to the professional values and competencies that are central to the master’s program.

The application deadline is March 31, but applicants are encouraged to apply by the end of January in order to be considered fully for University funding (assistantships or fellowships).

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Each student entering the graduate program in journalism must complete 31 semester hours of credit, under either program(s) of study. Requirements for each plan are as follows:

### Plan I, Master’s Thesis

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>JN 500</td>
<td>Orientation Grad Studies</td>
<td>1</td>
</tr>
<tr>
<td>MC 551</td>
<td>Sem Communication Theory</td>
<td>3</td>
</tr>
<tr>
<td>MC 550</td>
<td>Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>JN 562</td>
<td>Contemp Issues Journalism</td>
<td>3</td>
</tr>
<tr>
<td>JN 563</td>
<td>History Of Journalism</td>
<td>3</td>
</tr>
<tr>
<td>JN 599</td>
<td>Thesis Research</td>
<td>6</td>
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<tr>
<td>Electives</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td><strong>31</strong></td>
</tr>
</tbody>
</table>

All students must enroll in JN 500 Orientation Grad Studies their first semester.

Initially, the program’s graduate coordinator will serve as the student’s adviser. The coordinator will assess students’ undergraduate transcripts and will help the student establish a plan for cognate or elective courses that will provide students with core values and competencies for the program.

At the completion of 12 credit hours, the student should select a committee chair. The chair will serve as the student’s academic adviser and will help the student select members for the thesis or project committee. The thesis committee must comprise two faculty members from the Department of Journalism and Creative Media program and at least one member from outside the program. The project committee must comprise at least two faculty members from the program — no outside member is required. An Appointment or Change of Master’s Thesis Committee form must be submitted to the Graduate School for the dean’s approval of the committee members.

The student is required to pass a comprehensive examination in conjunction with an oral defense of the thesis or master’s project. Students are questioned on their thesis or project topic, and on core areas of their course of study. For the student to pass the examination, committee members must be satisfied the student has gained sufficient knowledge in core areas of the curriculum and has mastered a specific area of knowledge.

The following applies to students pursuing a master’s degree under Plan II

Plan II students produce a project rather than a thesis. The successful master’s project demonstrates mastery of a knowledge area as well the ability to apply this knowledge through the practice of journalism. The typical project will include:

1. an academic component in which the student systematically analyzes some aspect of journalism or its consequences and
2. a rigorous, thorough journalistic work, such as an in-depth multimedia story

The academic analysis should shape the decisions the student makes about the journalistic work. For example, a student may analyze past news coverage of a particular topic, noting shortcomings in the reporting, and then use findings from this analysis to shape the reporting for the student’s own in-depth news story.

Prior to the final semester, the student should propose the project in writing to the committee chair, describing how the project will be accomplished and laying out a specific time table. The approved plan will be shared with the other committee member(s).

Students present the project to fellow students, committee faculty and news professionals as part of a comprehensive oral examination. In conjunction with this exam, each student under Plans II will present a portfolio of the student’s best work while enrolled in the program. The final project report should be the first item in the portfolio.

At the time of the student’s comprehensive exam, each student under Plan II will present a portfolio of the student’s best work while enrolled in the program. The master’s project, which includes the academic study and the journalistic work, should be the first item in the portfolio.

Plan II also includes a one-year option involving a professional immersion experience in a newsroom. In recent years this option has been administered in conjunction with the Anniston (Ala.) Star newspaper. Admission criteria and core curriculum requirements are identical to the traditional Plan II option.

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of research and an appreciation of the place and function of original investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject.

With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate
School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similar guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of
graduation (two weeks before for Plan II) and reported promptly to the
dean of the Graduate School on appropriate forms. A final report, on the
Master’s/EdS Examination Form is on the Graduate School website.
The form should be submitted when all examinations are completed. A
student may take the final oral or written examination only twice. Failing
the examination twice results in dismissal from the degree program and
the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through
myBama no later than the registration period for the semester or the first
session of the summer term in which requirements for the degree are to
be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The
University of Alabama may be applied to the requirements for a second
master’s degree, but only if the department of the second master’s agrees
to the courses in the plan of study. Any hours from the previous master’s
degree must have been earned during the six years (18 fall, spring, and
summer semesters) immediately preceding the date on which the second
degree is to be awarded. ***Please note that if a student double counts
six hours between two master’s degrees, no hours may double count
toward any additional master’s degrees.

School of Library and Information
Studies

- Majors
  - Book Arts (MFA) (p. 307)
  - Library and Information Studies (MLIS) (p. 308)

Vision
Through excellence in teaching, research, and service, SLIS is committed
to educate socially responsible information professionals prepared to
empower diverse populations in a multitude of contexts, communities,
and cultures.

Mission
To advance the theory, art, and practice of professions specializing in the
use and creation of information in traditional and emergent forms.

Values
Since its beginnings more than forty years ago, SLIS has developed a
unique interdisciplinary personality that blends the arts, humanities,
and social sciences. We support a mutual belief in and respect for those
we serve. This is evident in our strong support of intellectual freedom,
access to all, and the tenets of social justice.

Educational Objectives
The educational objectives of these graduate programs are as follows:

Teaching
Provide students with the knowledge, skills, understanding, and diverse
technologies to meet the changing informational and cultural needs
of diverse populations and organizations. Foster leadership skills
and abilities in all students, provide opportunities within the program
for students with leadership potential to exercise their abilities, and
encourage students as graduates to seek out and assume leadership

Research and creative activity.
Augment and advance knowledge through basic research and improve
professional practice through systematic inquiry into its nature,
standards, and principles.

Service
Apply the insights and knowledge gained through research and
instruction in service to public- and private-sector organizations.

Facilities
SLIS classrooms, faculty offices and shared spaces are housed on the
fifth floor of the Gorgas Library in the heart of the campus. Student
spaces provide desktop computing, printing, laptop workstations,
individual and group work spaces, professional resources and
and a collection of children and youth literature. A student lounge is
conveniently located for relaxation and refreshment.

Academic Common Market (ACM)
The School of Library and Information Studies participates in the ACM, an
agreement among selected Southern states to share academic programs
at in-state tuition rates. Residents of the states of Arkansas, Delaware,
Virginia, and West Virginia may make an ACM application to attend the
MLIS program. If accepted, The University of Alabama will pay the out-
of-state portion of the student’s tuition. Residents of Georgia, Kentucky,
Louisiana, Mississippi, South Carolina, and Tennessee may apply to the
ACM to attend the MFA in book arts program, also with UA’s paying the
out-of-state portion of tuition. Background information on the ACM, a list
with the contact information for each state’s ACM Coordinator, and an
online application to the UA Academic Common Market.

A number of departmental assistantships, which not only pay a
stipend but also cover some out-of-state fees, as well as a number of
scholarships are available each academic year. For information, contact
the Director of the School of Library and Information Studies.

BA520 Print I Elements Printing
Hours 3

Craft skills used in fine letterpress printing are introduced in a studio
environment. Through a number of printing/publishing experiments and
projects, students gain an understanding of the nature and interaction
of printing types with inks and papers; learn fundamental terminology;
and gain familiarity with the equipment. The emphasis is on setting type,
letterpress printing, and basic typographic design.

BA521 Print II Typograph Printing
Hours 3

Explores contemporary attitudes and innovations in fine printing and fine
press publishing through individual printing/publishing projects, as well
as a collaborative project. The focus is on typographic design, editorial
decision making, color and image integration, and press work.
BA522 Printing III Print/Publ  
Hours 3-6  
Students initiate and produce an edition of a relatively extensive book. Emphasis is on production, with manuscript selection and editing being critical aspects. Photopolymer platemaking processes are introduced in a desktop publishing environment adapted to historic tools and media. Such subjects as marketing and distribution of limited-edition books are covered. For those students taking the 6-hour option, a Parallel Editions book may be produced.

BA523 Printing IV: Print Publ  
Hours 3-6  

BA530 Binding I: Elements Of Binding  
Hours 3  
Drawing upon both the historic and contemporary Western bookbinding traditions, this course is an initiation into fundamental binding forms, techniques, materials, and design. A series of cloth and paper bindings will be designed and made. While design and innovation will be stressed, the primary focus of the course will be upon learning technical skills.

BA531 Binding II Explor Paper Cloth  
Hours 3  
Students will continue to hone their fundamental binding skills and acquire new ones while also experimenting with the possibilities that the paper and cloth case binding forms offer, both one-of-a-kind and multiples. The examination and use of nontraditional materials and of innovative binding design are encouraged.

BA532 Binding III: Elements Leather  
Hours 3-6  
A concentrated study of the use of leather as a binding cover material. Various binding styles and structures appropriate to leather treatment are studied. Familiarity with the preparation and application of leather in bookbinding is achieved through a series of assigned projects culminating in a final project. Though not the primary focus of the course, binding design and innovation will be studied and explored.

BA533 Binding IV: Adv Binding Explor  
Hours 3-6  
An exploration of bound books as expressive forms. Students will further refine their leather-working and binding skills while developing their own binding styles. Emphasis will be placed upon personal binding interpretation of printed texts using traditional and nontraditional techniques and materials.

BA534 Boxmaking Protective Container  
Hours 3  
Traditional and experimental forms of boxes and other protective enclosures for books. The use of paper, cloth, and leather, as well as other nontraditional materials, will be explored.

BA541 Papermaking  
Hours 3  
Provides hands-on experience in the fundamentals of making traditional Western-style handmade papers using a variety of fibers. The objective is to produce reference samples of various kinds of sheets, as well as edition sheets of papers for book or art-making purposes.

BA592 Graduate Symposium  
Hours 3  
Discusses professional standards, professional presentation and portfolio building, creative project research, exhibition design, management of a small business, marketing, and other topics. Six meetings during the course of the semester.

BA593 Workshops In Book Arts  
Hours 1-12  
Workshops covering all subjects in the book arts, held both on and off campus.

BA594 Pract Teaching Book Arts  
Hours 3-6  
Practical experience teaching introductory courses in printing, binding, and other appropriate book arts.

BA595 Independent Project  
Hours 1-6  
Provides an opportunity for the student to pursue independently a project in the book arts.

BA596 Dir Research Book Arts  
Hours 1-6  
Provides an opportunity for an intensive investigation of both historical and technical studies of a book-arts craft.

BA597 Internship  
Hours 1-6  
A direct learning experience in a studio of a professional book artist.

BA599 Creative Project Production  
Hours 1-12  
The capping experience of the MFA in the book arts program is the creative project, thesis, and exhibition. Working with a faculty advisor, the candidate develops a project that demonstrates a deep understanding of the craft and the aesthetic, historic, and critical contexts of the book; to establish technical expertise; and to work independently. The thesis paper provides the student a formal means in which to articulate the aesthetic, historic, and critical contexts of his or her work as well as the scope and merits of the creative project. The exhibit, which is publicly presented in the Book Arts Gallery, provides the student with an opportunity to showcase both artistic and technical skills and to contextualize the body of work produced during the course of the program. A public defense with a slide presentation is also required.
LS500 Organization Of Information
Hours 3
Required course introducing the principles of organizing bibliographies, library catalogs, and collections. Examines the content of bibliographic records in printed and machine-readable form, choice and form of access points, authority control, verbal and classified systems of subject access, and the impact of new technologies. An introduction to OCLC searching is included. The course objective is to enable the student to understand and use catalogs and bibliographies. Students interested in becoming catalogers should follow LS 500 with LS 506 Cataloging and Classification.

LS501 Intro Library Info Study
Hours 3
Required course designed to provide the student with a broad background in library and information studies. Must be taken during the first 12 hours of a student’s program. Through a variety of instructional methods, this course examines three interrelated themes: the nature of the library and information profession; issues of intellectual freedom and access to information; and the impact of technology upon society and the profession.

LS502 Research Methods
Hours 3
Required course introducing research design and statistical techniques used in library, media, and information science. At the conclusion of the course, the student should be able to comprehend and utilize research reports in these fields and to design and carry out basic research projects.

LS503 Systems Analysis
Hours 3
Investigation of the concepts of systems analysis; investigation and use of the techniques of systems analysis; and study of applications of systems analysis in library and information systems.

LS504 Media Prod & Utilization
Hours 3
Instructional modules that introduce the student to basic skills in the preparation and utilization of educational media.

LS505 Collection Development
Hours 3
Explores principles and issues involved in developing library collections. Aspects such as community analysis, policy development, selection and acquisitions, resource sharing, evaluation, weeding, and preservation are examined.

LS506 Cataloging & Classifictn
Hours 3
Explores problems of descriptive cataloging of print and non-print materials; subject access using Library of Congress subject headings, LC classification, and Dewey decimal classification; OCLC searching, record modification, and inputting; and contemporary issues in bibliographic control.

LS507 User Centered Information Services
Hours 3
Required course introducing printed and digital reference sources and reference services.

LS508 Management Theory and Practice
Hours 3
Designed to introduce students to the theory and practice of modern management by studying the management aspects of authority, communications, decision making, delegation, leadership, personnel, planning, budgeting, and motivation. Use is made of case studies and simulations.

LS509 Distance Learn Lib Info Stdy
Hours 1
An intensive course that provides an orientation to distance learning in the School of Library and Information Studies. Technical issues related to distance learning, resource issues such as access to library and electronic collections, and socialization to librarianship are addressed. Particular emphasis is on the online MLIS program in which the student has enrolled.

LS510 Info Resrcs Humanities
Hours 3
Surveys and evaluates the major informational and bibliographical resources in literature, mythology, religion, philosophy, history, and the visual and performing arts. Stephens, Aversa.

LS511 Info Resources Soc Sci
Hours 3
Surveys scholarly communication and the use of information in the social sciences. The use of reference sources in psychology, sociology, economics, anthropology and political science is taught.

LS512 Info Resources:Science
Hours 3
Surveys scientific and technical communication, the bibliographic structure of science and technology, and information services for scientists and technologists. In-depth study of the major information sources in biology, chemistry, physics, mathematics, engineering, and geology is included.

LS514 Sources of Business Information
Hours 3
Surveys and evaluates the major informational and bibliographical resources in business librarianship.

LS520 Early Childhood Materials & Story Programs
Hours 3
Introduces a wide variety of print and non-print early literacy materials for young children ages birth to seven with an emphasis on selecting materials and developing literature-based story programs to meet the educational, cultural, and recreational needs of young children.

LS521 Matl & Services Childrn
Hours 3
Explores materials (print and non-print) and programs appropriate for children ages 3 to 12.

LS522 Matl Serv Young Adults
Hours 3
Explores materials (print and non-print) and programs appropriate for teenagers.
LS523 Matl Services Adults
Hours 3
Examines services, programming, and popular materials provided to adult users of public libraries.

LS524 Project Management
Hours 3
Introduces graduate level concepts and skills associated with project management in information rich environments. Includes teamwork, team development, and collaboration.

LS527 Information Literacy Instruction
Hours 3
This course is intended to provide students with an introduction to the concepts, theories, and practice of library user instruction through reading, discussion, class speakers, and practice. The focus of the course will be on instruction for adult users in public and academic library settings.

Prerequisite(s): LS 501 and LS 507

LS530 Public Libraries
Hours 3
Examination of public library development, purpose, governance, and services and exploration of issues and concepts involved in managing public libraries. Stephens, Weddle.

LS531 Academic Libraries
Hours 3
Study of the role of library service in higher education.

LS532 School Media Centers
Hours 3
Develops a philosophical and functional background of the school-media program as an integral part of the teaching-learning process.

LS533 Spec Libr & Info Centrs
Hours 3
Philosophy, environment, and unique aspects of the services, operation, and management of special libraries and information centers are covered. Provides considerable opportunity for study of topics of interest to individual students.

LS534 Medical Librarianship
Hours 3
Introduction to medical librarianship and the environment in which it operates. Orientation to the health care field, operation and administration of health sciences libraries, and basic information sources and services for the health sciences is included.

LS535 Records Management
Hours 3
Introduces the fundamentals of information and records management. Content includes (a) inventory, scheduling and auditing records; (b) active and inactive information maintenance; (c) organizing and administering a records center; and (d) applications for information systems (computer, microform and paper).

LS536 Archives
Hours 3
Survey of archival resources and special collections, with attention to their organization, administration, and service problems.

LS538 Law Library Legal Resources
Hours 3
Introduces the concepts of law library management and the techniques and materials of legal research.

LS541 Youth Programming
Hours 3
Explores various types of literacy programs and outreach services for youth (children, tweens, and teens) as well as the development and management of library environments that facilitate life-long learning and reading adventures.

LS542 Instruct Design & Dev
Hours 3
Comprises a series of modules that cover the basic skills required to undertake instructional development. Materials needed to plan and prepare instruction, as well as exercises designed to upgrade interpersonal skills, are included. Designed for library-media specialists, supervisors, administrators, and others who assist teachers in the development of instruction.

LS543 Traditional & Digital Storytelling
Hours 3
Introduces a wide variety of storytelling techniques both traditional and digital (technology-based) and explores how these strategies can be used in library programs and services for children and young adults. Emphasis is placed on developing personal storytelling skills via technology and traditional resources. A web-cam is required for this course.

LS544 Cultural Diversity Programming
Hours 3
Explores the development and implementation of various types of library programs and outreach services for children and young adults that promote cultural diversity.

LS555 Introduction to Archival Studies
Hours 3
Three hours. This course offers an introduction to archival theory and practice. Emphasis is placed on investigating the nature and character of archival forms, the role of the archivist in society, the ethics of archival practice, and the social function of records and archives. (formerly LS 536 Archives).

Prerequisite(s): This course has no pre-requisites.

LS556 Intellectual Foundations of Archival Theory & Practice
Hours 3
Archives are made by ideas. Archivists have defined, and described, archives as functioning as memory, evidence, and information. In addition, archives have been ascribed cultural, historical, and artifactual values. This course is a critical examination of archival thought and its influence on how archives are conceived, constructed, and ultimately used.

Prerequisite(s): There are no prerequisites for this course.

Prerequisite(s) with concurrency: There are no prerequisites for this course.
LS557 Archival Appraisal
Hours 3
This course explores topics in the selection and appraisal of archival materials. In this course you will gain exposure to the principles and approaches, which influence how records are selected for long-term retention and preservation, as well as practical performing this archival practice.
Prerequisite(s): There are no prerequisites for this course.
Prerequisite(s) with concurrency: There are no prerequisites for this course.

LS558 Archival Representation, Access & Use
Hours 3
This course explores topics in the organization of archival materials. Specifically, the topics addressed include the description, arrangement, and representation of archival objects and collections. In studying these topics, students will obtain an understanding of the theoretical underpinnings of these practices as well as practical experience in creating usable collections through archival arrangement and description.
Prerequisite(s): The prerequisite for this course is LS 500 Organization of Information. Please contact the instructor if you have not fulfilled this requirement.
Prerequisite(s) with concurrency: The prerequisite for this course is LS 500 Organization of Information. Please contact the instructor if you have not fulfilled this requirement.

LS560 Information Technologies
Hours 3
Required course. This course provides future information professionals with a solid foundation of basic information technologies at the skill, conceptual, and analytical levels. Acquaints students with the role of technology in information organizations. Students gain hands-on experience in web application production from a user-centered perspective, including: hypertext, usability analysis, database application, and technology instruction. Foundations of change management are addressed. IT Fluency is used as a model to explore the topics of this course.

LS561 Fundament Info Science
Hours 3
Includes selected topics centered on the study of information needs, uses, and access. Covers methods for identifying the information needs of diverse populations, how people seek and use information, and methods for evaluating the effectiveness of traditional and computerized systems in helping people deal with their information-related problems. Explores the changing roles of traditional information sciences methods and tools (e.g. indexing, user studies, cognitive studies) in these matters.

LS562 Digital Libraries
Hours 3
Prepares students to develop digital libraries, exploring the issues associated with creating, operating, and maintaining digital libraries; analyzing electronic library programs in the U.S. and assessing their impact on education, scholarship and research.
Prerequisite(s): LS 560

LS564 Programming for Digital Libraries
Hours 3
The main focus of this course is to learn basic programming concepts and skills for managing different types of content and developing interactive systems. Java is the programming language used in this course to explore the development of digital libraries. We will start out at a beginner’s level with Java, and students will gain understanding of basic programming syntax, data structures, and logic. Students will then learn how to develop applications for more applied tasks, including data parsing and processing, and extending specialized Java packages for implementing further functionality of system components found in digital libraries.

LS566 Metadata
Hours 3
Surveys metadata issues in library and information environments and includes hands-on work with metadata schemas and digital libraries of networked resources.
Prerequisite(s): LS 500

LS567 Digital Reference
Hours 3
Explores societal problems and professional developments that relate to digital reference services in public, academic and special libraries. Explores the impact of digital reference on users and libraries.
Prerequisite(s): LS 507

LS569 Information Management
Hours 3
This course will survey information management tools and techniques applied for maintaining, processing, and disseminating digital information. Specific topics will include physical database structures, database design, database-driven web applications, user interface, and representation for retrieval. Course exercises cover fundamental techniques for data modeling, implementing and querying databases, and information visualization.

LS570 Internship
Hours 1-3
No description available

LS572 Intern Sch Media Cntrs
Hours 3
No description available

LS580 Outreach to Diverse Populations
Hours 3
Explores diverse cultural groups and the ways that all types of libraries can effectively serve the informational and recreational needs of these populations.
LS581 Universal Design for Information Technologies
Hours 3
Examines the place of information and communication technologies, online resources, and social networking tools in the current practice of information and communication interactions for persons with mild to severe physical access challenges.
Prerequisite(s): LS 560 - Information Technology

LS582 Race, Gender, and Sexuality in Library & Information Studies
Hours 3
This course explores how race, gender, and sexuality shape (and are shaped by) LIS as a profession and practice. Socially constructed theories of race, gender and sexual identity will be critically examined in different contexts as they intersect, overlap and impact LIS institutions, information use, technology practices, and the design of information resources and services in the processes of creation, organization, and dissemination of information in library and information professions.

LS583 Social Aspects of Information
Hours 3
This course covers a range of social, political, and economic issues related to how people interact with information and communication technologies. The class explores the effects of different social contexts on the creation, use, and meaning of information technologies. Subject matter will range from examining online interactions, mobile technologies, information and work, digital labor practices, and laws and policies related to information technologies.

LS590 Issues In Librarianship
Hours 3
Explores societal problems and professional developments that have, or are likely to have, an impact on the practice of librarianship. May be taken more than once.

LS598 Directed Research
Hours 1-6
Provides the opportunity for an intensive investigation of a special aspect of library and information studies, under the supervision of an appropriate faculty member.

LS599 Thesis Research
Hours 1-6
Thesis Research. Maximum of 6 hours may be earned.

Faculty
Director
Dr. Ann E. Prentice

Professor
Prof. Steve Miller

Associate professors
Dr. Laurie Bonnici
Prof. Anna Embree
Dr. Steven MacCall
Dr. Jamie Naidoo
Dr. Jeff Weddle

Assistant professors
Dr. John Burgess
Dr. Robert Riter
Dr. Tonia Sutherland
Dr. Miriam Sweeney

Instructors
Prof. Sarah Bryant
Prof. Steven Yates

Intern coordinator & adjunct professor
Prof. Sybil Bullock

Dean and professor emeritus
Dr. Charles Osburn

Book Arts, MFA
The program leading to the MFA in the book arts degree is a 60-credit-hour program of study comprised of four areas: printing and publishing, bookbinding, papemaking and the history of the book, with a program emphasis on the book as an integrated unit. Students may pursue one of three concentrations: printing and publishing; bookbinding; or a fusion of the two, focusing on the whole book. Emphasis is placed on developing craft skills based on historical principles and techniques, as well as artistic expression. The MFA in the book arts program develops professional-level book artists who have well-honed technical knowledge of the various facets of contemporary bookmaking, an intimate personal involvement with their specific areas of interest, and an understanding of the role of the book in society.

Admission Requirements
Applicants may submit a score for either the general portion of the Graduate Record Examination or the Miller Analogies Test in support of the application for admission. Admission requirements for the MFA program in the book arts are consistent with those for the MLIS degree program. A portfolio is not required; however, students are encouraged to submit one.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
Candidates for the MFA degree in the book arts must earn a minimum of 60 semester hours of credit, including at least six hours in the history of the book and three hours in a historical/theoretical course appropriate to the goals of the individual student; at least 33 hours in the book arts studio; and 12–18 hours of electives within or outside the book arts program. All coursework must be completed with a grade average of "B" or better. All students enter the program in the fall and spend four semesters in residence.

All MFA students must complete, as part of the 60 hours, the following required courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 520</td>
<td>Print I Elements Printing</td>
<td>3</td>
</tr>
<tr>
<td>BA 521</td>
<td>Print II Typograph Printing</td>
<td>3</td>
</tr>
<tr>
<td>BA 530</td>
<td>Binding I: Elements Of Binding</td>
<td>3</td>
</tr>
<tr>
<td>BA 531</td>
<td>Binding II Explor Paper Cloth</td>
<td>3</td>
</tr>
<tr>
<td>CIS 655</td>
<td>Book Artifact Materialty Text</td>
<td>3</td>
</tr>
<tr>
<td>CIS 654</td>
<td>Print Culture And Society</td>
<td>3</td>
</tr>
<tr>
<td>BA 592</td>
<td>Graduate Symposium</td>
<td>3</td>
</tr>
<tr>
<td>BA 599</td>
<td>Creative Project Production</td>
<td>9-12</td>
</tr>
</tbody>
</table>

Total Hours 30-33
NOTE: No more than 20 percent of courses required for a degree may be taken on a pass/fail basis, and as with all graduate programs at the University, at least 75% of courses must be completed with a letter grade of either A or B.

Those students concentrating in printing and publishing also must complete the following:

**Printing and publishing Concentration**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 522</td>
<td>Printing III Print/Publ</td>
<td>3-6</td>
</tr>
<tr>
<td>BA 523</td>
<td>Printing IV: Print Publ</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Those students concentrating in bookbinding must also complete the following:

**Bookbinding Concentration**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 532</td>
<td>Binding III: Elements Leather</td>
<td>3-6</td>
</tr>
<tr>
<td>BA 533</td>
<td>Binding IV: Adv Binding Explor</td>
<td>3-6</td>
</tr>
</tbody>
</table>

Those students concentrating on the whole book must also complete advanced coursework in both printing and binding. The configurations of advanced courses will be determined through discussion with the book arts faculty. Students who are not enrolled in the MFA program and who wish to take book arts classes must obtain permission from the instructor before enrolling.

**Library and Information Studies, MLIS**

The program leading to the master of library and information studies (MLIS) degree is a 36-credit-hour program, one of approximately 55 programs in the United States and Canada accredited by the American Library Association and the only ALA-accredited program in the state of Alabama. The degree prepares graduates to work in any type of library—public, K–12, academic or special—and information center and in entrepreneurial and research environments, especially those using advanced information technologies.

**Regular Admission Requirements**

An applicant whose credentials meet the following minimum requirements may be considered for regular admission:

- a grade point average of at least 3.0 overall or 3.0 for the last 60 semester hours in a degree program, based on a 4.0 system
- an acceptable score on the entrance examination (minimum test scores: general test of the GRE verbal and quantitative=300 or MAT=50th percentile)

Not every student whose credentials meet the stated quantitative standards is admitted.

Information about the GRE is available from the Educational Testing Service, Princeton, NJ 08540. The MAT is given by the testing service available when needed to support an application for admission. Braille applicants should plan well in advance so that examination results are available when needed to support an application for admission. Braille editions of the GRE and the MAT can be obtained from the University of Alabama, Test Service, Box 870108, Tuscaloosa, AL 35487-0108.

Application instructions may be obtained from the Graduate School’s website.

**Exceptions to Admissions Policy**

An applicant whose credentials do not meet the stated requirements may be considered for conditional admission if the following minimum requirement is satisfied:

- a grade point average of at least 2.5 overall and a GRE or MAT score acceptable to the School and the Graduate School

Under exceptional circumstances, an applicant may be considered for admission if the applicant meets either the GPA requirement for regular admission (GPA of 3.0) or the entrance exam score requirement as outlined above. If such an applicant is admitted, it will be necessary for the applicant to obtain permission to continue in the program after the first 12 semester hours of graduate-level work have been completed. Permission to continue is earned by achieving a GPA of "B" or better (3.0) in the first 12 semester hours. If the 12 hours are completed in a term in which the total credits exceed 12, the evaluation is made on the basis of all graduate-level work completed at the end of that term of enrollment. Students admitted under this circumstance who do not meet the 3.0 requirement after their first 12 hours of graduate-level work will not receive permission to continue in their graduate program and will be dropped from the program.

**Nondegree Admission Requirements**

A student may be admitted as a non-degree student if that person has either a 3.0 undergraduate GPA or an acceptable test score: 50th percentile on the MAT or 300 on the GRE general test. No more than 12 hours may be taken as a non-degree student and applied to a degree.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

Candidates for the MLIS degree must earn a minimum of 36 semester hours of credit, completing all work with a grade average of "B" or better. A thesis is not required. All MLIS students must complete, as part of the minimum 36 hours, the following 18 hours of required courses:

- LS 500 Organization Of Information
- LS 501 Intro Library Info Study
- LS 502 Research Methods
- LS 507 User Centered Information Services
- LS 560 Information Technologies

Select one of the following:

- LS 508 Management Theory and Practice
- LS 530 Public Libraries
- LS 531 Academic Libraries
- LS 532 School Media Centers
- LS 533 Spec Libr & Info Centrs

**Total Hours** 18

**Thesis and Coursework Plans**

Two plans are offered for the master’s degree:

**Plan I: Thesis**

Candidates for the master's degree under the thesis plan must earn a minimum of thirty-six hours of credit, including fifteen hours of required courses, a three-hour required management and administration course, and six hours of thesis credit (LS 599); no more than six hours of thesis credit may be counted toward the degree.
The thesis committee must include three individuals, including at least two full-time SLIS faculty members, at least one of whom must be a full member of the graduate faculty; a third committee member may be a faculty member from another department of the University, a faculty member from another institution, or a well-qualified practitioner. All committee members must hold appropriate Graduate Faculty status.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has posed troubling ethical questions. The mission of the University’s Institutional Review Board for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects, the principal investigator — normally the student — is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. Both the student and the thesis chair are responsible for completing Institutional Review Board training; guidelines for training can be found at http://osp.ua.edu/site/irb_training.html.

The request form for IRB approval can be accessed from http://osp.ua.edu/

Application for Graduation

Each candidate for a master’s degree must apply for graduation through the Office of the Graduate School during the first week of the term in which requirements for the degree are to be completed. The form "Application for Degree" is required for this purpose, and must be completed online.

Student Learning Outcomes for the MLIS

Teaching

Upon completing the SLIS MLIS program, all students should:

- have acquired a basic core of knowledge in the field: the creation and production, organization and access, selection and evaluation, preservation, dissemination and use of information
- understand the nature of professional ethics, display a committed professional attitude, value the role of professional associations, and be committed to individual professional development
• understand the opportunities and challenges of a variety of information settings, their functions and the users they serve and be able to approach the design and management of services and systems
• value teaching and service as ways to advance the field
• have knowledge of current research, an understanding of research processes and methods and an ability to analyze and critically evaluate research and apply it to professional duties
• understand the significance of concepts and contributions of other disciplines to library and information studies and the importance of library and information studies theories, principles, and concepts to other disciplines
• be aware of and sensitive to the impact of information practices, services, and programs on diverse, underserved and multicultural communities
• understand the appropriate technologies and their applications within particular contexts for the organization, retrieval, management, and dissemination of information
• be able to communicate cogently, clearly, and persuasively
• support the development and improvement of library and information services in general with special focus on the people of Alabama and the southeastern United States

Research and Creative Activities. The SLIS faculty:
• publish papers and reports in journals, monographs, and other publications devoted to librarianship, information science and related disciplines
• present the results of research, inquiry, and creative endeavors to peers at professional meetings and exhibitions
• undertake applied research projects including consulting assignments that augment and advance knowledge

Service
The SLIS faculty and staff provide advice and assistance to libraries and information centers that help them to enhance the services they provide.

• The SLIS faculty and staff undertake consulting assignments.
• SLIS provides opportunities for faculty and students to participate in professional associations, to promote the profession and to assume leadership and policy-making roles.
• SLIS faculty, staff and students participate in the work of the University and the School through service on committees and working groups.

Class A School Library-Media Certification
For admission to the Class A School Library-Media program, a candidate must have a valid bachelor’s level or valid master’s level professional educator certificate in a teaching field or a valid master’s level professional educator certificate in another area of instructional support. Effective June 1, 2017, two full years of full-time professional educational work experience in P-12 school system(s) is also required for admission.

Applicants with out-of-state licensure who are employed or seeking employment in another state are responsible for knowledge about professional licensure requirements in the prospective states. An applicant with out-of-state licensure who intends to apply for Alabama certification must first apply for the prerequisite certification in Alabama before applying for Class A School Library-Media certification in Alabama.

All applicants must have a criminal history background check as required by the Alabama Department of Education.

Students pursuing Library Media certification should refer to the State-approved program checklist to ensure that requirements are met. In addition to completing an approved program of study, the candidate is required to earn a satisfactory score on a comprehensive examination administered by the School of Library and Information Studies and earn a passing score on the Praxis for Library Media Specialist.

The approved program of studies for certification is as follows:

Institutional support area

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LS 500</td>
<td>Organization Of Information</td>
<td>3</td>
</tr>
<tr>
<td>LS 501</td>
<td>Intro Library Info Study</td>
<td>3</td>
</tr>
<tr>
<td>LS 504</td>
<td>Media Prod &amp; Utilization</td>
<td>3</td>
</tr>
<tr>
<td>LS 507</td>
<td>User Centered Information Services</td>
<td>3</td>
</tr>
<tr>
<td>LS 532</td>
<td>School Media Centers</td>
<td>3</td>
</tr>
<tr>
<td>LS 542</td>
<td>Instruct Design &amp; Dev</td>
<td>3</td>
</tr>
<tr>
<td>LS 560</td>
<td>Information Technologies</td>
<td>3</td>
</tr>
<tr>
<td>LS 572</td>
<td>Intern Sch Media Cntrs (requires a minimum of 300 clock hours)</td>
<td>3</td>
</tr>
</tbody>
</table>

Foundation of professional studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 500</td>
<td>Intro Exc Childr/Youth</td>
<td>3</td>
</tr>
</tbody>
</table>

Survey of Special Education Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LS 520 or</td>
<td>Early Childhood Materials &amp; Story Programs</td>
<td>3</td>
</tr>
<tr>
<td>LS 521</td>
<td>Matl &amp; Services Childrn</td>
<td>3</td>
</tr>
<tr>
<td>LS 522</td>
<td>Matl Serv Young Adults</td>
<td>3</td>
</tr>
</tbody>
</table>

Total semester hours

36-39

1 Three semester hours are to be earned in courses that meet the foundation of professional studies requirement, as defined by the granting institution. Students who have not already completed a survey course in special education must also take SPE 500 Intro Exc Childr/Youth (or its equivalent). Such students must complete a minimum of 39 semester hours for the degree.

2 Students who have not already completed a survey course in special education must also take SPE 500 Intro Exc Childr/Youth (or its equivalent). Such students must complete a minimum of 39 semester hours for the degree.

If courses equivalent to any of these required courses have been taken previously, substitutions may be made, with the approval of a faculty adviser.

For candidates admitted to the Class A Library Media program July 1, 2017, and thereafter, a minimum GPA of 3.25 on all courses in the Alabama State Board of Education approved library media program is required for certification.

Communication & Information Sciences (CIS), Ph.D.

The college-wide doctor of philosophy degree in the College of Communication and Information Sciences is designed to:

• prepare communication scholars for positions of leadership in education, public service, the media, libraries, information-management positions and other communication-related fields
• add to a student’s usable body of knowledge in a chosen area of specialization within the field of communication and information sciences
• develop each student’s research, teaching and professional capabilities
• promote scholarly achievement and advancement of knowledge in the communication and information science disciplines, through basic and applied research

General Requirements for the PhD Degree

Core requirement. CIS 610, Foundations of Doctoral Study in Communication & Information Sciences, is required of all students.

Theory. Students must complete two of the following four courses:
• CIS 604: Mass Communication Theory
• CIS 605: Cultural, Critical, and Rhetorical Theory
• CIS 606: Knowledge and Information Theory
• CIS 607: Theory Construction and Epistemology

The specific courses from among these four are to be selected by the student in consultation with the student’s program advisory committee. It is strongly recommended that students aim to have at least one of their two required theory courses counted as supporting their area of specialization (see below for details about specializations).

Research methods. Students must complete six hours of research methods coursework. The specific courses are to be selected by the student in consultation with the student’s program advisory committee. The College offers three research methods courses, at least one of which is likely to be among the student’s most appropriate options for fulfilling the research methods requirements. These courses are:
• CIS 603: Communication Research Methods (which focuses exclusively on quantitative research methods)
• CIS 608: Qualitative Research Methods
• CIS 609: Humanistic Research Methods

However, if the student’s program advisory committee recommends or stipulates research methods courses other than CIS 603, CIS 608 and CIS 609, the student need not complete any of these three courses.

Specialization. Students will consult with their program advisory committee to identify a specialization. A minimum of 18 credits must be designated by the program advisory committee as appropriate for the student’s area of specialization. A maximum of 30 credits may be so designated.

Cognate. Students will consult with their program advisory committee to identify a cognate area. It is recommended that students fulfill their cognate requirement in courses outside the College of Communication and Information Sciences. If the cognate is taken within the College, it must be in an area outside the specialization. A minimum of nine credits must be designated by the program advisory committee as appropriate for the student’s cognate area. A maximum of 15 credits may be so designated.

Additional/elective credits. Many students will find they have room in their program of study for one or more additional/elective courses after they have met the minimum core, theory, research methods, specialization and cognate requirements. Students will consult with their program advisory committee to identify appropriate additional/elective courses. These courses may be in the specialization, cognate or other areas as stipulated or approved by the student’s program advisory committee. It is permissible, though generally not advisable, that additional/elective credits be counted not in specialization or cognate areas but simply as elective credits. No more than 18 credits may be designated as additional/elective credits.

Dissertation. The University of Alabama Graduate School requires that students complete 24 hours of dissertation credit. In the College of Communication and Information Sciences, dissertation credits are completed by enrolling in CIS 699 Dissertation Research.

Summary of required credits. In sum, students allocate credit hours as follows:
• Core: 3 hours
• Theory: 6 hours
• Research methods: 6 hours
• Specialization: 18-30 hours
• Cognate: 9-15 hours
• Additional/elective: 0-18 hours
• Dissertation: 24 hours

Other requirements. In addition to the credit hour and coursework requirements specified above, the following policies apply:
• A minimum of 36 hours of coursework must be completed after enrollment in the CIS doctoral program.
• Up to 12 of these 36 hours may be transferred from a student’s master’s program if approved by the student’s program advisory committee. Credits so approved must have been earned within a period of no more than six years prior to admission.
• A minimum of 24 hours of coursework must be at the 600 level. The remainder of hours of approved graduate course credit must be at the 500 or 600 level. No slash-listed 400/500-level course may be taken in the doctoral degree program. A maximum of six hours of 400- or 400/500-level credit may be transferred if completed as part of a master’s degree program.
• Each student must complete a minimum of four 600-level seminars from the College of Communication & Information Sciences curriculum. No 600-level seminar that may be deemed by the student’s program advisory committee to count toward fulfilling the research methods requirement may be counted toward this minimum number of four 600-level seminars. In other words, if a program advisory committee approves a 600-level seminar class as a research methods class, this class cannot also be counted toward meeting the requirements for four 600-level seminar courses.

Required Plan of Study

By the time each doctoral student has completed 30 graduate semester hours of UA and/or transfer work toward the degree, the student must have a doctoral Plan of Study approved by the dean of the University of Alabama Graduate School. Failure to obtain approval of the Plan of Study by the completion of 30 hours may result in the student’s having a hold placed on future registrations.
Students admitted to the doctoral program may be required to complete additional coursework to be prepared for doctoral-level (600-level) study and research in communication and information sciences, at the discretion of the student's program advisory committee or the CIS associate dean for graduate studies.

All degree requirements must be completed within seven years after first enrollment in the program.

Doctoral students who begin the program with incomplete master's theses must complete the master's thesis during the first year of doctoral study. Students must provide official transcripts of their master's degree work as evidence that their master's degree has been awarded. If a student fails to provide the transcript, the College may refuse to administer the PhD preliminary examination and/or may withdraw financial support. The Graduate School may nullify the doctoral program admission.

**Scholastic requirements**

A student must maintain cumulative grade point average of at least 3.00 on a 4.00 scale for graduate courses undertaken following admission to the doctoral program. A doctoral student whose grade point average falls below 3.00 at any time after 6 semester hours have been completed will be placed on academic warning by the Graduate School and the College of Communication and Information Sciences.

- A student on academic warning will not be permitted to apply for admission to candidacy and may not hold an assistantship.
- Warning status must be removed (by raising the overall average to 3.00 or higher) within the next 9 hours of graduate work following the period of warning. Failure to remove the warning status will result in the student's suspension from the Graduate School and the program.
- A grade of "I" (Incomplete) is evaluated as an "F" in computing GPAs, and such grades must be removed within four weeks of the next term of enrollment.
- A student who earns a grade below "B" in more than two courses will be dropped from the program.

Students who are dropped from the program may petition the College of Communication and Information Sciences Graduate Studies Committee for readmission. The committee may in turn make a special request to the dean of the Graduate School for approval of the student's readmission.

**Residency requirement**

The minimum period in which the doctoral degree can be earned is three full academic years of graduate study. The student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student (9–12 hours of coursework per semester) or, if specifically approved by the faculty concerned, one full summer consisting of two terms, preceded or followed by one regular, full-time semester. Only non-dissertation coursework can satisfy this requirement; dissertation research cannot be used. Students must complete their residence requirement before admission to candidacy.

**Preliminary examination**

A preliminary examination is required of all doctoral candidates. The examination is given after all required course work and other work prescribed by the student's Program Advisory Committee has been completed. The examination must be completed at least three months before the degree is awarded.

The student demonstrates, through written and oral examinations, a capacity to understand, synthesize, and apply communication theory and research techniques, as well as demonstrate knowledge of the pertinent literature, issues, and recent advances in the student's area of specialization and cognate area of study. In other words, the examination must cover:

1. theory
2. research methods
3. the student's area of specialization, and
4. cognate area

The written examination is administered by the student's program advisory committee, which may call on other faculty members associated with the student's coursework for assistance in preparing the examination. Sixteen hours are set aside for the examination—four hours for each division (theory, methods, specialization, and cognate). The examination is to be completed within a two-week period.

The oral portion of the examination is required of all students and will be scheduled as soon as possible following the completion of the written examination. Immediately following the oral examination, the examining committee will determine whether the student has passed, must perform additional work to demonstrate competency in one or more areas of the examination, or has failed the examination. When additional work is required, the examining committee may choose to administer another oral examination. In the case of a clear failure, re-examination must take place after six months and before twelve months have elapsed. Each of the four portions of the preliminary examination may be taken only twice. The examining committees will rule either pass or fail on the second examination.

**Admission to candidacy**

A student is certified by the dean of the UA Graduate School for admission to candidacy for the PhD in Communication & Information Sciences after meeting the following requirements:

- completion of the program of coursework and other requirements prescribed by the student's program advisory committee, approved by the CIS associate dean for graduate studies, and approved by the dean of the UA Graduate School on the Plan of Study and Admission to Candidacy forms
- demonstration, by passing the preliminary examination, of competence in the theory, research methods, the specialization, and the cognate
- a successful defense of a dissertation proposal
- approval by the UA Graduate School of the Admission to Candidacy for the Doctoral Degree

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the UA Graduate School as soon as possible after passing the comprehensive (preliminary) examination.

**Dissertation committee**

Following a successful completion of preliminary examinations, the candidate for the PhD in Communication and Information Sciences must form a dissertation committee.

The dissertation committee is composed of at least five members. The Graduate Faculty of the College of Communication and Information Sciences must be represented by at least three members. A fourth member may be from CIS or from a college or school outside the College of Communication and Information Sciences, but he or she must have graduate faculty status. A fifth member, to be appointed by the Graduate School of the University, must be a member of the Graduate Faculty in
The University offers several types of doctorates, each of which is described below.

**Doctoral Degrees**

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reafirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary
There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to “opt in” to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended
dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

**Dissertation Proposal**

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must
be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below.

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
</tbody>
</table>

After 4:45 p.m. on the last-possible 1 day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)

After 4:45 p.m. on the last-possible 3 day to register or add a course for the student’s final semester (date published in the University Academic Calendar)

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Expedited Admission Track into the CIS Doctoral Program
The Expedited Admission Track into the CIS doctoral program allows highly qualified students to be admitted into the doctoral program after they complete an undergraduate degree. Such students will begin graduate coursework in a specific Master of Arts (MA) degree program of the College and complete their graduate degree as College-wide doctoral candidates, without having to reapply for admission or to transfer credit hours from the MA program into the PhD program. In short, if admitted on the expedited track, candidates will be able to count all of their MA coursework, rather than the maximum of 12 hours, toward their doctoral degree.

Students admitted on the expedited track would be required, upon completion of 24 hours of graduate coursework, to take a 12-hour comprehensive, qualifying examination administered by their academic advisor, program committee, and two representatives of the PhD program selected by the CIS associate dean for graduate studies. The PhD program representatives will lead the committee’s determination of the overall quality of the comprehensive exam answers. If the candidate passes the qualifying examination, the candidate will be approved to continue in the CIS doctoral program. The completed 24 credit hours then also will apply toward the minimum of 48 hours of graduate course work required for the PhD. Upon completion of graduate work, such candidates will receive the MA degree, along with the PhD. Students deemed not to have demonstrated sufficient mastery to qualify for continuing in the doctoral program will be permitted to complete the remaining requirements for their designated MA program and receive that degree from the College upon its completion.

Requirements
Students who wish to apply for the expedited admission track must meet the following criteria:

- Hold regular admission status for a specific College MA program and for admission into the PhD program (see requirements below)
- Submit a statement of purpose indicating interest and commitment to graduate work through the doctoral level
• Upon completing 24 hours of graduate coursework, passing a comprehensive, qualifying exam for continuing toward the doctoral degree
• Earn a certificate of completion, or equivalent, for the MA program, whereupon official admission into the doctoral program would be recognized

The UA Graduate School stipulates that the PhD requires a minimum of 48 hours of graduate coursework and 24 hours of dissertation. The expedited track meets this requirement. It is recommended that during their MA program matriculation students complete 600-level CIS classes likely meet the theory and research methods requirements for the doctoral degree. See the Coursework section above for details about theory and research methods requirements in the CIS doctoral degree program.

**Assistantships in the expedited track**

It is expected that students admitted to the expedited doctoral degree track receive funding from the department in which the student takes the first 24 hours. At his or her discretion, the CIS associate dean for graduate studies may offer the student a graduate teaching or research assistantship. If the CIS associate dean for graduate studies declines to offer the student an assistantship, the department in which the student will earn the MA is expected to provide an assistantship until the student completes the first 24 hours. The decision whether or not the MA department will provide support for the first 24 hours is solely a departmental decision.

After qualifying to continue in this track, students must complete 24 hours of coursework at the 600 level in order to complete doctoral program coursework requirements. Upon completion of 48 hours of graduate work, PhD candidates then follow the same procedures for exams and dissertation as required of all PhD candidates in the College program.

**Faculty**

**Associate Dean for Graduate Studies**
William Evans

**Graduate faculty**
Cory Armstrong
Meredith M. Bagley
Beth S. Bennett
Andrew C. Billings
Kimberly L. Bissell
Laurie Bonnici
Robin Boylorn
Kenon Brown
Matthew D. Bunker
Jeremy G. Butler
William Sim Butler
Glenda Cantrell
Alexa Chilcutt
George L. Daniels
Anna Embree
Robert N. Gaines
William J. Gonzenbach

Karla K. Gower
Jennifer D. Greer
Glenn Griffin
Darrin Griffin
Suzanne Horsley
Hyoungkoo Khang
Eyun-Jung Ki
Terry Kinney
Margot O. Lamme
Wilson H. Lowrey
Steven L. MacCall
Mary M. Meares
Steve K. Miller
Carol Bishop Mills
Jamie C. Naidoo
Mark D. Nelson
Elliot T. Panek
M. Scott Parrott
Joshua R. Pederson
Joseph E. Phelps
Ann E. Prentice
Rachel A. Raimist
Robert B. Riter
Christopher Roberts
Miriam E. Sweeney
Lu Tang
Kristen J. Warner
Jeffrey Weddle
Shuhua Zhou

**College of Community Health Sciences**

**Admission Requirements**

The College of Community Health Sciences does not offer a degree, and students taking courses offered by CCHS are enrolled in other Graduate School programs. Admission requirements for these programs are provided by individual programs and the Graduate School. For more information, visit the Graduate School’s website and the Admission Criteria section of this catalog.

See the Admission Criteria section of this catalog for more information.

**Graduate minor in community health sciences**

The aim of the graduate minor in community health sciences is to provide the student with an understanding of health and disease as processes influenced by a wide range of factors, from the molecular to the sociocultural. The minor emphasizes the concepts and tools of epidemiology, community and family medicine, and behavioral sciences.
To obtain a graduate minor, the student must successfully complete 12 hours in community health sciences (CHS) courses. The following three courses are required:

**Required courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHS 520</td>
<td>Basic Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>CHS 527</td>
<td>Health Policy &amp; Planning</td>
<td>3</td>
</tr>
<tr>
<td>CHS 620</td>
<td>Ind Study In Prev Med</td>
<td>1-5</td>
</tr>
</tbody>
</table>

In addition, students must take 3 credit hours of their choice from other graduate CHS offerings.

It is anticipated that the entering student will have a sufficient background in quantitative methods. If not, the student will be required to take CHS 525 Biostatistics prior to the other required coursework; CHS 525 will complete the student's required 12 credit hours.

The courses listed below are open to qualified graduate students. Medical school and family practice residency curricula are published separately from this catalog.

**CHS500 Rural Envir/Occup Health**
Hours 3

The goal of the course is to help the student recognize environmental and occupational health hazards in the rural setting, the effects of exposure to these hazards, and preventive measures that should be taken to avoid them.

**CHS520 Basic Epidemiology**
Hours 3

A course for students in health-related fields. The basic epidemiologic approach is developed; principles and methods are learned through readings (text and published studies), lectures, discussions, and the preparation of a research design by each student.

**CHS521 Introduction to Clinical Epidemiology**
Hours 3

The purpose of this course is to teach the principles and practice of epidemiology as a science discipline. Objectives: 1. Understand the basic principles of epidemiology, 2. Conduct a critical appraisal of epidemiologic studies, 3. Be knowledgeable about the various types of study design, 4. Describe how epidemiology relates to public health and medical practice.

**CHS522 Community Clinical Proc**
Hours 3

A combination of scheduled sessions and fieldwork activities. The fieldwork will consist of visiting with an assigned rural advisor, completing a rural community assessment, and assisting with community health screenings and education programs.

**CHS523 Indep Stdy Community Med**
Hours 1-6

*No description available.*

**CHS525 Biostatistics**
Hours 3

A course in statistical methods and concepts particularly appropriate for biomedical research and health-related subjects. Topics include descriptive statistics, probability, parametric and nonparametric procedures for one-group and two-group problems, contingency tables, and computer applications.

**CHS527 Health Policy & Planning**
Hours 3

Designed to assist the student in understanding the planning process and factors that influence and determine policy decisions.

**CHS530 Principles of Stress Management**
Hours 3

The purpose of this course is to help Rural Community Health and Agricultural Safety & Health graduate students, learn to identify, understand, and manage the stressors that most affect their lives. Students will be exposed to the latest research findings on the physical, psychological, sociological, and spiritual aspects of stress. In addition, students will be presented with an in-depth array of coping skills, including relaxation techniques, behavior change interventions, and strategies for defusing physiological arousal. Students will be introduced to the tools they need to cope with stress in an increasingly stressful world. Special emphasis will be placed on clinical concerns (e.g., methods for alleviating stress) for rural populations.

**CHSS532 Comm Clinical Process II**
Hours 3

A continuation of studies from CHS 522 that will include an introduction to basic physical assessment techniques and continuation of a community project.

**CHSS534 Interprofessional Health Communication**
Hours 3

This interprofessional course focuses on understanding roles, how to work in a team using a common language; presenting information that other team members can understand, contributing to safe and effective systems. Identify basic concepts of effective teamwork among professions with an emphasis on communication and teamwork. Prerequisite(s): •3.0 undergraduate GPA (minimum) for undergraduate degree or last 60 hours •Bachelor's degree from a regionally accredited college or university •Acceptance into the certificate program

**CHSS540 Rural Community Interaction I**
Hours 3

The purpose of this course is to introduce participants to real life and practical application and topics related to rural medicine, with an emphasis on minority populations. The course is divided into two parts: a shadowing experience with a primary care provider working in a rural or underserved setting, and a seminar series. Additionally the course will include a special service learning project in order to further expose students to practical application of issues and topics in rural or underserved communities.
The University of Alabama

CHS541 Rural Community Interaction II
Hours 3

The purpose of this course is a continuation of Rural Community Interaction I and introduces participants to additional real life and practical applications and topics related to rural medicine, with an emphasis on minority populations. The course is composed of two class projects of planning, implementation, and evaluation of a community screening event to be selected by the class. Each student will also complete a final paper (5 double-spaced typed pages) describing their cumulative experiences including lessons learned.

Prerequisite(s): CHS 540

CHS590 Clinical Correlations Biochem
Hours 3

The purpose is to study biochemical principles in a clinical context and to observe the process of medical information assembly and reasoning in clinical care.

Prerequisite(s): BSC 550

CHS620 Ind Study In Prev Med
Hours 1-5

Research or directed reading in community medicine topics, including health care delivery, preventive medicine, and health policy aspects of other related topics.

CHS622 Directed Research in Community Health
Hours 3

An advanced applied-research course designed to develop skills in the analysis and evaluation of health problems of community interest.

Prerequisite(s): CHS 520 and CHS 525

CHS625 Advanced Epidemiology
Hours 3

No description available

CHS627 Multivar Meth Hlt Stats
Hours 3

Emphasis is on application and interpretation of statistical software that performs techniques such as multivariate analysis of variance, discriminant analysis, logistic regression, log-linear modeling, and factor analysis.

CHS637 Adv Multivariate Meth Biostat
Hours 3

Topics will include exploratory and confirmatory factor analysis, path analysis, structural equation models and other topics of interest to students.

Prerequisite(s): CHS 627

CHS801 Clinical Clerkship
Hours 18

No description available

CHS802 Clinical Clerkship
Hours 18

No description available

CHS900 Residency
Hours 12

No description available

College of Education

Department of Curriculum Instruction (p. 330)
Department of Educational Leadership, Policy, and Technology Studies (AEL, AHE, AIL, BEF, CAT) (p. 338)
Department of Educational Studies in Psychology, Research Methodology, and Counseling (BCE, BEP, BER, BSP) (p. 350)
Department of Kinesiology (KIN) (p. 370)
Department of Music Education (MUE) (p. 374)
Department of Special Education and Multiple Abilities (SPE, MAP) (p. 377)

Masters Degree Programs in Education

The College of Education offers graduate work for the master of arts degree in counselor education (school counseling, clinical mental health counseling and rehabilitation counseling); educational leadership; higher education administration; educational psychology; general educational psychology; educational psychology: school psychometry; elementary education; human performance; secondary education (music education is available as a specialization within secondary education); and special education.

The rules of The University of Alabama Graduate School pertaining to transfer of credit, academic progress, graduation requirements, admission to candidacy and time limits apply to all students in College of Education masters degree programs and are found in the Degree Requirements section of this catalog.

Masters Programs Prerequisites

The prerequisites for programs leading to the master of arts degree include:

- the completion of an appropriate baccalaureate curriculum, and in most programs
- professional teacher certification.

For a student in music education, audition, ensemble performance or teaching sample and music history and music theory testing are required prior to or during the first 12 hours of graduate study.

For the Class A Reading Specialist program, two full years of full-time classroom teaching experience are required. Additionally, the Praxis for Teaching Reading is required for those with prerequisite certification in
a teaching field other than Elementary, Early Childhood or Collaborative (K-6).

Effective July 1, 2017, two full years of full-time, acceptable professional educational work experience will be required for admission to Class A instructional support programs (School Counseling, School Psychology and Sport Management—also includes Library Media in the College of Communication and Information Sciences).

For a student in educational leadership, a valid Alabama Class B Professional Certificate in a teaching field or a valid Alabama Class A Professional Certificate in a teaching field or instructional support area and three full years of full-time, acceptable professional educational experience in a P–12 setting, which must include at least one full year of full-time P–12 teaching experience, are required. In addition, students preparing for positions in educational leadership are required to complete screening procedures, including special tests, interviews and portfolios.

**Masters Degree Requirements**

There are two study plans available to students pursuing the master of arts degree. Candidates for the masters degree under Plan I must earn a minimum of 24 semester hours of credit in coursework and must write a thesis. Candidates for the masters degree under Plan II must earn a minimum of 30 semester hours of credit; a thesis is not required.

Masters degree programs leading to professional certification normally require a minimum of 30 semester hours. Nontraditional, alternative certification programs requirements vary; however, they normally require 39–45 graduate hours in addition to any of the applicant’s undergraduate deficiencies. Courses that are taken for undergraduate credit may not be repeated for graduate credit. In compliance with regulations established by the Alabama Department of Education and outlined in the Alabama Administrative Code, coursework used to meet Class B certification requirements may not be used to meet requirements for Class A certification in any teaching field or area of instructional support.

A student completing requirements for a masters degree during a semester or summer session who does not need a full class load to meet those requirements may, with approval of the advisor and department head, register for additional courses toward a Class AA Professional Certificate, not to exceed the maximum prescribed class load.

Additional details on all other degree requirements are in the Degree Requirements section of this catalog and may be outlined in the individual program descriptions in this catalog. Under each plan (including the nontraditional, alternative program) the student must pass a comprehensive assessment in the field(s) of study at an appropriate time toward the close of the student’s work. The assessment may include, but may not be limited to, an oral exam.

**Nontraditional, Alternative Initial Teacher Certification**

The College of Education has been approved by the state board of education to offer special programs of study leading to the masters degree for degree holders who have not previously completed a teacher-education program. Admission to these programs requires a passing score on an entrance examination— the revised Graduate Record Examination (GRE) or the Miller Analogies Test (MAT)—appropriate for admission to the Graduate School and a minimum 3.0 grade point average for all previous college-level work attempted. Individuals may be considered for admittance if the graduate admission test score or GPA does not meet the above criteria. For admission to an Alternative Class A program, effective July 1, 2017, and thereafter, one must have earned a bachelor’s degree with a minimum, overall GPA of 2.75 or a master’s degree (or higher) with a minimum GPA of at least 3.0.

Also for admission, effective September 1, 2017, applicants to alternative certification programs must earn passing scores on the Praxis Core Academic Skills for Educators Tests of mathematics, reading, and writing. Information about the Praxis Core Tests is available online at https://www.ets.org/praxis/register/centers_dates or in Student Services, 104 Carmichael Hall. [NOTE: Individuals who earned passing scores on all three components of the previously allowed Basic Skills tests prior to September 1, 2017, may use those scores prior to September 1, 2022, in partial fulfillment of requirements for admission to an Alternative Class A program.]

Individuals applying to alternative initial teacher certification programs must also meet the minimum qualifications that are expected of candidates entering and completing undergraduate (Class B) certification in the same discipline. This usually means minimum GPA requirements in the core curriculum as well as minimum GPA requirements within the disciplines in which the applicant is seeking certification. Other requirements, such as completion of writing tests, passing scores on the Praxis Core Tests, and other screening associated with undergraduate certification, must be completed before formal admission to the alternative teacher education program. Some additional undergraduate work may also be required for admission. In addition to admission to the Graduate School, each prospective student must secure an appropriate transcript evaluation letter from personnel in the Office of Student Services and Certification, 104 Carmichael Hall. Students may not complete more than five approved program courses prior to unconditional admission.

Nontraditional, alternative certification programs are available in elementary, English for speakers of other languages (ESOL), foreign languages, music education, physical education, secondary education (most fields), and special education (collaborative, early childhood special education, gifted, and multiple abilities).

To graduate, students in these programs must complete the required semester hours in specific graduate courses. Upon completion of an Alternative Class A (master’s level) program, the student is eligible to be recommended for an Alabama Class A Professional Educator Certificate. For most programs, no more than 12 semester hours of graduate courses may be completed in a nontraditional, alternative program before the removal of all admission deficiencies, unless special permission is granted by department heads in conjunction with personnel in the Office of Student Services and Certification, 104 Carmichael Hall. A student with a master’s or higher degree in a secondary teaching field (or K–12 in music) generally may apply up to 12 semester hours from that degree to the fulfillment of teaching field requirements.

**Clinical Placements**

All Class A and Alternative Class A programs require extensive field experiences in diverse settings. The majority of field experiences must occur in P-12 schools, and at least half of the field experiences shall be in the candidate’s teaching field or area of instructional support. These placements are in the greater Tuscaloosa area (with the exception of music education and distance learning) in order to facilitate supervision of students. For Early Childhood Special Education and Early Childhood programs, field experiences shall include placements in at least two of the three main types of early education settings: K-3, child care centers and homes, and Head Start programs. With approval, individuals who are employed in positions appropriate to the area of their current program
may complete field experiences on the job, but those experiences must be planned with specific purposes and assessment.

All clinical placements in the College of Education relating to teacher certification are coordinated through the Office of Clinical Experiences. For students in the Class A Instructional Leader program, internships are coordinated through the Department of Educational Leadership, Policy, and Technology Studies.

**Professional Liability**

Students enrolled in College of Education courses that require a clinical placement are required to provide proof of professional liability insurance before being allowed to participate in a clinical placement. Professional liability insurance may be purchased through an independent insurer or is available to students who are members of the Student Alabama Education Association (SAEA), the Council for Exceptional Children (CEC), or Collegiate Music Educators National Conference (CMENC). Further information and membership applications may be obtained from the Office of Clinical Experiences.

**Teaching Internship Requirements**

The teaching internship (formerly called student teaching) is one of the most important experiences College of Education students have. It is generally regarded as the culminating activity of one's preparation to become a teacher.

At The University of Alabama, the internship is a full-semester, full-time assignment and must be taken in residence.

Both alternative (nontraditional, fifth-year) and graduate students must file internship applications with the Office of Clinical Experiences in 105 Graves Hall during the semester preceding the semester of the planned internship. The application process begins by attending a mandatory application session, which is held the first Wednesday in October for spring-semester interns and the first Wednesday in March for fall-semester interns. The time, date, and place of the application session are announced at the beginning of each semester. The deadline for filing applications for a spring-semester internship is October 31; for a fall-semester internship the deadline is March 31.

Students may apply to enroll for an internship if they meet the following criteria:

- The student must have completed all courses in the major or majors, or must secure written permission to enroll for an internship from the appropriate department head.
- The alternative master's student must show proof of a passing score on the appropriate Praxis assessments.
- The traditional master's student must show proof of a passing score on the appropriate Praxis subject assessment(s) if seeking certification in an area which differs from current certificate.
- The student must have achieved a minimum grade point average of 3.0, both for all University of Alabama courses attempted and for all University of Alabama courses and transfer courses combined.
- The student must have achieved a minimum grade point average of 2.75 in each major, both for University of Alabama courses in each major and for combined University of Alabama courses and transfer courses in each major.
- The student must have achieved a minimum grade point average of 2.75 for professional education coursework.
- The student must have completed all methods courses and appropriate professional coursework with grades of "C" or better.
- The student must have removed from the transcript any grade of incomplete ("I") recorded in required courses; grades of incomplete are treated as grades of "F."

**Registration for Internship Credit Hours**

Graduate students are required to register for the number of internship credit hours specified by their program. In some programs, graduate students may be allowed to choose a 6-hour registration or a 9-hour registration; course requirements are the same whether 6 hours or 9 hours are taken. Graduate students whose program requires two internship placements should register for two sections of internship (3 hours per section or 4.5 hours per section). Students enrolled for internship must not expect to be enrolled in other courses while interning.

**Policy on Internship Placements**

All internship placements are coordinated by the College of Education Office of Clinical Experiences. Placement sites are selected so as to ensure the quality of the internship experience and of the supervision provided by the cooperating teacher. All internship placements are in the greater Tuscaloosa area (with the exception of music education) in order to facilitate supervision of students by University of Alabama faculty or other designees of the department heads. Placements outside the greater Tuscaloosa area are made only if the director of clinical experiences and/or the department head determines that an appropriate local placement is unavailable.

With approval, a candidate admitted to a traditional Class A or an Alternative Class A program who is employed in an Alabama school may complete the internship in the candidate’s classroom if the candidate holds a valid Interim Employment Certificate (IEC or SAC) for the appropriate teaching field and assignment.

Students may apply for overseas internships if they meet certain criteria and if appropriate placements can be coordinated by the Consortium for Overseas Student Teaching (COST) and/or The University of Alabama. Applications for overseas internships are taken during January for placements for the next fall semester, and in May for placements the succeeding spring semester. Contact the Office of Clinical Experiences in 101 Graves Hall for additional information.

**Internship Assignments**

- Elementary education (K–6) interns will receive a placement in lower elementary (grades K-3) and upper elementary (grades 4-6) unless substantial field experiences are required and completed at both levels.
- Secondary education (6–12) interns with a comprehensive major may receive one or two internship assignments; students with two secondary majors will receive a split internship assignment; half in each major.
- Special education-Collaborative (K–6 or 6–12) interns will receive a split internship assignment: half in a severe and profound setting and half in a mild to moderate setting. The placements will be divided according to their certification grade levels. For candidates seeking certification in BOTH Collaborative K-6 and Collaborative (6-12), the internship shall be divided between early childhood/elementary and middle/secondary grades.
- Special education-early childhood (birth—age 8) interns will receive a split internship assignment: half in a special education preschool setting and half in a kindergarten through 2nd grade setting. These placements will be in a public school setting where a child has been identified with a disability.
- MAP (P–6) interns will receive a minimum of four placements covering two semesters: The placements will be in lower elementary
(grades K-3) and upper elementary (4-6), and at least two of the following age groups: birth-age 3, age 3-5, and age 5-8. Placements will include children with and without identified disabilities.

- P–12 programs in physical education, foreign language, or music education interns should expect to have a split internship assignment between an elementary and a secondary school.

- English for Speakers of Other Languages (ESOL) interns should expect to have a split internship assignment between an elementary and a secondary school or if ESOL interns are employed full-time as an ESOL teacher in a public school setting, they may complete one semester of internship in their own classroom under the supervision of their building principal and a first-term summer semester of internship in an ESOL summer program coordinated by the Office of Clinical Experiences under the supervision of a University of Alabama ESOL faculty member.

If a candidate is seeking certification in two or more distinct teaching fields, an additional internship(s) will be required (unless the internship is defined according to the State-approved program.)

If a candidate is seeking certification in two or more related fields, the internship may be divided between the two teaching fields.

**Summer Internship**

Summer internships are rarely available and then only to persons who hold an undergraduate degree and certification and have one or two years of successful teaching experience at the level and in the subject for which they are seeking certification (with approval from the department head). In addition, summer internship assignments are allowed only if an appropriate placement can be secured in the Tuscaloosa area and appropriate supervision can be provided. These conditions also apply to those seeking to update or renew their certification or add an additional endorsement to a current certificate. To apply for a summer internship, file an appropriate application with the Office of Clinical Experiences in 105 Graves Hall by March 31 of that year.

**Educational Specialist Degree Requirements**

The College of Education offers graduate work for the educational specialist (EdS) degree in counselor education; educational leadership; educational psychology; general educational psychology, educational psychology, educational research, and school psychology; elementary education, secondary education (music education is available as a specialization within secondary education); and special education.

The College of Education conducts its EdS programs in accordance with The University of Alabama Graduate School policies outlined in this catalog. The EdS degree requires a minimum of 30 semester hours of study beyond the master’s degree. (Students completing an EdS program and also expecting to receive an Alabama Class AA certificate for service in the public schools must complete a minimum of 30 semester hours and achieve a minimum 3.25 grade point average on all work attempted.) Effective for candidates admitted July 1, 2017, and thereafter, a cumulative grade point average of not less than 3.50 is required for all courses in a Class AA teaching field or area of instructional support.

Additionally, for admission to Class AA instructional support programs (School Counseling or School Psychology), at least two full years of full-time acceptable professional work experience is required. For admission to Class AA Teacher Leader, a minimum of three full years of full-time teaching experience in a P-12 setting is required.

Admission to the Graduate School does not mean that the EdS student is admitted to candidacy for the degree. Requirements for admission to candidacy for the EdS degree are the same as those for the master's degree in the same area. A student should note any foreign language requirement. Each EdS student completes the Admission to Candidacy for the EdS Degree form that is on the Graduate School's website and submits it to the Graduate School. The Graduate School must approve the student’s EdS plan of study prior to admission to candidacy for the degree.

A standard form for an EdS plan of study is not available at the Graduate School’s website, because each department or program participating in the EdS degree has established a framework of requirements for the degree that indicates the general structure of its program.

Additional information concerning the plan of study, admission to candidacy, admission and degree requirements may be outlined in the individual program descriptions, College of Education Admission requirements (p. 328) and the Graduate School's Admission Criteria and Degree Requirements sections of this catalog.

See the Admission Criteria section of this catalog for more information.

**Class AA Certification Programs**

Graduate students seeking Class AA certification must enroll in and complete the EdS (or doctoral) program in that certification area in order to obtain University of Alabama recommendation for Class AA certification. A student who takes a course for credit in a master’s level program may not take the same course for credit in a sixth-year program. In compliance with regulations established by the Alabama Department of Education and outlined in the Alabama Administrative Code, coursework used to meet Class B or Class A certification requirements may not be used to meet certification requirements for Class AA certification in any teaching field or area of instructional support.

The College of Education conducts its EdS programs in accordance with The University of Alabama Graduate School policies outlined in the Degree Requirements (p. 14) section of this catalog. The EdS degree requires a minimum of 30 semester hours of study beyond the master’s degree. (Students completing an EdS program and also expecting to receive an Alabama Class AA certificate for service in the public schools must complete a minimum of 30 semester hours and achieve a minimum 3.50 grade point average on all work attempted.)

**Clinical Placements**

All Class AA programs require extensive field experiences in diverse settings. The majority of field experiences must occur in P-12 schools, and at least half of these shall be in the candidate’s teaching field or area of instructional support. These placements are in the greater Tuscaloosa area (with the exception of music education and distance learning) in order to facilitate supervision of students. For Early Childhood Special Education and Early Childhood programs, field experiences shall include placements in at least two of the three main types of early education settings: K-3, child care centers and homes, and Head Start programs. Placements for students in the Class AA Instructional Leader program are coordinated through the Department of Educational Leadership, Policy, and Technology Studies.

All clinical placements in the College of Education relating to teacher certification are coordinated through the Office of Clinical Experiences.

**Professional Liability**

Students enrolled in College of Education courses that require a clinical placement should have professional liability insurance. Professional liability insurance may be purchased through an independent insurer or is available to students who are members of the Student Alabama
Doctoral Programs in Education

Programs leading to the doctor of philosophy (PhD) degree are offered in counselor education, educational administration, higher education administration, educational psychology, educational research, elementary education, human performance, instructional leadership, school psychology, secondary education (music education is available as a specialization within secondary education), and special education. Programs leading to the doctor of education (EdD) degree are offered in counselor education, educational administration, higher education administration, educational psychology, elementary education, instructional leadership, school psychology, secondary education (music education is available as a specialization within secondary education), and special education. The doctoral programs are designed for school personnel and others engaged in educational service and leadership.

A masters degree from an accredited institution is required for admission into most of the EdD or PhD program in the College of Education. Some program areas, however, will consider applicants with only a bachelor’s degree for admission into a 90 hour doctoral degree program. Other objective and subjective criteria are employed to select students whose success can be reasonably predicted. Some doctoral programs have further prerequisites for admission such as a professional teaching certificate and/or certain experience in teaching or a related activity. Those who wish to pursue doctoral study in the College of Education should communicate directly with the head of the department to ensure they meet the prerequisites for the area in which they wish to study.

In planning a program, doctoral students should follow these steps:

Declaration of Intent

If applicable, before establishing a doctoral committee, students must successfully complete a screening process in the department in which they wish to study. The applicant initiates the screening process by filing a declaration of intent form with the appropriate department head. The forms are available in the departmental offices.

Preliminary Conference

As part of the screening process in some departments, appropriate faculty members review information the applicant has supplied and interview the applicant. In this preliminary conference, consideration is given to factors such as the applicant’s academic and professional background, test scores, personal traits, professional goals and aspirations, and other factors that pertain to the ability to complete the program successfully and continue a productive career. The applicant is notified of the decision of the screening committee by the department head within a few days following the preliminary conference. The department head notifies the College of Education Office of Student Services of the decision by returning the appropriately marked declaration of intent form.

Appointment of Advisor and Doctoral Program Advisory Committee

Students accepted for doctoral study will be asked to confer with the appropriate department head regarding the appointment of advisors and program advisory committees. Nominations for appointment to these committees are made by the program chairperson through the department head to the dean of the College.

EdD program advisory committees usually consist of a minimum of three members of the graduate faculty: a chairperson who represents the student’s major area of study and who will be the major advisor for the student in program planning and research, and two members (one from outside the department of the College in which the student is majoring) who can also be of assistance in their areas of expertise.

PhD program advisory committees must have at least five members: a chairperson, who is drawn from the graduate faculty and who represents the student’s major area of study (the chairperson serves as the major advisor in program planning and research) and four members, one of whom must be from outside the department of the student’s major.

Program Planning

As soon as possible after the appointment of the doctoral program advisory committee, but no later than the end of the first semester of doctoral study, the student and the major advisor should convene a meeting of the program advisory committee. At this program-planning meeting, the student provides each member with a formal written summary of graduate study to date. The student and the committee then plan a program of study to meet the academic and professional needs of the student and fulfill all requirements of the program, the College, and the Graduate School. Plan of Study forms for both doctoral degrees may be obtained in the departmental offices.

Official copies of the Plan of Study agreed upon by the student and the committee shall be dated, signed by the committee members and the department head, and distributed to the Office of the Graduate School, to the student’s program office for inclusion in the student’s program file, to the dean, and to the committee members. Any deviation from the Plan of Study must be approved by the committee and noted by the chairperson on the student’s official record. An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

The program advisory committee continues to assist the student in program planning and advisement until the student satisfactorily completes all major and minor comprehensive examinations.

Degree Requirements

The PhD requires a minimum of 72 hours of graduate study beyond the master’s degree, comprising at least 48 hours of coursework and 24 hours of dissertation research. The course of study must include no fewer than 24 semester hours in a major field, a minimum of 12 semester hours in foundational coursework, and a minimum of 12 semester hours in research methods. Although there is no longer a college-wide requirement, individual departments may stipulate additional hours for a minor requirement or research methods.

The EdD degree requires a minimum of 72 hours of graduate study beyond the master’s degree, including at least 60 hours of coursework and 12 hours of dissertation research. The course of study must include no fewer than 24 hours in a major field, a minimum of 12 semester hours in a major field, and 12 semester hours in foundational coursework.
hours in foundational coursework, and a minimum of 12 semester hours in research methods. With the approval of the Student’s program advisory committee, some departments permit up to 6 semester hours of dissertation research credit to be included in the 60 hours of required coursework. In such cases the minimum number of hours is 66.

Students pursuing PhD and EdD degrees in the College of Education must satisfy the following foundations requirement: 12 hours of graduate coursework comprising (1) any BEF or BEP classes or (2) any non-research methods courses outside the student’s department. Foundations courses cannot come from the student’s major program. Approved by the program study committee, these classes should introduce the student to theoretical discourses and bodies of knowledge that provide a depth and breadth of understanding necessary for fluency with the research, theory, and scholarship foundational to the student’s field of inquiry and dissertation research. A 12–15 semester hour research/statistics competency is also required in all PhD and EdD programs.

Additional information is in the Degree Requirements section of this catalog.

**Major and Minor Examinations**

Each PhD candidate must demonstrate competence in his or her major fields (and minor fields, if required by the department). Each EdD student must demonstrate competence in the broad area of knowledge and any areas of specialization specified in his or her program of study. Written comprehensive examinations are required to determine competence in the student’s major (PhD) or broad area of knowledge (EdD); an oral defense of the written examination may be requested. A student who fails a major or minor examination may repeat it only once.

A student may apply to take the comprehensive examination in the major after filing a Plan of Study, completing at least one semester in residence, and obtaining approval of the department head (or the department head’s designee) to take the examination. An examination application should be filed with the appropriate department head at least four weeks in advance of the scheduled testing date.

Comprehensive examinations in minor fields or areas of specialization can be taken after the student has completed all coursework in the minor field. The chairperson of the program or department offering the minor or area of specialization may establish evaluating procedures other than a written comprehensive examination.

**Dissertation Committee**

The dissertation committee, with the director of the dissertation as its chairperson, is responsible for assisting the doctoral student in developing and conducting dissertation research. Once the dissertation committee is formed, the student’s program planning committee is disbanded. To form the dissertation committee, the student meets with the chairperson of the program advisory committee to discuss a potential dissertation topic and identify faculty with relevant expertise who by virtue of full membership in the graduate education faculty may chair the dissertation committee. The student then requests such a faculty member to chair the dissertation committee, and together they recommend at least four additional members of the committee, at least one of whom is from outside the department that includes the student’s major field of study.

The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

Selection of the committee chairperson and members should be based on the relationship between the expertise and scholarly interests of the faculty members and the student’s proposed dissertation topic. The student and committee chairperson recommend the committee to the program chairperson who recommends the committee to the department head, who in turn recommends the committee to the dean of the College of Education.

The dissertation committee chairperson provides intense counsel in selecting the dissertation problem, developing the proposal, coordinating input from committee members, chairing committee meetings, guiding the student’s dissertation research, guiding the writing of the dissertation, and chairing the oral defense of the dissertation. The dissertation committee assists the student in developing the proposal, conducting dissertation research and writing the dissertation, and judges the adequacy of the student’s dissertation defense. Close cooperation and involvement of all committee members are expected at all stages of the dissertation process, from the development of the proposal to successful oral defense of the dissertation. The student, in consultation with the chairperson of the committee, is responsible for scheduling committee meetings.

**Dissertation Proposal**

The dissertation is a contribution to research and literature in a field. It represents the student’s ability to identify a problem; develop an understanding of the relevant literature and previous research in an area of inquiry; formulate cogent research questions or hypotheses; report and discuss results of investigation; and derive conclusions, implications, and recommendations from results. The dissertation proposal is the first major step in this process.

The topic of the dissertation should evolve from the student’s academic and professional interests. The topic will not be accepted until the dissertation committee formally meets and approves a comprehensive dissertation proposal. While a student may present a brief prospectus to the committee informally, the acceptance of the complete dissertation proposal is necessary before the student has approval from the committee to pursue the dissertation, and before the student is admitted to candidacy for the doctoral degree.

The dissertation proposal will include an introduction to the problem, a statement of the problem, research questions or hypotheses, a comprehensive review of literature and related research, a description of the methods of inquiry or research methods to be employed in the investigation, and the results of pilot studies (where appropriate). It is expected that the information presented in the proposal will be comprehensive and will include discussion of the areas just mentioned in a form that is essentially the same as the final dissertation. Some departments require a formal prospectus prior to the dissertation proposal.

Prior to the formal proposal meeting of the dissertation committee, the student should confer with all committee members. The written dissertation proposal must be provided to members of the committee at least 10 working days prior to the proposal meeting. The Graduate School policy on article-style dissertations may be found in the Degree Requirement section of this catalog.
Upon acceptance of the dissertation proposal, including completion of any changes recommended by the committee, each committee member will sign the acceptance page of the dissertation proposal. One copy of the signed proposal will be filed with the chairperson of the dissertation committee and one copy will be forwarded to the program chairperson and department head for the student's permanent file. The student is then eligible for admission to candidacy for the degree; the application for admission to candidacy for degree must be completed. The dissertation proposal will be maintained in the program and departmental office until the student completes and successfully defends the dissertation.

Typically, the student's major advisor (chairperson of the dissertation committee) will serve as the chief advisor for the dissertation research and preparation of the dissertation. However, another advisor may be selected if the choice of topic warrants such action. Such a change must be approved by the program chairperson and department head, in consultation with the student. In addition, more than five faculty members may serve on the dissertation committee. Students are encouraged to seek advice and assistance with their research from any member of the dissertation committee and from staff members in the College of Education Research Assistance Laboratory.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester's dissertation deadlines, are available at the Graduate School's homepage.

Additional information is in the Degree Requirements section of this catalog. The length of work on dissertation research will vary. In no case shall the student be allowed to take an oral examination on the dissertation before having been admitted to candidacy.

**Admission to Candidacy**

After approval of the dissertation proposal, and completion of all major and minor examinations, the student is eligible for admission to candidacy for the degree. The Admission to Candidacy for the Doctoral Degree form for the PhD or EdD degree is provided by the Graduate School. The student completes the form; obtains the signatures of the dissertation committee, department head, and other appropriate officials; and has the form forwarded to the dean of the College of Education for signature. The completed candidacy form is submitted to the Graduate School for final approval. The department head reports the results of all comprehensive examinations to the College's Office of Student Services and Certification and to the Graduate School.

No student may be admitted to candidacy in a program requiring teaching experience before completing the minimum number of years of appropriate teaching or other experience acceptable to the dissertation committee. A statement of experience from previous employers may be required.

Once a student has met the requirements for admission to candidacy for a doctoral degree, doctoral students (except those in the DMA program) must pursue completion of the dissertation without interruption by enrolling each semester for at least 3 hours of dissertation research; DMA students must enroll each semester for at least 1 hour of document research. This is true whether or not the student has submitted an application for Admission to Candidacy for the Doctoral Degree. Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. Additional information is in the Degree Requirements section of this catalog.

**Oral Examination**

Since the dissertation research results from the acceptance of the proposal, a minimum of two semesters normally is anticipated prior to oral defense of the dissertation. This time frame ensures adequate attention to discussion of results, their implications for the field, and recommendations for future scholarship.

When all requirements have been met and the dissertation is completed, the student shall arrange a meeting of the dissertation advisory committee; the student shall distribute copies of the dissertation to the members at least 10 working days prior to this meeting.

At least 10 working days prior to defending the dissertation, the student must send an abstract of the dissertation to all faculty in the College of Education along with an invitation to attend the defense that indicates time and place of the defense. The student must defend the dissertation satisfactorily in that meeting and must pass any other examinations considered appropriate. The record of the student's performance on the final defense of the dissertation will be noted on the proper forms, in accordance with requirements of the Graduate School. These forms will be signed by committee members.

It is the responsibility of the student to submit to the Office of the Graduate School, six weeks prior to graduation, two copies of the dissertation and the abstract in the final, approved form. Further changes or corrections may be suggested by the Graduate School at this time, and these must be completed or reconciled before graduation.

**Time Limits for Doctoral Study**

All degree requirements must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program. For example, a student being admitted to and enrolled in the 2009 fall semester may utilize appropriate coursework earned during the 2003 fall semester and may also utilize appropriate coursework earned through the 2016 summer semester.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period prior to admission to the doctoral program. Such credit must be identified clearly on the Plan of Study and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previous graduate credit to the doctoral degree if the credit was earned during the six-year period prior to admission to the doctoral program.

**Time Limits Extension Request**

Only under well-documented, extraordinary circumstances beyond the student’s control, a student may petition for a one-semester extension to the seven-year time limit that, if recommended by the department head and approved by the college dean and finally the graduate dean or his designee, will not require the student to validate any out-of-date courses. Validation of out-of-date courses is not an option in the College of Education. If a student fails to complete all degree requirements within seven years of his or her admission to the doctoral program or within a Graduate School approved one-semester extension, the student will be officially suspended from the doctoral program and must reapply for admission.
Repeating Courses When Given an Extension

When requests are made for extension of Graduate School deadlines, and it is deemed that an out-of-date course is integral to the degree program, the dean of the College of Education may request permission of the Graduate School for the course to be repeated. In such instances, both grades shall be used in calculation of the GPA.

Residence Requirements for Doctoral Study

A minimum of two academic years of graduate study beyond the masters degree is required for completion of EdD and PhD programs in the College of Education. At least one academic year of doctoral study (or its equivalent, as noted below) must be spent in continuous residence as a full-time student on the campus of The University of Alabama.

Doctoral program advisory committees may approve either of the following alternatives for meeting residence requirements:

- one full summer term and the following fall semester engaged in coursework on a full-time basis on the campus
- a spring semester and the following full summer term engaged in coursework on a full-time basis on the campus

Students pursuing alternative doctoral residency in the Instructional Technology concentration of the Instructional Leadership Ph.D. degree will enroll in 18 hours of approved graduate level coursework across three consecutive semesters. The 18 hours of coursework must include at least nine hours of approved coursework at the Tuscaloosa campus, three hours of coursework in the AIL 691 Doctoral Seminar: Instructional Technology, and no more than six hours of advisor approved online/distance education/Gadsden coursework.

Students in the secondary education and educational leadership EdD (not PhD) programs have the option to meet the doctoral residency requirement by following an alternative policy that is on file with the Graduate School. Contact the Graduate School for details.

Students at the Gadsden Center may fulfill EdD residency by completing 24 graduate hours while continuously enrolled for a period of 24 months.

Transfer Credit

Appropriate graduate credit beyond the master’s degree that was earned in other accredited institutions may be transferred (with departmental and Graduate School approval) and applied to doctoral requirements, but in no case can the amount of transferred credit exceed one-half of the hours required for the degree. In calculating the number of transferable hours, dissertation-research credit hours are subtracted from the total degree requirements. A student completes a Request for Transfer of Graduate Credit and submits it to the Graduate School. The student also must ensure that the Graduate School has an official (not faxed or copied) transcript of the credit involved. It is best to apply for official transfer of credit in the student's first semester of doctoral enrollment; otherwise, the student and advisor will be unsure about the number of course hours needed when submitting the required Plan of Study. Plan of Study forms for both doctoral degrees may be obtained in the departmental offices.

Additional information concerning admission and degree requirements may be outlined in the individual program descriptions in this catalog. Admission and degree requirements for the Graduate School (Admission Criteria and Degree Requirements) and the College of Education (General Admission, EdS, PhD) are detailed below.

See the Admission Criteria section of this catalog for more information.

General Admission Requirements

To be considered for regular admission to a graduate program in the College of Education, a student must satisfy both of the following admission requirements, unless otherwise specified:

- An entrance examination* score of at least 300 on the revised Graduate Record Examination (GRE) or a score no lower than the 50th percentile on the Miller Analogies Test (MAT) if the MAT is accepted by the department
- An undergraduate grade point average of 3.0 on a 4.0 scale, a 3.0 average for the last 60 semester hours in a degree program, or a 3.0 or higher in a completed graduate degree program

An applicant whose credentials do not meet the above requirements may be considered in some programs for admission if one of the following minimum requirements is satisfied:

- an overall grade point average of 2.75
- an entrance examination score no lower than the 40th percentile on the entrance examination required by the department

*Entrance examination: The GRE is REQUIRED for all degree programs, except as indicated below:

The following programs will accept the GRE or MAT:

- Counselor Education, MA/EdS/PhD
- Elementary Education, MA/EdS
- Educational Leadership, MA/EdS/EdD
- Educational Psychology (General), MA
- Higher Education Administration, MA/EdD
- Instructional Leadership, PhD (Technology)
- Secondary Education (including Music Education), MA/EdS
- Secondary Education (Music Education only), EdD/PhD
- Special Education, MA/EdS

The following programs do not require an entrance exam:

- Instructional Leadership, PhD (Social and Cultural Foundations)
- Instructional Leadership, EdD (Nurse Educator)

Admission to graduate programs is competitive. Meeting minimum requirements does not guarantee admission, only that students will be reviewed for admission. Applications are reviewed by departmental screening committees with consideration given to such factors as academic and professional backgrounds, test scores, personal traits, professional goals and aspirations and other factors that pertain to the ability to complete the program successfully and continue a productive career. The Graduate School makes final admissions decisions based on departmental recommendations and the Graduate School's review of applications.

With approval, a student may enroll for one semester only as a non-degree student in the College of Education and is subject to the conditions outlined in this catalog for non-degree students. Responsibility rests with the student to observe the limitations imposed on credit hours, coursework and transfer of credit.

An applicant to a College of Education program that leads to professional certification must submit references from current and former professors and supervisory personnel knowledgeable of the applicant's academic and professional capabilities.

Admission to the Graduate School is not equivalent to "unconditional admission" to a state-approved educator preparation program.
Candidates admitted to the institution to enroll in courses in a Class A, Alternative Class A or Class AA program (other than Instructional Leader) may complete no more than five approved program courses prior to meeting ALSDE requirements for “unconditional admission.” For Class A and Class AA Instructional Leadership programs, individuals must meet ALSDE requirements for “unconditional admission” before enrolling in ANY instructional leadership courses in the program, as prescribed in the Alabama Administrative Code.

**LiveText Requirement**
Live Text, a web-based student support system, is required of all students in programs leading to professional educator certification.

**Fingerprinting Requirement**
Applicants to a state-approved teacher education program shall be required to be fingerprinted for a criminal history background check through the Alabama State Department of Education to the Alabama Bureau of Investigation (ABI) and the Federal Bureau of Investigation (FBI) pursuant to ACT 2002-457. This includes all students (traditional, alternative, out-of-state and distance learners) enrolled in MA and EDS programs that lead to Alabama certification, regardless of whether or not they are pursuing Alabama certification. The background check is completed at the student’s expense, and suitability must be documented in the Office of Student Services & Certification before the student is assigned placement in a clinical setting. [Alabama Administrative Code]

A candidate whose suitability determination precludes admission to a state-approved teacher education program has the right to due process procedures in accordance with the current Educator Certification Chapter of the Alabama Administrative Code (Revocation and Suspension of Certificates and Unsuitability Determinations).

**Policies for Out-of-State Students at the Master’s Level**

**Class A and Educational Specialist Level (Class AA) for Any Area Except Educational Administration**

Admission requirements for master’s level (Class A) programs for teachers include "eligibility for Class B certification in the teaching field(s) in which Class A certification is sought," except in a few specified fields.

Admission requirements for educational specialist level (Class AA) programs for teachers include "eligibility for Class A certification in the teaching field(s) in which Class AA certification is sought," except in a few specified fields.

**Foreign Credentials**
Coursework and/or a degree accepted from institutions outside the United States shall be substantiated by an evaluation of the foreign credentials from a state, federal, or private foreign credential evaluation service recognized by the Teacher Education and Certification Office. Contact the College’s Office of Student Services & Certification for more information.

See the Admission Criteria section of this catalog for more information.

**Professional Licensure (Certification)**

**Alabama Class A Professional Certificate**
Class A teacher education programs are designed to help teachers more effectively serve the purposes defined for the same teaching field at the Class B level, provided such programs exist. The intent of the fifth-year program is to help the teacher develop higher levels of competence than is possible in the Class B program.

A cumulative grade point average of not less than 3.0 is required for all graduate work attempted in a Class A program, and a final comprehensive examination is required. Effective for candidates admitted July 1, 2017, and thereafter, a cumulative grade point average of not less than 3.25 is required for all courses used to meet the requirements on the approved program checklist for a Class A teaching field or area of instructional support.

A survey of special education course is required. An individual who completed a survey of special education course prior to meeting requirements for unconditional admission to a Class A program on July 1, 2017, and thereafter, must take an approved course focused primarily on one of the following categories: methods of accommodating instruction to meet the needs of students with exceptionalities in inclusive settings, multicultural education, teaching English language learners, rural education, or urban education. A course used to meet this requirement for one level of certification may not be used to meet the requirement for a higher level of certification.

Following a review by the Alabama State Board of Education, the Class A Professional Certificate is granted to the student who (a) has applied for and has been recommended for certification by the College of Education, and (b) has completed a pre-planned graduate program, approved by the state board of education, that includes a master’s degree. It is important to remember that the awarding of a master’s or higher degree does not necessarily imply that the student is eligible for Class A certification.

If applicable, applicants for the certificate must also present to the Alabama Department of Education evidence of successful and appropriate educational experience, as follows: for certification as a library/media specialist, two years; as a school counselor or psychometrist, two years; sport management, two years; as an instructional leader, three years. [Effective July 1, 2017, two full years of full-time, acceptable professional educational work experience will be required for admission to instructional support programs (Library Media, School Counseling, School Psychometry, and Sport Management.)

Applicants for initial certification in a teaching field or area of instructional support must meet the requirements of the Alabama Educator Certification Assessment Program (AECAP). Information about Praxis assessments is available at https://www.ets.org/praxis/al or in the Office of Student Services & Certification (104 Carmichael Hall).

An individual who completes an Alabama State-approved program must submit an application for Alabama certification within 60 calendar months of the program completion date. The Class A certificate is valid for five years and may be renewed according to regulations of the Alabama State Board of Education. Individuals are responsible for meeting renewal requirements and submitting the application for renewal.

**Alabama Class AA Professional Certificate**
The essential objective of the sixth-year program is to extend upward the level of competence of the teacher. Following a review by the Alabama State Board of Education, the Class AA Professional Certificate is granted to students who (a) have applied for and are recommended for certification by the College of Education, and (b) have completed a pre-planned graduate program, approved by the state board of education. Students seeking Class AA professional certification must enroll in and complete the EdS. (or doctoral) degree program in the desired certification area in order to obtain the University’s recommendation for Class AA professional certification. Courses used to qualify for a lower-level supporting certificate may not be used again as part of a higher-level certification program.
A cumulative grade point average of not less than 3.25 is required for all graduate work attempted after the master's degree, and a final comprehensive examination is required. Effective for candidates admitted July 1, 2017, and thereafter, a cumulative grade point average of not less than 3.50 is required for all courses used to meet the requirements on the approved program checklist for a Class AA teaching field or area of instructional support.

A survey of special education course is required. An individual who completed a survey of special education course prior to meeting requirements for unconditional admission to a Class AA program on July 1, 2017, and thereafter, must take a course focused primarily on one of the following categories: methods of accommodating instruction to meet the needs of students with exceptionalities in inclusive settings, multicultural education, teaching English language learners, rural education, or urban education. A course used to meet this requirement for one level of certification may not be used to meet the requirement for a higher level of certification.

Applicants for initial certification in a teaching field or area of instructional support must meet the requirements of the Alabama Educator Certification Assessment Program (AECAP). Information about Praxis assessments is available at https://www.ets.org/praxis/al or in the Office of Student Services & Certification (104 Carmichael Hall).

A maximum of 15 semester hours of appropriate post-master’s-degree credit earned through an institution approved to offer graduate programs beyond the master’s level in the field of study in which the credits were earned may, with approval by the department head or his or her designee, be applied toward the Class AA Professional Certificate. It is important to remember that the awarding of a graduate degree does not necessarily imply that the student is eligible for Alabama certification.

An individual who completes an Alabama State-approved program must submit an application for Alabama certification within 60 calendar months of the program completion date. The Class AA certificate is valid for five years and may be renewed according to regulations of the Alabama State Board of Education. Individuals are responsible for meeting renewal requirements and submitting the application for renewal.

**Alternative Approaches to Certification**

In addition to "regular" certification programs, the Alabama State Board of Education offers alternative approaches to certification. These are as follows: (a) Alternative Class A approach (see information in this catalog); (b) provisional certificate in a teaching field, formerly ABC; (c) provisional certificate in Library Media or School Counseling; (d) CACREP-accredited School Counseling Program approach; (e) Nationally Certified School Psychologist approach; and (f) National Board for Professional Teaching Standards approach. Information regarding these approaches is available via the Alabama Department of Education.

**Policies for Out-of-State Students at Fifth-year (Class A) and Sixth-year (Class AA) Levels for Any Area Except Educational Administration**

Admission requirements for fifth-year (Class A) programs for teachers include "eligibility for Class B certification in the teaching field(s) in which Class A certification is sought," except in a few specified fields.

Admission requirements for sixth-year (Class AA) programs for teachers include "eligibility for Class A certification in the teaching field(s) in which Class A certification is sought," except in a few specified fields.

Out-of-state students who do not meet the above admission requirements to enroll in courses at the respective levels may be recommended to other state departments of education based only on completion of coursework, not completion of approved programs. Thus, these students will not be eligible for Alabama certification and, if and when the students wish to receive Alabama certification and teach in Alabama, they must present verification of eligibility for an appropriate prerequisite Alabama certificate before being recommended for Alabama certification.

**Foreign Credentials**

Coursework and/or a degree accepted from institutions outside the United States shall be substantiated by an evaluation of the foreign credentials from a state, federal, or private foreign credential evaluation service recognized by the Teacher Education and Certification Office. Contact the College’s Office of Student Services and Certification for more information.

**Changes in Certification Requirements**

The programs listed in this catalog that lead to Alabama Class A and Class AA professional certificates for service in the public schools may be altered to meet certification standards adopted by the Alabama State Board of Education. Check with the appropriate department head for information.

**Department of Curriculum & Instruction**

- **Majors**
  - Elementary Education (MA) (p. 335)
  - Elementary Education (Ed.S.) (p. 335)
  - Elementary Education (Ed.D.) (p. 335)
  - Elementary Education (Ph.D.) (p. 336)
  - Secondary Education (MA) (p. 336)
  - Secondary Education (Ed.S.) (p. 336)
  - Secondary Education (Ed.D.) (p. 336)
  - Secondary Education (Ph.D.) (p. 338)

**Elementary Education Programs**

- **CEE501 Managing Effective Classrooms**
  - Hours 1-6
  - This course is designed to teach students the principles of classroom management, theory, methods, and techniques.

- **CEE515 Science In Elementary School**
  - Hours 3
  - Designed to expand knowledge and competencies of elementary teachers of science with specific focus on current standards, research, and inquiry models of instruction.

- **CEE516 Social Sci In Elem Sch**
  - Hours 3
  - The focus is on current trends in elementary social studies, with particular attention to innovative instructional modes and to relating learning to the learners' social environment.
CEE517 Lang Arts In Elem Sch  
Hours 3  
Designed to extend and strengthen the knowledge and competencies of experienced teachers of communication arts and skills in the elementary school.

CEE525 Issues Trends Elem Sch Science  
Hours 3  
Focus on current research and trends in elementary science with respect to historical, political, and socio-cultural contexts.

CEE526 Implementing Social Studies  
Hours 3  
The focus is on considering and applying the research base of investigating social studies curricula and instruction to one's own classroom.

CEE530 Modern Elementary School Progr  
Hours 3  
No description available

CEE532 Elementary Sch Curric  
Hours 3  
The evolving elementary school curriculum, from historical, current trends, and projective perspectives.

CEE550 Intro Teach Elem School Scienc  
Hours 3  
Introduction to the teaching of science. Current research is emphasized supporting best instructional practices in science.

CEE560 Intro Teaching Social Studies  
Hours 3  
Teaching elementary social studies using research-based instructional strategies and curriculum.

CEE565 Classics & Modern Lit  
Hours 3  
Deals with major developments in literature for children; the areas of children's literature; and effective methods of helping children enjoy and use literature.

CEE570 Teach Reading Elementary Schoo  
Hours 3  
A foundation for the teaching of reading in the elementary grades (K-6) with an emphasis on development, assessment, and instruction for individual students. Intensive field experience is required.

CEE574 Guiding Pupil Learning  
Hours 3  
Focuses on understanding how children learn, what factors influence learning, and how teachers can facilitate learning using brain based learning. Application of these principles of learning to classroom situations.

CEE578 Teach Lang Arts In Elem School  
Hours 3  
Deepening understanding of teaching reading/language arts with emphasis on planning a balanced literacy program. Intensive field experience is required.

CEE580 Concepts Elem School Math  
Hours 3  
Focuses on the current research in mathematics education concerning how children learn mathematics.

CEE581 Math Curriculum Design  
Hours 3  
Designing mathematics curricula using current research from mathematics education.

CEE582 Teach Math Elem Altern Student  
Hours 3  
This course prepares students to effectively teach mathematics in grades K-6. Emphasis is on the current research in mathematics education.  
Prerequisite(s): None. Corequisites: CEE 570 and CEE 595

CEE594 Problems  
Hours 1-6  
Opportunities to study or work independently on topics or projects of individual concern. Credit is based on the nature and degree of student involvement.

CEE595 Practicum  
Hours 1-12  
Supervised opportunities to apply knowledge and skills in a professional setting. Credit is based on the nature and degree of student involvement.

CEE596 Advanced Practicum  
Hours 3  
A field-based course providing graduate students with opportunities to practice authentic classroom application of various content areas in elementary education.  
Prerequisite(s): None. Corequisites: CEE 550, CEE 560, and CEE 578

CEE597 Internship Elem Educ  
Hours 3-12  
Observation, participation, and teaching experiences supervised by selected cooperating teachers in public elementary schools. Additional supervision is provided by College of Education personnel.  
Prerequisite(s): None. Corequisite: CEE 501

CEE598 Non-Thesis Research  
Hours 1-3  
No description available

CEE616 Adv Soc Studies Elem Sch  
Hours 3  
The focus is on current trends and research in elementary social studies with particular attention to innovative instructional modes and relating learning to the learner's social environment.

CEE687 Topical Research Review  
Hours 3  
Supervised opportunities to apply knowledge and skills in a professional setting. Credit is based on the nature and degree of student involvement.
CEE690 Advanced Seminar
Hours 1-3
In-class opportunities to analyze and discuss current topics, problems, and/or projects of collective concern. Topics vary.

CEE694 Problems
Hours 1-6
Opportunities to study or work independently on topics or projects of individual concern. Credit is based on the nature and degree of student involvement.

CEE695 Practicum
Hours 1-12
Supervised opportunities to apply knowledge and skills in a professional setting. Credit is based on the nature and degree of student involvement.

CEE697 Specialist Degree Res
Hours 1-6
Systematic classroom inquiry is used to engage students in a teacher action research project.
Prerequisite(s): CEE 687

CEE698 Non-Thesis Research
Hours 1-3
No description available

CEE699 Dissertation Research
Hours 1-12
No description available

Curriculum and Instruction Courses

CIE562 Tesol: Basic Methods
Hours 3
Theories, methods, and strategies for English as a second language that focus on communicative competence and cross-cultural understanding.

CIE567 Improv Foreign Lang Instruct
Hours 3
Critical examination of theoretical perspectives, methods, major issues, and controversies pertinent to teaching foreign language; use of technology in language instruction is a critical component.

CIE567 Linguistics Classroom Teachers
Hours 3
This linguistic course enables teachers to understand the basics of how the English language functions. Provides information essential for dealing with students whose native language is not English. Offers useful information about various English dialects as well.

CIE577 Second Language Acquisition
Hours 3
Introduction to and analysis of the main issues and theories in second language acquisition (SLA); students deduce and demonstrate instructional implications.

CIE578 Second Lang Test Assess Evaln
Hours 3
Preparation in the background and skills necessary to construct classroom-based tests, appropriately use published tests, and understand second or foreign language program evaluation.

CIE579 Tch English For Lang Prog/Pol
Hours 3
Theories of language learning, acquiring a second language, and current linguistic theories; emphasis is on programs, policies, and instructional methods of ESL education.

CIE580 Teaching Foreign Languages
Hours 3
Theories, methods, and strategies for foreign language teaching that focus on communicative competence and cross-cultural understanding; use of technology in language education is a critical component.

CIE582 Dev Util Instr Mtrls
Hours 3
No description available

CIE592 Field Work
Hours 1-3
A clinical experience taken concurrently with the methods course and designed to facilitate students' development of pedagogical skills, effective thinking, and professional problem solving.

CIE597 Elementary/Secondary Internsh
Hours 3-9
Elementary/Secondary Internship.

CIE605 Teachers and Teaching Practices in Classrooms across the World
Hours 3
The focus of this course is research on teachers and their teaching practice in real classrooms.

CIE606 New Literacies
Hours 3
This course explores and applies theories of new literacies communication, learning, and research.

CIE609 Discourse & Pedagogy
Hours 3
This seminar will provide foundational training for doing discourse analytic work within research of teaching and learning, with a focus on the integration of theory and methodology. Participants will be asked to conduct an analysis of classroom discourse for final evaluation.

CIE610 Effective Teaching
Hours 3
Examination of the knowledge base in effective teaching practice through in-depth study of the research literature on classroom instructional practices and conditions, and on the classroom teacher. Designed specifically for doctoral-level students.
CIE620 Design Res Classrm Teach
Hours 3
The practice and use of reflection and action research with emphasis on developing professional skills in performing and applying research on classroom teaching and learning leading to teacher empowerment and school reform. Designed specifically for doctoral-level students.

CIE625 Res Sem Science Curriculum
Hours 3
Designed to enable students to understand and synthesize current research and to develop a theoretical framework in the science curriculum for K-12.

CIE626 Res Sem Social Studies Curricul
Hours 3
Designed to enable students to understand and synthesize current research and to develop a theoretical framework in social studies education for K-12.

CIE627 Second Language Literacy
Hours 3
This course is designed to provide the student with an introduction to the major issues in research and instruction in second language (L2) literacy (reading and writing). An emphasis in this course is on literacy as a cognitive skill. The psycholinguistic processes of reading and writing in a second language will be addressed.

CIE630 Curric Classroom Teacher
Hours 3
This course discusses the major issues in curriculum design and implementation for the classroom teacher. Designed specifically for doctoral-level students.

CIE640 Sem Teachr Educ Program
Hours 3
The course focuses on issues, problems, trends, and research associated with undergraduate and graduate teacher education and certification programs in Alabama, the U.S., and the world. Designed specifically for doctoral-level students.

CIE644 Student Teach Supervision
Hours 3
Organization and administration of student-teaching programs and methods of supervising student-teaching in schools. Designed specifically for doctoral-level students.

CIE645 Prof Cont: Tching & Lrning Com
Hours 3
Research-based focus using theoretical frameworks to examine and analyze the professional development continuum.

CIE650 Indiv/Context Variables
Hours 3
This course deals with learning styles, personality factors, and social-environmental issues that affect curriculum and instruction. Theoretical and practical aspects are covered. Designed specifically for doctoral-level students.

CIE656 Sem For Language Eductn Resear
Hours 3
Examination and critical analysis of a wide range of perspectives from the professional literature on teaching and learning a foreign language.

CIE660 Cognitive Perspectives
Hours 3
The course focuses on systematic descriptions and analysis of major learning theories for classroom application. The intent is to contribute education insight toward more effective teaching through cognitive processes.

CIE667 Adv Foreign Language Education
Hours 3
Designed for experienced language teachers, this course critically examines the professional literature and various methods of teaching foreign languages.

CIE670 Critical Inquiry Curric Pedago
Hours 3
Examinations of different conceptualizations of curriculum and pedagogy in K-12; emphasis on critical theory and postmodern theory and critique.

CIE676 Linguistics Classroom Teachers
Hours 3
This course involves advanced investigation within general areas of applied linguistic studies such as phonology, morphology, syntax, semantics, discourse, pragmatics, writing systems, etc., and their impact on second language acquisition.

CIE680 Sem In Math Educ Research
Hours 3
Designed to enable students to understand and synthesize current research and to develop a theoretical framework in mathematics education.

CIE692 Field Work
Hours 1-3
Field-based opportunities to study or work on topics or projects of collective concern.

CIE693 Workshop
Hours 1-6
In-class opportunities to study or work on topics or projects of collective concern. Topics vary. May be repeated. Offered according to demand.

Reading Education
CRD500 Teaching Reading to Diverse Learners
Hours 3
A foundation in the materials and methods for teaching reading and the language arts K-12, with emphasis on intervention programs, assessment, and instruction for individual and small groups of students. Intensive field experience is required.

Prerequisite(s): CRD 369

CRD510 Expanding Reading
Hours 3
A comprehensive study of the major factors involved in teaching reading at the intermediate grade levels. Techniques for teaching word recognition and comprehension skills are studied extensively.
CRD511 Beginning Reading  
Hours 3  
Attends to the theory and practice of beginning reading; key areas of study include diagnostic and evaluative procedures and the organization and implementation of appropriate instruction. A field component is required.

CRD512 Impro Read Second Schools  
Hours 3  
A comprehensive study of the major components involved in literacy instruction at the secondary level. A field component is required. This course should be taken concurrently with the content methods course and CSE 592.

CRD553 Foundations Reading Pk-12  
Hours 3  
A comprehensive study of the theoretical foundations and history of literacy development and instruction in PK-12 settings.

CRD569 Introduction to Literacy Education  
Hours 3  
This course provides an overview to the foundations of literacy development and instruction grades PK-12.

CRD590 Seminar In Literacy Coaching  
Hours 3  
A comprehensive study of the major theories of and components involved in providing professional development in literacy to teachers and schools.

CRD593 Practicum In Literacy Coaching  
Hours 3  
This course provides students with the ability to implement the knowledge base of current research in coaching teachers’ literacy instruction by conducting literacy coaching and literacy professional development in P-12 schools.

CRD595 Practicum In Reading  
Hours 1-12  
Provides graduate students supervised opportunities to apply knowledge and skills in primary grade settings (preschool-2nd).  
Prerequisite(s): Corequisites: CRD 510, CRD 511, and CRD 512

CRD654 At Risk Readers  
Hours 3  
Provides advanced study of theoretical perspectives of diagnostic methods and materials for P-12 students at risk of reading failure.

CRD690 Advanced Seminar Crd  
Hours 1-3  
Provides students with a knowledge base of the relationship between theory, research and practice in regard to K-12 literacy education.

CRD693 Advanced Workshop  
Hours 1-3  
In-class opportunities to study or work on topics or projects of collective concern. Topics vary. May be repeated.

CRD695 Adv Practicum Readg Education  
Hours 3  
Provides graduate students supervised opportunities to apply knowledge and skills in intermediate grade settings (3rd-6th).  
Prerequisite(s) with concurrency: CRD 510. and and Corequisite: CRD 654

CRD696 Adv Reading Specialist Practic  
Hours 3  
Provides reading specialist graduate students supervised opportunities to apply knowledge and skills in middle school and high school settings (7th-12th).  
Prerequisite(s) with concurrency: CRD 654

Faculty  
Department Head  
Cynthia Sunal

Program Coordinator  
Lee Freeman, Elementary  
Karen Spector, Secondary

Professors  
Miguel Mantero  
Cynthia Sunal  
Dennis Sunal  
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Associate professors  
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Tracy Hodges  
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Latrise Johnson  
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Clinical associate professor  
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Clinical assistant professors  
Lisa Matherson
Elementary Education, Ed.D.

The doctoral degree program is the highest professional degree and is designed primarily for top-level education practitioners and university researchers. Programs at the doctoral level are designed to prepare advanced practitioners for school positions or for professorships in institutions of higher education. The Doctor of Education (EdD) is for students who intend to become highly skilled practitioners and school leaders. Normally, three years of teaching are required to enter the EdD program. The EdD degree includes a focus on facilitating the development of action researchers and experienced practitioners.

Admission Requirements:
To be considered for regular admission, applicants must present a GPA of 3.0 on a 4.0 scale and a GRE score of 300 or higher. Three years of teaching are also required.

Degree Requirements:
- major coursework (CEE/CIE/CRD), 36 hours
- doctoral core coursework, 12 hours
- doctoral seminar course (CIE 693 Workshop), 3 hours
- research coursework as specified, 18 hours (minimum)
- humanistic/behavioral courses, 12 hours (minimum)
- dissertation research (CEE 699 Dissertation Research*), 12 hours (minimum)

*Students must be continuously enrolled in CEE 699 Dissertation Research once they begin work on the dissertation.

A list of courses that fulfill these requirements may be obtained from the departmental office in Graves Hall. A maximum of 6 hrs of approved transfer credit (maximum of nine hours from UAB/UAH) may be applied toward the degree.

Elementary Education, MA

Traditional Class A Program

Admission Requirements
In addition to meeting admission requirements for the Graduate School and the College of Education, applicants must hold appropriate prior certification in Elementary Education (or an approved equivalent). An entrance exam score (at least 300 on the GRE or the 50th percentile or above on the MAT) is needed for regular admission.

Degree Requirements
Admission requires appropriate prior certification in Elementary Education (or the approved equivalent). A minimum of 30 hrs of course credit must be earned, and a comprehensive exam must be successfully completed.

Course of study includes:
- curriculum and instruction, 6 hrs
- foundations of professional studies, 3 hrs
- educational research, 3 hrs
- teaching field courses, 12 hrs
- electives (which may be specified), 6 hrs
- If the special education survey course requirement has not been fulfilled, SPE 500

A list of courses that fulfill these requirements may be obtained from the departmental office in 204 Graves Hall. A maximum of 6 hrs of approved transfer credit (maximum of nine hours from UAB/UAH) may be applied toward the degree.

Alternative Class A Program (Nontraditional, Initial Teacher Certification)

The department offers an Alternative Class A program that does not require prior certification in a teaching field. This program leads to Alabama Class A certification in Elementary Education (K-6) with dual certification in Early Childhood (P-3) and is designed to allow individuals with undergraduate degrees in non-teaching fields to enter the field of education.

Traditional Class A Program

Admission Requirements
In addition to meeting admission requirements for the Graduate School and the College of Education, applicants must hold appropriate prior certification in Elementary Education (or the approved equivalent). An entrance exam score (at least 300 on the GRE or the 50th percentile or above on the MAT) is needed for regular admission.

Degree Requirements
Admission requires appropriate prior certification in Elementary Education (or the approved equivalent). A minimum of 30 hrs of course credit must be earned, and a comprehensive exam must be successfully completed.

Course of study includes:
- curriculum and instruction, 6 hrs
- foundations of professional studies, 3 hrs
- educational research, 3 hrs
- teaching field courses, 12 hrs
- electives (which may be specified), 6 hrs
- If the special education survey course requirement has not been fulfilled, SPE 500
- If the evaluation of classroom learning requirement has not been fulfilled, the student may be required to complete an additional 3-hour course.

A list of courses that fulfill requirements may be obtained from the program office in 204 Graves Hall. Students may not count more than six hours in certain seminar/workshop/problems courses toward the completion of the degree. A maximum of 12 hours of transfer credit (maximum of nine hours from UAB/UAH) may be applied toward the degree.
credit, if approved by the student’s adviser, may be applied toward the degree. Students should see their advisors regarding which courses are appropriate for transfer credit.

Additional requirements of the Graduate School and the College of Education are detailed in other sections of this catalog.

**Alternative Class A (Nontraditional, Initial Teacher Certification Program)**

**Admission Requirements**

An entrance exam score (at least 300 on the GRE or the 50th percentile or above on the MAT) is needed for regular admission.

Admission requirements for the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) are detailed in earlier sections of this catalog.

See the Admission Criteria section of this catalog for more information.

In addition to meeting admission requirements of the Graduate School, applicants must complete specified undergraduate prerequisite courses. A transcript evaluation is required. Applicants should contact the Office of Student Services & Certification to request a transcript evaluation.

For admission to the Alternative Class A (non-traditional) program in elementary education, applicants must meet the following requirements:

- An appropriate bachelor’s degree from a regionally accredited institution with a minimum overall GPA of 2.75 OR a master’s degree with a GPA of at least 3.0 is required.
- Applicants must meet current basic skills requirements of the Alabama Educator Certification Assessment Program (AECAP). Effective September 1, 2017, passing scores on the Praxis Core Academic Skills for Educators Tests of mathematics, reading, and writing are required (or passing scores on all components of the previously accepted Basic Skills assessment before 9/1/17). Information about the Praxis Core Tests is available online at https://www.ets.org/praxis/al/al_teacher_ed or in the Office of Student Services & Certification (104 Carmichael Hall).
- Fingerprinting/background clearance is required.

**Program Requirements**

A minimum of 36 semester hours of specific graduate credit plus some undergraduate prerequisites are required for the certificate. The program of study must be planned with an advisor. Also, see the Elementary Education Program webpage.

**Elementary Education, Ph.D.**

The doctoral degree program is the highest professional degree and is designed primarily for top-level education practitioners and university researchers. Programs at the doctoral level are designed to prepare advanced practitioners for school positions or for professorships in institutions of higher education. The Doctor of Philosophy (PhD) is for students who intend to become highly skilled practitioners and school leaders. Normally, three years of teaching are required to enter the PhD program. Program requirements include the acquisition of special skills that would be useful in conducting scholarly investigation and traditional research.

**Admission Requirements:**

To be considered for regular admission, applicants must present a GPA of 3.0 on a 4.0 scale and a GRE score of 300 or higher. Three years of teaching are also required.

**Degree Requirements:**

- major coursework (CSE/CIE/CRD), 24 hours
- doctoral core coursework, 12 hours
- doctoral seminar course (CIE 693 Workshop), 3 hours
- research coursework as specified, 18 hours (minimum)
- humanistic/behavioral courses, 12 hours (minimum)
- dissertation research (CEE 699 Dissertation Research*), 24 hours (minimum)

*Students must be continuously enrolled in CEE 699 Dissertation Research once they begin work on the dissertation.

A list of courses that fulfill these requirements may be obtained from the departmental office in Graves Hall.

The *Graduate Catalog* is published annually. Students should obtain the most recent program requirements from their program advisors.

**Secondary Education, Ed.D.**

The doctoral degree program is the highest professional degree and is designed primarily for top-level education practitioners and university researchers. Programs at the doctoral level are designed to prepare advanced practitioners for school positions or for professorships in institutions of higher education. The Doctor of Education (EdD) is for students who intend to become highly skilled practitioners and school leaders. Normally, three years of teaching are required to enter the EdD program. The EdD degree includes a focus on facilitating the development of action researchers and experienced practitioners.

**Admission Requirements:**

To be considered for regular admission, applicants must present a GPA of 3.0 on a 4.0 scale and a GRE score of 300 or higher. Three years of teaching are also required.

**Degree Requirements:**

- major field coursework (CSE/CIE/CRD), 27 hours
- subject field coursework, 24 hours
- research coursework, 12 hours (minimum)
- foundations of professional studies, 12 hours
- dissertation research, 12 hours (minimum)

A list of courses that fulfill these requirements may be obtained from the departmental office in Graves Hall.

The *Graduate Catalog* is published annually. Students should obtain the most recent program requirements from their program advisors.

**Secondary Education, Ed.S.**

Programs leading to Class AA certification in Secondary Education (6-12) are available in

- Biology
- Chemistry
- English for Speakers of Other Languages
- English Language Arts (comprehensive)
- Foreign Language (French or Spanish)
- General Science (comprehensive)
- Geography
- History
- Mathematics
• Physics
• Social Science (comprehensive)

**Admission Requirements**
Admission requires appropriate, prerequisite master's level certification.

An entrance exam score (at least 300 on the GRE or the 50th percentile or above on the MAT) is needed for regular admission.

Admission requirements for the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) are detailed in earlier sections of this catalog.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**
A minimum of 30 hours of appropriate work beyond the MA degree and the completion of a research project are required for the educational specialist degree. Graduate coursework must include the following:

- curriculum and teaching, 9 hours
- foundations of professional studies, 3 hours
- evaluation of teaching and learning, 3 hours
- teaching field, 12 hours
- electives (which may be specified), 3 hours
- If the special education survey course requirement has not been fulfilled, SPE 500 is required.

Students must be certain that their planned programs meet all certification requirements according to programs approved by the state department of education. Approved program checklists are available from the program office.

NOTE: The comprehensive fields of general science, general social science, and English language arts require at least one course in two areas within the broader field as follows:

- English language arts must include courses from at least two of the following areas: EN, JN, COM or TH
- General science must include courses from at least two of the following areas: BSC, CH, PH or GEO.
- General social science must include courses from at least two of the following areas: HY, SOC, PY, PSC, GY or EC

Candidates moving from the comprehensive fields of general science or general social science to a single teaching field must earn passing scores on the appropriate Praxis subject assessment for certification in the single teaching field. For example, a student admitted with Class A general science certification who completes teaching field coursework only in physics must earn a passing score on the Praxis for physics to earn Class AA physics certification.

**Postsecondary Instruction**
Graduate students in the EdS program who have an interest in teaching in postsecondary institutions may take advantage of the program's flexibility to acquire a maximum of 18 hours in cognate field courses. Students who have this option in mind should coordinate the program of study carefully with their advisors.

**Secondary Education, MA**
Traditional Class A and Alternative Class A certification programs in Secondary Education (6-12) are available in

- Biology
• Chemistry
• English for Speakers of Other Languages
• English Language Arts (comprehensive)
• Foreign Language (French, German, Latin, or Spanish)
• General Science (comprehensive)
• Geography
• History
• Mathematics
• Physics
• Social Science (comprehensive)

Also offered is a master's degree program leading to Class A certification as a Reading Specialist (P-12).

**Traditional Class A Program**

**Admission Requirements**
In addition to meeting admission requirements for the Graduate School and the College of Education, applicants must hold appropriate prior certification (or the approved equivalent). An entrance exam score (at least 300 on the GRE or the 50th percentile or above on the MAT) is needed for regular admission.

Admission requirements for the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) are detailed in earlier sections of this catalog.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**
A minimum of 30 hours of course credit must be earned; see specific program checklists. The program of study must be planned with an advisor.

NOTE: The comprehensive fields of General Science, General Social Science, and English Language Arts require at least one course in two areas within the broader field as follows:

- English Language Arts must include courses from at least two of the following areas: EN, JN, COM or TH
- General Science must include courses from at least two of the following areas: BSC, CH, PH or GEO.
- General Social Science must include courses from at least two of the following areas: HY, SOC, PY, PSC, GY or EC

Candidates moving from the comprehensive fields of general science or general social science to a single teaching field must earn passing scores on the appropriate Praxis subject assessment for certification in the single teaching field. For example, a student admitted with Class B General Science certification who completes teaching field coursework only in biology must earn a passing score on the Praxis for biology to earn Class A Biology certification. Individuals who intend to earn Class AA certification in a secondary education field must hold valid Class A certification in the same teaching field as the Class AA program.

**Alternative Class A (Master’s-Level), Nontraditional, Initial Teacher Certification Program**
The department of Curriculum & Instruction offers Alternative Class A programs that do not require prior certification in a teaching field. These programs lead to Alabama Class A certification in Secondary Education (6-12) and are designed to allow individuals
with undergraduate degrees in non-teaching fields to enter the field of education.

**Admission**

An entrance exam score (at least 300 on the GRE or the 50th percentile or above on the MAT) is needed for regular admission.

Admission requirements for the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) are detailed in earlier sections of this catalog.

See the Admission Criteria section of this catalog for more information.

Admission to an Alternative Class A program requires admission to the Graduate School and the completion of specified undergraduate prerequisite courses. A transcript evaluation is required. Applicants should contact the Office of Student Services & Certification in 104 Carmichael Hall to request a transcript evaluation.

Applicants must also meet the following requirements:

- An appropriate bachelor's degree from a regionally accredited institution with a minimum overall GPA of 2.75 OR a master’s degree with a GPA of at least 3.0 is required.
- Applicants must meet current basic skills requirements of the Alabama Educator Certification Assessment Program (AECAP). Effective September 1, 2017, passing scores on the Praxis Core Academic Skills for Educators Tests of mathematics, reading, and writing are required (or passing scores on all components of the previously accepted Basic Skills assessment before 9/1/17). Information about the Praxis Core Tests is available online at https://www.ets.org/praxis/ or in the Office of Student Services & Certification (104 Carmichael Hall).
- Fingerprinting/background clearance is required.

**Program Requirements**

A minimum of 42 semester hours of specific graduate credit plus some undergraduate prerequisites are required for the certificate. The program of study must be planned with an advisor.

**Postsecondary Instruction**

Graduate students in the MA program who have an interest in teaching in postsecondary institutions may take advantage of the program’s flexibility to acquire a maximum of 18 hours in cognate field courses. Students who have this option in mind should coordinate the program of study carefully with their advisors.

**Secondary Education, Ph.D.**

The doctoral degree program is the highest professional degree and is designed primarily for top-level education practitioners and university researchers. Programs at the doctoral level are designed to prepare advanced practitioners for school positions or for professorships in institutions of higher education. The Doctor of Philosophy (PhD) is for students who intend to become researchers in a given field. Normally, three years of teaching are required to enter of the PhD program. Program requirements include the acquisition of special skills that would be useful in conducting scholarly investigation and traditional research.

**Admission Requirements:**

To be considered for regular admission, applicants must present a GPA of 3.0 on a 4.0 scale and a GRE score of 300 or higher. Three years of teaching are also required.

**Degree Requirements:**

- major field coursework (CSE/CIE/CRD), 24 hours
- minor field coursework (relevant to content/discipline/subject specific/teaching field), 24 hours
- research coursework, 15 hours (minimum)
- foundations of professional studies, 12 hours
- dissertation research, 24 hours (minimum)

A list of courses that fulfill these requirements may be obtained from the departmental office in Graves Hall.

The Graduate Catalog is published annually. Students should obtain the most recent program requirements from their program advisors.

See the Admission Criteria section of this catalog for more information.

**Department of Educational Leadership, Policy, and Technology Studies (AEL, AHE, AIL, BEF, CAT)**

The department offers Class A and Class AA certification programs in educational leadership, master’s degrees in educational leadership and higher education administration, EdS degrees in educational leadership, and EdD and PhD degrees in educational leadership, higher education administration, and instructional leadership. Within the Instructional Leadership doctorate, students may also pursue concentrations in Instructional Technology or Social and Cultural Studies in Education. The department provides learning opportunities for educators who hold or aspire to leadership responsibilities in educational settings. Courses are designed to provide students with technical, interpersonal, and conceptual skills essential to theory and practice.

- Majors
  - Educational Leadership (MA) (p. 345)
  - Educational Leadership (EdS) (p. 345)
  - Higher Education Administration (MA) (p. 347)
  - Higher Education Administration (EdD) (p. 346)
  - Higher Education Administration (PhD) (p. 347)
  - Instructional Leadership (EdD) (p. 347)
  - Instructional Leadership (PhD) (p. 348)
  - College Teaching (Graduate Certificate) (p. 345)

**Educational Leadership**

Degrees offered by the Educational Leadership Program include the MA, EdS, EdD and PhD. In addition, study options are available to provide eligibility for both Class A and Class AA certification. Admission and degree requirements for the Graduate School, the College of Education, and the ELPTS department are detailed in earlier sections of this catalog.

**Instructional Leadership**

The Instructional Leadership Program is dedicated to the advancement of knowledge, the improvement of professional practice, and service to learning communities. We develop future scholars, researchers, and instructional leaders for schools, colleges and other learning institutions. Our work is guided by the principles of reflective practice, professional growth, individual responsibility, the pursuit of social justice, an ethic of caring, and a commitment to the communities we serve. The program differs from the one in educational administration in that it focuses primarily on the development of leaders with expertise in fields such as
The University of Alabama

curriculum, instruction, technology, and the social and cultural factors influencing learning. We also focus on training for distributive and shared leadership teams.

**Higher Education Administration**

The Higher Education Administration Program is exclusively graduate-level. Through its varied course offerings and structured learning experiences, it meaningfully serves a broad clientele, especially current and future administrators of two- and four-year colleges and universities. Course offerings are designed primarily to train, sensitize, and broaden the information base of administrators and personnel already affiliated with institutions of higher learning, and to prepare others for employment with institutions of higher learning in Alabama, the Southeast, and the nation. The program offerings also complement other courses of study undertaken by graduate students pursuing other majors within the area, the College, and the University. The program in higher education administration offers the following degrees: the MA, EdD, and PhD.

**Computers and Applied Technology**

The Computers and Applied Technology Program provides supporting coursework in computer technology for students throughout the College.

**Educational Leadership**

**AEL520 Leadership for Communities**

Hours 3

A study of individual and group leadership skills for purpose of addressing issues that impact student learning, engaging families in decisions at the school and district levels and building community support for schools.

Prerequisite(s): SPE 300 or SPE 500

**AEL521 Leadership for Improvement**

Hours 3

Prepares prospective educational administrators for grade P-12 to provide the instructional leadership for continuous improvement of schools. Focuses on knowledge and understanding about learning methods and strategies for program planning, design, implementation and evaluation.

Prerequisite(s): SPE 300 or SPE 500

**AEL522 Teaching and Learning**

Hours 3

Places emphasis on developing the school leader's knowledge of teaching and learning and her/his abilities to lead, coach, participate in and enhance teacher dialogue about student learning.

Prerequisite(s): SPE 300 or SPE 500

**AEL523 Human Resource Development**

Hours 3

Basic concepts of effective supervision, including supervisory roles and functions, communicative interaction and formative and summative strategies for improving instruction.

Prerequisite(s): SPE 300 or SPE 500

**AEL524 Ethics and Law**

Hours 3

A study of ethics and law as it relates to the educational leader's role as the first citizen of the school/district community.

Prerequisite(s): SPE 300 or SPE 500

**AEL525 Management**

Hours 3

A study of theories, principles and practices of managing an educational organization. Emphasis will be on the practical management of the local school.

Prerequisite(s): SPE 300 or SPE 500

**AEL526 Data Informed Decision Making**

Hours 3

Uses school based data as a vehicle to illustrate the applicability of decision making models in the resolution of school problems.

Prerequisite(s): SPE 300 or SPE 500

**AEL527 Internship in Educ Leadership**

Hours 1.5

Applies theory, knowledge and skills in meaningful and practical experiences in actual school settings. Students are required to complete two semesters of internship for a total of 3 hours credit.

Prerequisite(s): SPE 300 or SPE 500

**AEL602 Educ Leadshp Sch Restruc**

Hours 3

An inquiry into identification, analysis, and application of leadership theories and interpersonal dynamics and the relationship of leadership theories to other disciplines. Implications of these for school restructuring and change for the improvement of instruction are emphasized.

**AEL608 Educ Fin Theory/Pract**

Hours 3

A study of litigation, legislation, and implementation of public-school finance programs in the 50 states. Concentrates on four aspects of equity: resource equity, input equity, output equity, and tax equity.

**AEL612 Instruc Supv Mentor Trng**

Hours 3

A comprehensive critical examination of advanced philosophy, theory, and research of instructional supervision, including an interdisciplinary focus on forces impinging upon instruction. Implications of these findings for individual and group development and the improvement of instruction and the instructional environment are emphasized.

**AEL618 Adv Educational Law**

Hours 3

Emphasizes original legal research by the student. After reviewing general principles of educational law, each student selects a topic for intense research. With the instructor’s assistance, each student will prepare a publishable article on some area of educational law. Proper use of legal notations, forms, and research methods is stressed.
AEL619 Politics Of Education
Hours 3
Study of politics as it relates to educational decision making, with emphasis on political theory, history of politics in education, and the legislative process. Offered once during the academic year.

AEL624 Practicum Educ Leadership
Hours 3-6
Directed opportunities to use educational leadership knowledge and skills to design projects and solve problems. Students develop a field-based project that includes the identification and analysis of a local school or district problem and the implementation and evaluation of a solution to the identified problem.

AEL630 School Partnerships
Hours 3
This advanced course examines basic principles, strategies, and components of school and community partnerships and the obstacles to forging effective and successful partnerships from a solid theoretical foundation in community sociology and its relationship to school reform. In addition, it analyzes how social and cultural differences impact the ways in which business, schools, families/parents, and communities interact, relate, and conflict.

AEL631 Strategic Leadership
Hours 3
Application of Leadership theories to district level leadership practice, with an emphasis on strategies and tactics for planning. Includes field experience.

AEL632 Leading Learning Through the Curriculum
Hours 3
Knowledge, skills and understandings about curriculum discourses and assumptions underlying historical, social and contemporary thought, practice and research applying to curriculum leadership.
Prerequisite(s): AEL 521

AEL633 Leading, Developing, and Mentoring for Adult Learners
Hours 3
Emphasis is on advanced study of leading learning communities, developing adult learners and strategies for teachers to ensure all students learn.
Prerequisite(s): AEL 522 and AEL 631

AEL634 Development and Supervision of Human Resources
Hours 3
Analysis of personnel functions, emphasizing philosophy, theory, skills and research on professional development for adult learners in professional learning communities.
Prerequisite(s): AEL 523

AEL635 Ethical, Legal, and Policy Issues in Schools
Hours 3
Advanced ethics and law for school administrators with emphasis on relationships between these and policy for school leaders.

AEL636 School Finance and Financial Management
Hours 3
An introduction to school and school systems business management and related technologies, fund accounting; GAAP; budgets; asset stewardship and internal control; purchasing and contracts; local school revenues, reporting and relationships to school support organizations and student activities.

AEL637 Leadership and Social Systems
Hours 3
A study of the interplay between leader behavior and schools from social systems theory and practical implications for improving instruction.

AEL638 Solving Problems of Practice
Hours 3
Directed opportunities to use educational leadership knowledge and skills to design field-based projects and evaluate solutions.

AEL645 Int Comm & Collaboration
Hours 3
Study of research, literature, theory and skills involved in interpersonal communications, conflict resolution and collaboration within school settings. Prepares leaders to work in collaborative teams.

AEL649 Advanced Research
Hours 1-6
Directed research activities related to educational leadership topics. Enrollment is subject to program regulations and permission of the student's program committee. Credit is based on the nature and degree of student involvement.

AEL650 Organizational Theory
Hours 3
An exploration of the relationship among concepts, generalizations, and theoretical models found in the behavioral and social sciences. The application of these to administrative practice in educational settings is addressed.

AEL655 Prof Develop Leadership Persnl
Hours 3
An analysis of the major functions involved in administering a staff personnel program. Stresses the interrelationship of functions and focuses on the administrative level and the organizational development/human resource development relationship.

AEL664 Dynamics Of Change
Hours 3
Components of change will be identified and theories of social and personal dynamics will be adapted and applied to planned programs of change in education.

AEL667 Multicult Soc Ed Leadshp
Hours 3
An advanced inquiry into contemporary social and cultural dimensions of education and their relationships to leadership. Includes issues of diversity, gender, ethnicity, pluralism, and equality.
AEL669 Curriculum Study Schoolg
Hours 3
An inquiry into the curriculum of schooling. Critical analysis of the relationship of curricular decision making to social and political systems and other school context variables is emphasized. Application is made to contemporary issues and problems in school leadership and restructuring.

AEL671 Survey Instructnl Superv
Hours 3
A critical examination, interpretation, and evaluation of significant current and classical writings in the field of instructional supervision with particular emphasis on research findings, the emergence of instructional trends and issues across the literature, and applications for effective leadership of instructional supervision.

Hours 3
AEL 675 is a course in organizational theory that continues the work begun in AEL 650. The course presents current theoretical perspectives and develops skills in reading research literature and framing dissertation problems.

AEL681 Ethics and Education
Hours 3
An exploration and examination of traditional and contemporary ethical issues confronting educational leaders, managers, and teachers at all levels of the educational process. Emphasis on an interdisciplinary approach to foundations in ethical theory and establishing a conceptual framework for the resolution of moral and ethical questions prevalent across the educational spectrum.

AEL682 Lead & Org/Theory & Appl
Hours 3
An examination of historical and contemporary theories, models, concepts, and practices for effective and efficient approaches to leadership within organizations and how these apply to educational settings.

AEL695 Sem Curriculum Leadership
Hours 3
An advanced seminar for students to explore, discuss, and interpret contemporary curriculum practice and research. Provides students with opportunities for critical inquiry into an area of specialized need and interest.

AEL699 Dissertation Research
Hours 1-12
Twelve semester hours (EdD) or 24 semester hours (PhD) required. Directed dissertation research in the area of educational leadership. Student must maintain continuous enrollment for a minimum of 3 semester hours per semester until the dissertation is completed. Enrollment is subject to program regulations and permission of the student’s dissertation committee.

Higher Education

AHE500 Perspect High Educ Admin
Hours 3
How higher education has been shaped by the major trends in American society, how it has contributed to the development of this country, and what may be expected of higher education in the future. Higher education is also viewed in institutional and conceptual forms from the perspective of students, faculty, and administrators.

AHE507 Student Development Theory I
Hours 3
Introduction to the theoretical basis for the delivery of services through organizational student development, and a study of the research basis for student development.

AHE510 The Community College
Hours 3
An overview of the development, format, issues, and purposes of the contemporary community and junior college.

AHE520 Student In Higher Eductn
Hours 3
A survey of the needs, characteristics, and cultures of the American college student within various types of higher education institutions.

AHE521 Student Affairs
Hours 3
An overview of the organization, personnel, and practices of student affairs and related higher education functions in U.S. colleges and universities. The course is designed to increase student understanding of how student services, student activities, and student development tasks are organized, administered, and assessed. Students will explore the main issues, roles, constituencies and expectations affecting individual professionals as well as the profession as a whole.

AHE530 Law & Higher Education
Hours 3
Investigates and explicates the structure and background of law and equity in higher education, with emphasis on how statutory law, administrative law, and case law respond to and affect faculty, students, administrators, and trustees. Constitutional law, contracts, torts, the law of private associations, civil rights statutes, executive orders, injunctions, specific performance, corporate and partnership law, law of agency, and laws on liability are studied as they apply to higher education.

AHE540 Org and Governance
Hours 3
Overview of the organization, administrative roles and positions, administrative process, and administrator relationships within various institutions of higher learning.

AHE548 Leadership in Higher Education
Hours 3
Overview of theory, practice and issues related to leadership in American Higher Education.
AHE550 Financing Higher Education
Hours 3
An overview of the budgeting processes, sources of revenue, types of expenditures, and issues and innovations in financing various types of contemporary institutions of higher education. Also a survey of the various business and planning operations vital to the operation of colleges and universities.

AHE560 Comparative Higher Education
Hours 3
This course is designed to provide a cross-cultural perspective on issues related to higher education throughout the world. The course will focus on topics such as reform, students and student activism, internal and external governance of universities, unions, and the academic profession in key world regions.

AHE561 Case Studies in Higher Education
Hours 3
This course is designed to enhance an understanding of decision making in higher education. Based on case studies, students will analyze, propose policies, generate action plans and implementation procedures, and assess the potential consequences of their administrative decisions.

AHE590 Independent Study in Higher Education
Hours 3-6
Directed independent study in the literature of higher education, designed for the student seeking a minor or pursuing master's work in the program in higher education (AHE).

AHE591 Seminar in Higher Education
Hours 3
A topical seminar on a current issue or problem in higher or postsecondary education. On occasion, the seminar involves travel or on-site visitations to institutions or oversight bodies.

AHE592 Internship in Higher Education
Hours 3
The application of theory, knowledge, and skills in authentic educational settings. Students are required to complete one semester of internship for a total of three hours credit.

AHE593 Student Affairs Capstone Seminar
Hours 3
The Student Affairs Capstone Seminar will be the final course for students in the Higher Education Master's Program. The course focuses on leadership and organizational change in student affairs in postsecondary education.

AHE599 Thesis Research
Hours 1-6
Directed thesis research.

AHE602 Problems in Higher Education
Hours 3
Seminar studying the current issues and trends related to higher education.

AHE603 College & University Teaching
Hours 3
An intensive graduate seminar that provides an overview of the issues, principles, and practices associated with effective college teaching. Topics include learning and diversity; teaching models and strategies; teacher and student behaviors and learning outcomes; and instructional improvement strategies.

AHE607 Student Development Theory II
Hours 3
This course provides a comprehensive study of student growth and development during the college years. The course is designed to address professionals in student affairs and higher education administration.

AHE610 Academic Culture & Learning
Hours 3
An intensive examination of the student, faculty, and administrative cultures in higher education environments. The impact of various internal and external factors on institutional culture and behavior will also be studied, particularly as they relate to teaching, learning, research, and service.

AHE621 Power Politics Change
Hours 3
No description available.

AHE625 Community College Leadership
Hours 3
This course provides an overview of issues pertaining to leadership in American community colleges.

AHE640 Organizational Change
Hours 3
Colleges and universities face tremendous challenges; the need for change, and for change agents, has never been greater. This course examines organizational change both theoretically and practically in higher education.

AHE641 Personnel in Higher Education
Hours 3
Need for and types of personnel; recruitment, advancement, and security of personnel; salaries, wages, and benefits; and problems peculiar to college personnel.

AHE642 Institutional Research & Assessment
Hours 3
An overview of the institutional research and analysis techniques utilized in contemporary higher education. The course is configured for those with an interest in conducting institutional research and/or working in offices of institutional research on the campus, system, and/or state level.
Design and management of academic programs; study of institutional structures for academic affairs; practice in program review for instructional improvement; and overview of graduate programs (general and liberal education, as well as occupational and professional education).

AHE670 Higher Education Policy
Hours 3
This course will introduce students to the essential elements of higher education policy and finance. Students will examine the main financing options of colleges and universities; college costs and pricing; financial aid policy, and emerging policy issues.

AHE680 Readings in HE
Hours 3
The purpose of this course is to provide students with skills that enable them to understand and synthesize current research in higher education.

AHE688 Mentored Teaching
Hours 3
This course provides students with a mentored experiential learning opportunity to develop competency and mastery in course construction and delivery in the higher education environment.

AHE689 Mentored Research
Hours 3
This course provides students with mentored experiential learning opportunity to develop competency and mastery in research and analytical skills. To be taken at or near end of students research requirements.

AHE690 Direct Doctoral Study
Hours 1-6
Directed individual study and analysis of a problem confronting higher education. Note: Frequently, special one-time-only seminars focusing on a particular aspect of higher education are offered by program faculty under this course number.

AHE699 Dissertation Research
Hours 1-15
Directed dissertation research in the field of higher education. Enrollment is subject to program regulations and permission of the student’s dissertation committee chairperson. Also offered in summer school.

Instructional Leadership
AIL600 Integr Tech Educ & Train
Hours 3
An examination of advanced applications of current and emerging instructional technological applications in a variety of settings and in the context of various fields of study and job environments. Technologies and applications addressed in current course include computers, the Internet, presentation media, and multimedia. Cognitive, product, and skill competencies are included. Cognitive competencies are integrated into product and skills evaluations. Products are required to reflect some competencies, while skills competencies are either observed directly or inferred from the products.

AIL601 Prin Instruct Technology
Hours 3
Advanced theory and applications of educational technology. Including the effects of technology on thinking and learning, and the effects of technology in problem solving and other higher-level thinking skills, the course examines current research on computerized learning (CAI, simulation, and tutorials) and other relevant topics such as virtual reality, games and gaming theory, hypertext (design and comprehension), presentation software, groupware for cooperative learning, and telecommunications (distant and/or distributed learning).

AIL602 Electnc Instruct Design
Hours 3
Designed to develop basic knowledge and skills for electronic instructional design - analysis, design, production, evaluation, and revision - for specific electronic projects.

AIL603 Telecommctn & Networks
Hours 3
Designed to explore design, layout, and installation of local and wide area networks. Addresses topologies, ethernet standards, physical layer, network operating software, data-link layer, file server, network cards, hubs, peripherals, routers, and other network operations.

AIL604 Distance Technologies
Hours 3
Prepares students with knowledge and skills in methods of distance education, which incorporates telecommunications and computer technology to instruct students at remote locations or to serve as an adjunct to classroom instruction. The technology used includes telephony, cable television, satellite communications, videocassettes, videoconferencing, computer-mediated instruction, and/or online computer communication via the Internet.

AIL605 Interact Multimedia Proc
Hours 3
Prepares students with knowledge and skills in modeling, simulation, testing, or analysis or training in real-world contexts using interactive multimedia processes.

AIL606 Software Technology
Hours 3
Intended for students who have had some prior programming experience; otherwise, students will need to develop competencies prior to taking this course. Issues include matching the capabilities of the medium to the intellectual structure of the subject, who directs the interaction between human and computer; the size of the intellectual field; and pedagogical concerns in choosing the operations of a software environment. Students are expected to design and complete a project at the end of the course.

AIL607 Readings in Instructional Technology
Hours 3
This course is designed to aid students in understanding and synthesizing research and developing theoretical approaches to the study of instructional technology.

AIL630 Technology Management
Hours 3
This course introduces learners to theories and models for managing technology as an instrument of change and performance improvement in schools and organizations.
AIL631 Administrative Technology  
Hours 3  
This course introduces learners to the primary administrative technologies available for administrators and the critical technology issues educational and organizational leaders face.

AIL689 Practicum in Instructional Technology  
Hours 3-6  
Students pursue research in the Instructional Technology program. They are required to develop, implement, and analyze research; and report findings in APA format.

AIL690 Sem Instructional Technology  
Hours 3  
No description available

AIL691 Doctoral Seminar: Instructional Technology  
Hours 1  
This doctoral seminar presents opportunities to study or work independently on topics or projects of collective concern in the IT doctoral program.

AIL699 Dissertation Research  
Hours 1-12  
Twelve semester hours (EdD) or 24 semester hours (PhD) required. Directed dissertation research in the area of instructional leadership. Students must maintain continuous enrollment for a minimum of 3 semester hours per semester each fall and spring semester until the dissertation is completed. Enrollment is subject to program regulations and permission of the student's dissertation committee.

Computers and Applied Technology

CAT520 Computer Graphics Education  
Hours 3  
Application course dealing with the use of graphics in learning, including implications for designing materials for education and training applications. Core of course is student's individual product development and research.

CAT531 Computer Based Instruction  
Hours 3  
This is an introductory course in the fundamentals of computer applications for educational use. The course explores current and emerging tools and trends for online learning strategies, communication, productivity, presentation, research, and classroom administration.

CAT532 Curric Emerg Instruct Technol  
Hours 3  
The course focuses on the educational applications of emerging chronologies, including Internet, fax, bulletin boards, voice mail, and networks. Students will use electronic mail and transfer files through Internet. Production skills are required in desktop publishing and use of graphics, including draw and paint programs and animation. A significant part of the course concerns production in hypermedia software. Also, students will engage in the uses of telecommunications other than computer, such as one-way interactive satellite class, two-way video phone course sequence transmission, and two-way IITS instructional event.

CAT534 Issues Trends Educ Technology  
Hours 3  
Study of current issues and trends affecting educational computing. Examines emerging technologies; legal, social, and ethical issues affecting technology; technology funding and grants; technology planning; professional development; and multicultural issues.

CAT589 Pract Res Educ Comptr Tech  
Hours 3  
Students pursue individual research in educational computer technology; they are required to implement, analyze, and report findings in APA format.

Faculty

Department Head and Professor  
Claire Howell Major

Professors

Natalie Adams  
Nirmala Erevelles  
Philo A. Hutcheson  
Bob L. Johnson  
Stephen G. Katsinas  
Frankie Santos Laanan  
Douglas McKnight  
John Petrovic  
Margaret Rice  
Stephen Tomlinson  
Vivian Wright

Associate professors

Becky Atkinson  
Angela Benson  
Nathaniel James Bray  
David Hardy  
Karri Holley  
Roxanne Mitchell  
Margaret L. Rice

Assistant professors

Andre R. Denham  
Steve Mobley, Jr.  
Cindy Ann Kilgo  
Bryan Mann  
Jingping Sun  
Krystal Williams

Clinical professor  
Philip Westbrook

Clinical associate professors  
Arleene Breaux  
Brenda Mendiola
Clinical assistant professor
Yvette Bynum

College Teaching, Graduate Certificate

The Graduate Certificate in College Teaching is a 12-credit (4-course) sequence designed to help graduate students in a variety of professional settings and disciplines who seek to enhance their understanding of teaching and learning issues for adult learners, particularly at institutions of higher education. Students who participate in the certificate program will have exposure to theory, research and practice related to the professoriate and to teaching and learning in higher education. The intent of the Graduate Certificate in College Teaching is to assist professionals in responding to the increasingly complex and diversifying social and cultural contexts for adult learners. Students who complete the Certificate will have it listed on their transcripts. The Graduate Certificate in College Teaching is designed to help students clarify goals related to student learning; develop knowledge of and skills for using effective instructional methods; improve capacity for assessing student learning; and understand the characteristics of the United States professoriate and what it means to be a member of it.

Interested students should apply through the Graduate School’s Online Application Center. The time limit to complete the certificate requirements is four years.

See the Admission Criteria section of this catalog for more information.

The Graduate Certificate in College Teaching involves coursework in The United States Professoriate and in College and University Teaching. Moreover, students take an elective related to a specific area of interest. Finally, students participate in a mentored teaching experience. The coursework includes:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHE 602</td>
<td>Problems In Higher Education</td>
<td>3</td>
</tr>
<tr>
<td>AHE 603</td>
<td>College &amp; University Teaching</td>
<td>3</td>
</tr>
<tr>
<td>AHE 688</td>
<td>Mentored Teaching</td>
<td>3</td>
</tr>
<tr>
<td>One elective related to college teaching</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

Educational Leadership, Ed.S.

Educational Specialist in Educational Leadership/Class AA Instructional Leader Certification

(30 semester hours). Students who earned initial credit toward Class AA professional certification during the Fall 1992 semester or later must enroll in and complete the EdS degree program. Courses used to qualify for a lower-level supporting certificate may not be used again in a higher-level certification program.

Admission

Educational Specialist in Educational Leadership/Class AA Instructional Leader Certification

Students who are admitted to the program must:

1. present an acceptable GRE or MAT score (see application policy).

2. hold a valid Alabama Class A Professional Educator certificate in Instructional Leadership or a valid Class A Professional Leadership certificate, and

3. meet one of the following criteria:
   • currently serving as a superintendent, assistant or associate superintendent, principal, assistant principal, supervisor (any subject and/or grade level), administrator of career and technical education, coordinator or evaluator;
   • three years of experience in an instructional leadership position;
   OR
   • demonstrate each of the abilities in the Class A Instructional Leadership standards

Please note: Classes taken for Class A certification and credits over six years old cannot be counted toward this degree. The certification programs of the department have been designed to fulfill current requirements of the Alabama State Board of Education.

In order to maintain compliance with the Alabama Board of Education, admission and program requirements are subject to change. Admission forms and requirements, specific program parameters, departmental policies and contact information can be found at the departmental website.

Admission and degree requirements for the Graduate School and for the College of Education are detailed in an earlier section of this catalog. Admission and degree requirements are subject to change and are under revision at the time of publication. Please check with the Office of Student Services and Certification or the Department of Educational Leadership, Policy and Technology Studies for the most current information.

Certification

To be awarded Class AA Instructional Leader certification, students must:

• earn a passing score on a comprehensive exam covering the content of the program,
• maintain a GPA of at least 3.5 (effective July 1, 2017) on all courses with no grade below a “C”,
• complete the State Department of Education certification application forms, and
• complete SPE 500 Intro Exc Childr/Youth if a survey of special education was not previously completed.

See the Admission Criteria section of this catalog for more information.

Educational Leadership, MA

Master of Arts in Educational Leadership leading to Class A Instructional Leader Certification (P–12)

(30 semester hours). The primary purpose of the Master of Arts degree in Educational Leadership is to provide students with the initial certification in Alabama for Instructional Leadership in P-12 schools. Because the degree program is coterminal with the certificate, we call it the Instructional Leadership Program (ILP). The coursework provides students with a thorough knowledge and understanding of the central concepts, tools of inquiry and structures of the field of instructional leadership for schools. Candidates learn to work with students, families and communities in ways that reflect the dispositions expected of
To be awarded Class A Instructional Leader certification, students must:

Certification
Minimum requirements include:
- a valid Alabama Class B professional educator certificate in a teaching field or a valid Alabama Class A professional educator certificate in a teaching field or instructional support area,
- a minimum of three full years of full-time, acceptable professional educational experience in a P-12 setting, which must include at least one full year of full-time P-12 teaching experience,
- the submission of a portfolio before the interview,
- an application to the educational leadership department, and
- passing an interview conducted by the program committee.

Individuals must be unconditionally admitted to the Class A Instructional Leader program before enrolling in any leadership courses in the program.

The application portfolio must include:
1. three letters of recommendation, one of which must be from the applicant’s principal or direct supervisor,
2. a completed copy (all forms) of the most recent performance evaluation including the professional development component, if available,
3. evidence of ability to improve student achievement,
4. evidence of leadership and management potential, including evidence of most recent accomplishments in educational leadership,
5. a summary of the candidate’s reasons for pursuing the certification in instructional leadership, and
6. a summary of what the candidate expects from the certification program.

Reduced-hour Option leading to Class A Instructional Leader (certification only)
Beginning Summer 2015, individuals holding a valid Class A professional educator certificate prior to admission to the Class A Instructional Leader program may apply for the reduced-hour option to pursue certification only.

Minimum requirements include:
- valid Alabama Class A Professional Educator Certificate in a teaching field or instructional support area
- a minimum of three full years of full-time, acceptable professional educational experience in a P-12 setting, which must include at least one full year of full-time P-12 teaching experience
- a graduate GPA of 3.0 or above on a 4.0 scale
- submission of a portfolio before participation in the assessment process, which will include an interview
- submission of a writing sample in a sit-down format and a review by the program admission committee

Certification
To be awarded Class A Instructional Leader certification, students must:

a. maintain a GPA of at least 3.25 (effective July 1, 2017) on all courses with no grade below a "C",
b. receive a passing score on a comprehensive assessment documenting mastery of the curriculum,
c. successfully complete the internship and residency,
d. receive a passing score on the required Praxis exam,
e. complete a survey of special education course (SPE 300 Survey Spe Accomd Stratg or SPE 500 Intro Exc Childr/Youth) or its equivalent.

The certification programs of the department have been designed to fulfill current requirements of the Alabama State Board of Education. The state requirements change from time to time and, accordingly, the department’s requirements and programs are subject to change.

Field experience objectives, including progression from observation through participation to leadership behaviors are embedded in each course and assessed by the faculty member of record for each course.

The program of study leading to Class A Instructional Leader certification is based on a cohort approach to instruction with cohorts being established annually. For admission forms and requirements, specific program parameters, departmental policies and contact information, please review the ELPTS website.

Higher Education Administration, Ed.D.
The Higher Education Administration Program offers the EdD program in Tuscaloosa. The EdD program is also offered in an executive format.

The EdD degree provides academic preparation and professional development for those individuals who have or will assume upper-level administrative and executive roles in two- and four-year colleges and universities, state and federal postsecondary education agencies and other education-related organizations. The curriculum is designed around the key competencies necessary to assume a leadership role, with courses in program assessment and evaluation, policy, organizational change and student affairs administration. The EdD requires 66 semester hours beyond the master’s degree. These 66 semester hours include at least 54 hours of coursework and 12 hours of dissertation research. The plan of study also includes 12 semester hours in theoretical foundations and a minimum of 12 semester hours in research methods.

The Executive EdD program is designed to meet the unique needs of experienced professionals seeking a doctorate in higher education. The program helps students develop the knowledge, skills, and abilities necessary to advance in leadership positions by combining theoretically-rich studies with an applied research approach. The Executive EdD is a cohort program that allows students to build an immediate network of colleagues. Intensive coursework and a carefully-structured dissertation process allow students to complete the degree in nine semesters and maintain professional positions. The Executive EdD program's alternative format meets all the expectations of a rigorous higher education program, including the credit hour and degree requirements stipulated by the College of Education and the Graduate School.

Admission to the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) does not ensure admission to the doctoral programs. Admission forms and requirements, specific program parameters, departmental policies, and contact information for each doctoral degree can be found at the ELPTS website.

See the Admission Criteria section of this catalog for more information.
Higher Education Administration, MA

The Master of Arts degree in higher education is offered in Tuscaloosa and online (beginning Fall 2017). The Master of Arts is a 36-hour degree program and is designed for students seeking to enter a range of professional careers in postsecondary education. The program follows standards and guidelines from the Council for the Advancement of Standards in Higher Education, and it includes courses in foundational studies, professional studies, supervised practice, research and electives. The program partners with staff in student and academic affairs to provide professional development opportunities in and outside of the classroom experience. All master's students are required to complete an internship.

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 30 semester hours of credit in coursework and write a thesis (a minimum of 6 semester hours of thesis research required).

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of credit and complete a culminating or “Capstone” experience as described under the Comprehensive Examinations section below. Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major program, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Higher Education Administration, Ph.D.

The Higher Education Administration Program offers a PhD program in Tuscaloosa only.

The PhD degree prepares students to assume scholarly roles in higher education. The PhD program emphasizes working with faculty in a one-on-one setting with students participating in a mentored teaching and research sequence, providing first-hand experiences of faculty life. Students investigate and contribute to a body of knowledge that informs higher education policy and practice at the institutional, statewide, national, and international levels.

The PhD requires 78 semester hours beyond the master’s degree. These 78 semester hours include at least 54 hours of coursework and 24 hours of dissertation research. The program of study also includes 12 semester hours in theoretical foundations and a minimum of 12 semester hours in research methods.

PhD students also are required to complete mentored teaching and mentored research courses. In mentored teaching, students are required to assist a higher education faculty member with course instruction. In mentored research, students work individually with a higher education faculty member to complete a research project.

Admission to the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) does not ensure admission to the doctoral programs. Admission forms and requirements, specific program parameters, departmental policies and contact information for each doctoral degree can be found at the ELPTS website.

Instructional Leadership, Ed.D.

Instructional Leadership, Ed.D.—Nurse Educator

The UA College of Education and the Capstone College of Nursing have combined to offer a Doctorate of Education in Instructional Leadership with a concentration in Nurse Educator. This low-residency program is designed to prepare future faculty with the teaching and research skills necessary for positions in community colleges, four-year colleges, and universities.

Working within annual cohorts and employing distance-based instruction, coursework requirements and the dissertation study are typically completed in 4½ years.

The curriculum supports the competencies for nurse educators specified by the National League for Nursing (NLN) and the Southern Regional Education Board Council on Collegiate Education in Nursing (SCCEN).

Admission Requirements:

In this program, nurses that have an MSN degree enter the program to earn a Doctorate in Education (EdD) for Nurse Educators. To be admitted into the program, students will meet the criteria for admission to The University of Alabama Graduate School and the Colleges of Nursing and Education.

Prerequisites include:

- an undergraduate GPA of 3.0 on a 4.0 scale, a 3.0 average for the last 60 semester hours in a degree program, or a 3.0 or higher in a completed graduate degree program
- an unencumbered RN license in the state in which the student will practice
- BSN degree from an accredited institution
- M.S.N. degree from an accredited institution

The fall admission deadline is April 1st. An admissions committee comprising nursing and education faculty will select students based upon the following requirements. Each step must be completed to be considered for admission.

Step 1) Complete the Graduate School application

Step 2) Submit department materials

- Resume
- Admission Form
- Three letters of recommendation
- Sample of your academic writing (e.g., a scholarly paper presented in a previous graduate course that demonstrates your knowledge of an area, powers of organization, command of language, and communication skills.)

Conditional Admission

A degree applicant whose credentials do not meet the above requirements for regular admission may be considered for conditional admission. Applicants for conditional admission will not be considered if their GPA is lower than 3.0. The conditional status is satisfied, and the status of regular admission automatically assumed, if the student makes a grade of “B” or better in each class during the first twelve hours of their
graduate work. Failure to meet this requirement will result in the student being dropped from the program.

Admission to the Graduate School and the College of Education does not ensure admission to the doctoral programs. Admission forms and requirements, specific program parameters, departmental policies, and contact information for each doctoral degree can be found at the ELPTS website.

Additional requirements for the Graduate School (Degree Requirements) and the College of Education (Doctoral Degrees (p. 321)) are detailed in earlier sections of this catalog.

Program Requirements:
The Doctorate of Education requires a minimum of 72 credit hours beyond the master’s degree (60 hours of coursework and 12 hours of dissertation study). Students must also meet the University residency requirement.

The 60 hours of required coursework is typically completed in three years of full-time study through a blended format of online courses and campus meetings (scheduled four times a semester on Friday evenings and Saturdays). The dissertation study must be completed no later than seven years after first enrollment.

Residency
Students will meet the University Residency Requirement by successfully completing 18 hours of required coursework within a 12-month period, including three of five core courses (currently BEF 644, AEL 667, BEF 641, AEL 695 or AHE 603) in consecutive semesters.

Comprehensive Exam
A comprehensive exam measures students’ command of the content presented in the coursework portion of the degree.

Dissertation
During dissertation research, continuous registration is required for a minimum of 3 hours per term (fall and spring) until graduation. Registration is also necessary for summer graduation.

Nurse Educator Dissertation: Policy & Procedure

Purpose. A dissertation—demonstrating the ability to conduct independent research and skill in organization, writing and presentation—must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. The subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

Policy. The dissertation progresses through the following benchmarks:

(i) Prospectus. The dissertation committee meets to review a brief outline (typically around 20 pages) of the proposed research project. Upon approval, the Application to Candidacy form is signed and submitted to the department office.

(ii) Proposal. The dissertation committee meets to review the first three chapters of the dissertation manuscript. Where appropriate, this should include the justification and design of any proposed field research. Upon approval, the Appointment of Committee form is signed and submitted to the department office. The student can then seek the IRB approval necessary to conduct their study.

(iii) Defense. The dissertation committee meets to review the final manuscript, including analysis of the study’s findings and discussion of their significance in the light of current research and policy. Upon approval, the Committee Acceptance form is signed and submitted to the department office. The complete and edited dissertation is then uploaded at the ETD website, as explained below.

Graduate School Guidelines

• A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are approved by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

• All members of a dissertation committee must be members of the Graduate Faculty. The committee chair must be a full member of the graduate faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty. One member must be from outside the student’s major department. Please see INSTRUCTIONS FOR APPOINTMENT TO TEMPORARY GRADUATE FACULTY. Unless there are extraordinary circumstances meriting approval by the graduate dean beforehand, all members of the dissertation committee must attend the final oral defense of the dissertation.

• The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage.

• Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

• The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, however, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research, but only in the final semester.

Application for Degree
The Application for Degree form must be submitted in the first week of the semester that you plan to graduate.

Instructional Leadership, Ph.D.

Doctoral Degrees
The PhD in instructional leadership prepares educational leaders, scholar practitioners, policy makers, professors, and researchers who can use—and contribute to—knowledge of learning processes, pedagogy, and the social foundations of schooling. Courses focus on curriculum, professional development, supervision, learning, pedagogy, and questions of diversity and social justice. Throughout, the overarching aim is to develop the skills of inquiry and reflective decision making so that graduates are able to construct ethical and politically informed judgments that advance education while respecting diversity, honoring difference, and promoting social justice. The PhD offers optional concentrations in instructional technology (preparing future researchers, teachers, and corporate trainers in the field of instructional design and e-learning) and the social and cultural foundations of education (preparing students for academic positions in higher education).
Instructional Leadership – Instructional Technology Concentration (PhD)
The Instructional Leadership Ph.D. with a concentration in Instructional Technology is dedicated to the improvement of professional practice and service to learning communities. The Ph.D. prepares individuals to conduct original research and to use current and emerging technologies and instructional strategies to create effective learning environments. Further, the degree prepares individuals to assume instructional technology roles of preparing future researchers and teachers in schools and colleges, and for positions in educational technology, instructional design, and training in business and industry.

Instructional Leadership – Social and Cultural Studies Concentration (PhD)
The Instructional Leadership Ph.D. with a concentration in Social and Cultural Studies is dedicated to the improvement of professional practice within learning communities. We develop future scholars, researchers, and instructional leaders for schools, colleges, and other learning institutions. Our work is guided by the principles of reflective practice, professional growth, democratic action, and individual responsibility. The overarching goal is the preparation of theoretically-informed leaders with the critical understanding of social and cultural issues necessary to enact organizational, curricular, and pedagogic reforms within their respective institutional settings.

Admission to the Graduate School and the College of Education does not ensure admission to the doctoral programs. Admission forms and requirements, specific program parameters, departmental policies, and contact information for each doctoral degree can be found at the ELPTS website.

Instructional Leadership, PhD (Instructional Technology)
Students pursuing a Ph.D. in Instructional Leadership with a concentration in Instructional Technology may follow either the traditional residency or an alternative residency option. The alternative residency requires students to enroll in 18 hours of approved graduate level coursework across three consecutive semesters (6 hours each semester). The 18 hours of coursework must include at least nine hours of approved coursework at the Tuscaloosa campus, three hours of coursework in AIL 691 Doctoral Seminar: Instructional Technology, and no more than six hours of advisor approved online, distance education, or Gadsden coursework.

Admission Requirements:
To be considered for regular admission, students must score above the 50th percentile on either the GRE or MAT. For admission, an applicant must apply online through the Graduate School. Applicants should select the Instructional Leadership PhD and then the specialty area of Instructional Technology. Other requirements include a departmental information sheet, a curriculum vita or resume, a statement of purpose, three recommendations, and a writing sample.

Program Requirements:
When admitted to the program, applicants are assigned a temporary advisor—they may continue to work with this person or select another advisor when they get to know the faculty. Advisors work with students to complete a Program of Study. This is your degree plan; it specifies the courses you must complete in order to graduate.

The Instructional Leadership PhD with an Instructional Technology concentration is an 84-hour degree. It is comprised of 60 hours of coursework (48 of which must be beyond the Master’s degree) and 24 hours of dissertation credit.

Graduate School Requirements:
1. Within the first 30 hours of study, copies of students’ Program of Study Form must be submitted to the department and to the graduate school. Any changes to the program of study must be made by completing a course substitution form.
2. The Program of Study Form must indicate how the University Residency Requirement will be met – the regular residency or the alternative residency.
3. All requirements must be completed within seven years. Credit earned in the six years preceding enrollment in the doctoral program may be applied.

Instructional Leadership, PhD (Social and Cultural Studies)
Students pursuing this concentration may follow either the traditional or the alternate doctoral residency. The alternate doctoral residency requires students to enroll in 18 credit hours of approved graduate level coursework across three consecutive semesters. The 18 hours of coursework must include six of twelve of the doctoral core on the Tuscaloosa campus. Students may include up to six hours of advisor approved online, distance education, hybrid, or Gadsden coursework.

Students may not take more than three hours of online or hybrid instruction in a single semester during the residency period.

Admission Requirements:
To be considered for regular admission, students must have maintained an undergraduate grade point average of 3.0 on a 4.0 scale or a 3.0 average for the last 60 semester hours in a degree program. No entrance exam is required for application to the Instructional Leadership PhD with concentration in Social and Cultural Studies. However, students who have already taken the GRE and scored at or above the 50th percentile are encouraged to submit their results to supplement their application. For admission, an applicant must apply through the Graduate School. You will be asked to submit names for recommendations, a departmental information sheet, your curriculum vita or resume, a statement of purpose, and a writing sample.

Program Requirements:
When admitted to the program you will be assigned a temporary advisor—you may continue to work with this person or select another advisor when you get to know the faculty. One of the first projects, usually completed out the courses you must complete in order to graduate.

Within your first 30 hours of study, copies of your Program of Study Form must be submitted to the department and to the graduate school. Any changes to the program of study must be made by completing a course substitution form.

Your Program of Study Form must indicate how you will meet the University Residency Requirement.

Up to 21 hours of required course work may be transferred if credit meets conditions stated in the Doctoral Degrees section of the Graduate Catalog. Use the Transfer Graduate Credit Form.

All requirements must be completed within seven years. Credit earned in the six years preceding enrollment in the doctoral program may be applied. See the checklist pertaining to each degree for any exceptions. (Some programs may be eight years if certain conditions prevail.)
The doctoral program requires a minimum of 72 credit hours beyond the master’s degree or 90 hours beyond the bachelor’s degree. A typical 72-credit hour PhD is comprised of 48 hours of coursework, a comprehensive examination, 24 hours of dissertation credit, and the University residency requirement.

Students must complete 33 hours of coursework relevant to the major, including, at a minimum, 18 hours of BEF coursework. These 18 hours must include the following program core courses: BEF 644, AEL 667/BEF 667, AEL 669, AEL 681/BEF 681, and 3 hours of BEF 698. BEF 698 is a one-hour credit course that can be taken multiple times. Additionally, students are strongly encouraged to complete at least one course in each of the constituent program disciplines: sociology, history, and philosophy. Preapproved courses are as follow:

- Sociology: BEF 507, BEF 641, BEF 650
- History: BEF 503, BEF 653
- Philosophy: BEF 504, BEF 642, BEF 654

Remaining hours of coursework may come from the following elective courses: Any disciplinary course not taken from above and BEF 512, BEF 534, BEF 575, BEF 585, BEF 607, BEF 639; AEL 619, AEL 664, AEL 695.

In consultation with their advisors, students are encouraged to seek relevant courses outside the program and College to fulfill both disciplinary and elective needs according to their academic interests and professional goals.

A majority of courses in the program of study must be at the 600 level or higher.

Research. 15 hours of coursework in quantitative and/or qualitative research methods must be included in the program of study.

Proposal. The dissertation proposal normally constitutes the first three chapters of the dissertation study. Typically, this comes after the student has met to discuss their prospectus. At this point, a student should submit the Application for Admission to Candidacy form to the Graduate School—and a photocopy to the department.

Dissertation (AEL 699 Dissertation Research, 24 hours). Continuous enrollment is required until the dissertation is complete. The number of hours will vary depending on workload of the student and professor on the document.

Doctoral Residency. The minimum period in which the doctoral degree can be earned is three full academic years of graduate study. The student must spend an academic year in continuous residence as a full-time student in the Graduate School of The University of Alabama (or, if specifically approved by the faculty concerned, one full summer consisting of two terms, preceded by or followed by one regular semester). Full time enrollment consists of 9 credit hours per semester. This requirement can be satisfied only by enrolling in coursework; dissertation or thesis research cannot be used. Students following the traditional residency requirement are advised that distance education courses may not count toward that requirement.

Department of Educational Studies in Psychology, Research Methodology, and Counseling (BCE, BEP, BER, BSP)

- Majors
  - Counselor Education: Clinical Mental Health Counselor Option (MA) (p. 358)

[object Object]

Counselor Education

BCE511 Principles Of Guidance

Hours 3

Explores the rationale for guidance by examining human development and sociological, psychological, and philosophical bases for guidance. Provides awareness of services by surveying components of guidance programs. Offered fall semester.

BCE512 Counseling Theory Proc

Hours 3

Introduction to counseling, counseling theories, and the counseling relationship; and an overview of the counseling process. Offered fall and spring semesters.

BCE513 Career Development

Hours 3

An introduction for counselors and teachers to career development concepts, labor force information, and other resources needed to help persons with career planning and decision making. Offered spring semester.

BCE514 Counseling Skills

Hours 3

An experiential course involving applied elements of theoretical models and customary helping skills to orient and prepare students for their initial supervised work with counseling clients. Offered fall and spring semesters.

BCE515 Practicum Counseling I

Hours 3

Laboratory training in attending, listening, and influencing skills. Supervised experience in counseling. Offered fall and spring semesters.

BCE516 Practicum Counseling II

Hours 3

Supervised practice in counseling. Offered fall and spring semesters.

Prerequisite(s): BCE 515
BCE518 Intro to Clin. Ment. Hlth Cnsl
Hours 3
Seminar and fieldwork designed to acquaint the student with the functions and roles of the counselor in various community and agency settings. Offered fall semester.

BCE521 Group Proced Coun Educ
Hours 3
Background in group methods, including group guidance, group counseling, and group dynamics. One-half of class time is spent in a laboratory experience during which each student is provided an opportunity to function in a group. Offered fall and spring semesters and in summer school.

BCE522 Indiv & Group Appraisal
Hours 3
An overview of measurement methods, practice in administration and interpretation of standardized tests, and evaluation of tests and testing programs for counseling and guidance. Offered spring semester and in summer school.

BCE523 Prog Development & Mgt
Hours 3
An examination of the organization and implementation of the guidance functions of schools and the guidance responsibilities of counselors, teachers and administrators. Offered spring semester.
Prerequisite(s): BCE 511

BCE525 Intern Sch Clint Ment Hca Cou
Hours 3,6
Supervised field experience in an appropriate job setting. Offered fall, spring and summer semesters/terms.
Prerequisite(s): BCE 515

Hours 3
Advanced study and discussion of a variety of agency-specific issues and topics. Offered spring semester.
Prerequisite(s): BCE 518

BCE533 Special Topics
Hours 1-3
This course is designed to offer students a range of counseling-focused 500-level special topic classes.

BCE540 Orientation to Rehabilitation Counseling
Hours 3
Philosophical, social, psychological, and legislative bases of rehabilitation; the nature and scope of the rehabilitation process and the functions of the rehabilitation counselor; and study of the individual. Offered fall semester.

BCE541 Prin Pract Rehabilitn Counsl
Hours 3-6
Supervised experiences in selected rehabilitation and agency settings to provide an opportunity to integrate theory and practice early and to do selected independent field studies. Offered fall semester.

BCE542 Medical and Psychosocial Aspects Disabilities
Hours 3
General knowledge of chronic illness and disability is important for rehabilitation counselors, allied health professionals, and other human services workers who work in settings involved with serving persons with disabilities. This course will explore the personal, psychosocial, and vocational impact of chronic illness and disability. The course provides an overview of various body systems, the etiology and pathology of diseases, injuries, and disabilities that can affect the body systems, the prognosis, psychosocial and vocational implications of these conditions. Also examined will be the various models of conceptualizing disability and assistive technology.

BCE543 Psychosoc Cult Aspects Disabl
Hours 3
Psychological and sociological attitudes, adjustment problems, sexuality, rehabilitation techniques, placement, family and social systems implications, programs, and facilities; emphasis on severely disabled individuals. Offered spring semester.

BCE545 Case Management, Vocational Rehabilitation, & Placement
Hours 3
The purpose of this course is to provide students with the knowledge and necessary skills to complete case management and vocational rehabilitation placement services. Course content includes competencies of case management; intake interviews; medical and psychological evaluation and life care planning.

BCE546 Pract Rehab Counseling
Hours 3-6
Supervised practice in rehabilitation counseling. Offered fall, spring, and summer semesters/terms.
Prerequisite(s): BCE 514

BCE547 Intern Rehab Counseling
Hours 3,6
Supervised field experience in a rehabilitation setting. Offered fall, spring, and summer semesters/terms.
Prerequisite(s): BCE 546

BCE548 Medical Aspects Disabil II
Hours 3
A study of medical, psychosocial, and rehabilitation considerations surrounding cognitive disabilities arising from brain trauma, mental illness, and addictions. Offered spring semester.

BCE611 Multicult. Approach Counseling
Hours 3
This course is designed to introduce students to multicultural issues unique to counseling and other helping professions. Offered even-numbered fall semesters.

BCE615 Field Exper Counselor Ed
Hours 3
Supervised field experiences in counseling to supplement accredited, advanced-level internships. Offered annually.

BCE616 Internship In Counseling
Hours 3-6
Supervised practice in counseling for advanced majors. Offered alternate spring semester.
BCE617 Internship In Group
Hours 3
Supervised practice in group guidance techniques with clients in a variety of settings. Offered alternate fall semesters.

BCE618 Adv Theory Counseling
Hours 3
Historical and current approaches to individual counseling, and the theories of personality structure and individual behavior from which these approaches are derived. Offered alternate spring semesters.

BCE619 Supervision Of Counseling
Hours 3-6
Supervision of practicum students within a structured pedagogical course. Offered in the fall and spring semesters.

BCE620 Human Sexuality Counseling
Hours 3
A course that identifies sexual issues and dysfunctions and examines counseling strategies, treatment planning and interventions. Offered even-numbered fall semesters.

BCE625 Advanced Internship
Hours 6,12
Supervised field experiences in counseling and counselor education for advanced students. Offered fall, spring, and summer semesters/terms.
Prerequisite(s): BCE 615 or BCE 616 or BCE 617

BCE626 Readings
Hours 3
Independent study under faculty direction. Offered fall, spring, and summer semesters/terms.

BCE631 Consul Adm & Ldrs in Counseling
Hours 3
Study of consultation with teachers, administrators, parents, and various community agencies, emphasizing behavioral, ecological, mental health, and organized models and appropriate interventions to be planned with consultees. Offered alternate spring semesters.

BCE633 Advanced Seminar
Hours 3
Seminars focusing on contemporary counseling issues and topics. Varied offerings.

BCE650 Couns Stratg Fam Relatns
Hours 3
Examination of theoretical and applied elements of systemic intervention with troubled families. Offered spring semester.

BCE651 Counseling Strategy Couple Relat
Hours 3
Examination of theoretical and applied elements of intervention with distressed couples. Offered fall semester.

BCE652 Couns Stratg Adult-Child
Hours 3
Examination of theoretical and applied elements of intervention with discordant relationships between adults and children. Offered summer terms only.

BCE653 Intro Play Therapy
Hours 3
Lecture/laboratory experience focusing on an overview of play therapy, including history, theories, beginning skills, and practicum experience. Variable offerings.

BCE654 Advanced Play Therapy
Hours 3
Individual readings, conferences, group discussions, lecture and reports focusing on techniques/methods, applications to special settings or populations, ethics, and professional responsibilities with an extended practicum experience.

BCE698 Non-Dissertn Research
Hours 3-6
Directed research not related to dissertation research. Variable offerings.

BCE699 Dissertation Research
Hours 1-15
Student research for writing dissertation.

Educational Psychology

BEP500 Adv Educational Psych
Hours 3
Principles of educational psychology for teaching and for educational services in schools and colleges.

BEP501 Proseminar in Educational Psychology
Hours 1
This course presents an introduction to doctoral studies in Educational Psychology at The University of Alabama.

BEP505 Motivation and Self-Regulation
Hours 3
Investigates the development of self-regulatory processes and the match between those processes and educational practice. Transitions from home to school, elementary to secondary, and high school to college/work are considered in depth.

BEP541 Foundations of Learning and Cognition
Hours 3
Provides a foundation in the learning sciences and cognitive research with a particular focus on educational settings.

BEP550 Life Span Development
Hours 3
A study of principles and concepts of physical, cognitive, personality, and social development from conception through death.

BEP561 Social Cult Basis Behavr
Hours 3
Provides fundamental knowledge regarding the methods in which social and cultural interactions and histories influence human behavior. Focuses on application of social psychology principles and multicultural issues to increase awareness and improve skills across a variety of social settings, including schools and human-service agencies.

BEP565 Personality & Social Dev
Hours 3
Examines the major theories of personality and social-emotional factors as they impact on the learning process and educational practice.
The University of Alabama  353

BEP570 Foundations of Educational Neuroscience
Hours 3
A survey of main issues and topics in educational and cognitive neuroscience, cognitive science, and learning sciences. The course is open to all graduate students from any program.

BEP598 Non-Thesis Research
Hours 1-6
Research conducted by student.

BEP599 Thesis Research
Hours 1-6
Research conducted by student for thesis.

BEP600 Contemp Educ Psych Prob
Hours 3
Thorough exploration of current problem areas in education and the impact and perspectives of educational psychology.

BEP601 Family, School, and Community Relationships
Hours 3
Provide candidates with a strong foundation for understanding family, school, and community partnerships, and to build their abilities to put this knowledge into practice within their own school settings.

BEP641 Authentic Sch Learn Tchg
Hours 3
Cognitive approaches to learning/teaching with focus on what constitutes authentic learning. Topics/themes include nature of preschool learning, sources contributing to learning, constructivism, and holistic perspectives.

BEP650 The Psychology of Morality
Hours 3
An overview of the psychology of morality with a particular focus on the processes leading to moral action. Specialty topics include measurement, gender, cross-cultural, and educational issues. Character education will be discussed with special attention to the empirical and theoretical background of current character education programs.

BEP655 Adolescent Psychology
Hours 3
Theories and research on adolescent psychology. Examination of physical, cognitive and personality/social development within the context of the family, schools and peer relations.

BEP665 Motivation/Emotion Education
Hours 3
Exploration into processes of human motivation and emotion with a focus on educational settings.

BEP670 Research Methods and Trends in Educational Neuroscience
Hours 3
Focuses on research methods and trends in educational neuroscience. Seminar format with some data analysis activities. Topics are grouped under three themes: research trends, methods (e.g., MRI, EEG), and neuroscience theory (e.g., connectivity).

BEP672 Teaching Ed Psych Coll
Hours 3-12
Seminar for graduate student instructors. Students must be GTAs in educational/school psychology. Designed to help GTAs use reflective decision making and knowledge of educational psychology to teach undergraduates.

BEP673 Research/Ethics Seminar
Hours 3
Critical study of current issues in educational psychology.

BEP690 Readings In Educ Psych
Hours 1-6
An opportunity for the student to study intensively a topic in educational psychology, covering a sizable body of literature (the topic chosen should nevertheless be narrower than that subsumed under the name of a course).

BEP698 Non-Dissertatn Research
Hours 3-12
Participation in a research project relating to educational psychology.

BEP699 Dissertation Research
Hours 1-15
Research by student for dissertation.

Educational Research

BER500 Intro Educatn Research
Hours 3
An overview of research methodology, primarily for master's students. Offered fall, spring, and summer semesters.

BER540 Statistical Methods In Educ
Hours 3
This three-hour course covers basic descriptive and inferential statistics, including measures of central tendency and dispersion. Hypothesis testing related to one-sample z-and t-test; independent and dependent samples t-test; correlation; and chi-square and simple regression are included. An introduction SPSS is required. Offered fall, spring, and summer semesters.

BER545 Analy Variance In Educ
Hours 3
This is a three-hour course in which the student will learn various forms of the General Linear Model (GLM) using Analysis of Variance (ANOVA) methods. One and Two-Way ANOVAs; including contrast and interaction analyses, analysis of covariance ANCOVA; Repeated Measures; and Mixed-Model design; non-parametric. SPSS is required. Offered fall and spring semesters.

BER546 Regression Methods In Ed
Hours 3
Topics include correlation, simple, and multiple regression analyses from two to multiple variables. SPSS is required. Offered fall and spring semesters.

Prerequisite(s): BER 540

Prerequisite(s): BER 540
**BER550 Eval Classroom Learning**  
Hours 3  
A comprehensive contemporary approach to the development, application, and interpretation of teacher-made classroom assessments; use of text book assessments to be aligned with national and state achievement standards. Attention is given to interpreting standardized norm and criterion referenced tests. Grading practices are presented especially to be aligned with No Child Left Behind Federal legislation 2001. Offered fall semester.

**BER558 Intro To Psychometrics**  
Hours 3  
An introduction to classical and current theories and practices in psychometrics. Theory is presented together with exposure to many of the popular assessment procedures. Offered fall semester.  
Prerequisite(s): BER 540 or by permission of instructor

**BER600 Quant Research Methods**  
Hours 3  
An overview of research methods and procedures in education, primarily for doctoral students. Emphasis is given to the quantitative and qualitative methods used in writing a doctoral dissertation.

**BER603 Survey Research In Educ**  
Hours 3  
Comprehensive introduction to using survey instruments for research purposes. Survey development, construction, validation scaling, sampling, and research methods as they apply to matching the survey to research questions are covered.  
Prerequisite(s): BER 540

**BER630 Case Study Research Methods**  
Hours 3  
Examines the production of case studies of individual practices, discrete institutions and organizations, and state-level policies. Explores the research methods that can inform the production of case study representations of human experience, as well as the different styles of case study writing. Offered summer term.  
Prerequisite(s): BER 631 or equivalent

**BER633 Ethics & Aesthetic:Qual III**  
Hours 3  
Examines the ethics, aesthetics and opportunities for advocacy in naturalistic studies of human experience. Explores feminist, Afrocentric, critical theoretic, artistic and journalistic conceptions of data collection, and a variety of styles and formulas for research writing. Course assignments support the development of students’ research interests and are geared toward scholarly publication. Offered all semesters.  
Prerequisite(s): BER 631 and BER 632

**BER634 Narrative Inquiry**  
Hours 3  
This course serves as an introduction to narrative inquiry and analysis in qualitative research. Topics covered include: theoretical and philosophical underpinnings of narrative inquiry, ethics and reflexivity in narrative inquiry, analytic methods in narrative inquiry, narrative interviewing, and (re)presenting narrative work.  
Prerequisite(s): BER 631 or equivalent

**BER640 Quantitative II: Statistical Methods in Education II**  
Hours 3  
The primary emphasis of this course focuses on the relationships between single dependent variable and one or two independent variables. Although more complex models can be considered (i.e. more than two independent variables) generalizations for the models discussed in this case can be applied to multiple-variable scenario. Topics covered include: one-way ANOVA, two-way ANOVA, repeated measures ANOVA and multiple regression.  
Prerequisite(s): BER 540 or equivalent. DELETE BER 545 and BER 546 as prerequisites.

**BER641 Multivariate Statistics**  
Hours 3  
Covers the following statistical procedures: principal component analysis, factor analysis, cluster analysis, multidimensional scaling, discriminate analysis, canonical correlation, and hierarchical linear modeling (HLM) and other interdependent multivariate methods.  
Prerequisite(s): BER 640

**BER642 Advanced Regression Methods**  
Hours 3  
Different multiple regression methods are presented including an overview of ordinary least squares regression, ordinal regression, logistic and probit regression, loglinear, mixed, and regression discontinuity. Interpretation of results diagnostics, and applications are covered for the several glm models.  
Prerequisite(s): BER 640

**BER645 Advanced Experimental Design**  
Hours 3  
Advanced statistical methods in Experimental Design, including specialty ANOVA designs and designing of experimental studies. Topics include Factorial ANOVA, Randomized Block Designs, Nested Designs, Random and Mixed Effects ANOVA, Repeated Measures ANOVA, and Incomplete Block Designs.  
Prerequisite(s): BER 640
BER646 Structural Equation Modl
Hours 3
Includes an introduction to the basic concepts of structural equation modeling, including approaches to regression, path analysis, confirmatory factor analysis, and model building with dependent and independent variables. Offered spring.
Prerequisite(s): BER 641 or BER 642

BER658 Psychometric Theory Pract
Hours 3
Major topics include true score reliability, validity, classical theory, generalizability theory, contemporary theory: item response theory. Computer applications required. Offered spring of odd years.
Prerequisite(s): BER 540 and BER 558

BER660 Eval I: Theory & Practice
Hours 3
Concepts and techniques for evaluating education programs, projects, materials, curriculum, and personnel. Field work and computer analyses required. Offered fall semester.

BER665 Mixed Methods Research Design
Hours 3
Course participants will be provided with an overview of the history and foundations of mixed methods research, literature on emerging trends in mixed methods research, types of MM designs, types of research problems addressed by MM research, data collection and analysis strategies, and reporting and evaluating mixed methods research.
Prerequisite(s): BER 540 and BER 631

BER667 Field Work Educ Research
Hours 3-6
Faculty-supervised participation in research and other educational projects. Work is related to advisor’s research interests. Field work required. Offered fall, spring and summer semesters.
Prerequisite(s): By permission of instructor only.

BER669 Practicum Educ Research
Hours 3-6
Practicum is a student-initiated research project done with faculty supervision. Field work is required. Offered fall, spring and summer semesters.

BER690 Readings In Educ Res
Hours 1-3
Offered fall and spring semesters and in summer school.

BER695 Spec Top in Ed Research
Hours 3
This special topics course will be focused on selected current advanced statistical and/or research methods in Educational Research.
Prerequisite(s): By permission of instructor only

BER698 Non-Dissertation Research
Hours 3-6
No description available

BER699 Dissertation Research
Hours 1-12

No description available

School Psychology

BSP500 Intro School Psychology
Hours 3
The history, role, and ethical and legal issues of school psychology are studied. The school psychologist’s role in team decision making is emphasized.

BSP515 Cog Acad Assmnt Decsn Makng
Hours 3
Cognitive and academic assessment and psychological case report writing, focusing on standardized measures, as well as authentic and direct techniques, and treating the topics from perspectives in data based decision making and intervention for children with learning and behavior problems.

BSP516 Social Behav Assmnt Decisn Mak
Hours 3
Study of behavioral and social-emotional assessment, emphasizing data-based decision making for children with learning and behavioral problems; using data in meaningful educational and psychological interventions is also stressed.

BSP586 Assessment Practicum
Hours 3
Requires 150 hours of supervised experience in assessment and is conducted in public schools or other agencies. Intellectual, achievement, behavioral, and social-emotional assessment of children with learning and behavioral problems and use of assessment in team decision making are emphasized.

BSP588 Intern School Psychomtry
Hours 3-6
The student performs the duties of a school psychometrist in a school system, under supervision.

BSP601 Appl Pediatric Neurpsych
Hours 3
Study of applied brain-behavior relationship in the areas of academics, behavior, and social/emotional skills. Various disorders, assessment techniques, interventions, and preventions will be examined and discussed.

BSP625 Behavioral Consultation and Interventions for School-Based Problems
Hours 3
Study of consultation with teachers, administrators, parents, and various community agencies, emphasizing behavioral, ecological, mental health and organizational models and use of data-based decision making to plan and implement appropriate interventions for children with social and behavioral challenges and disabilities.
Prerequisite(s): BSP 500 or permission of the instructor
BSP635 Academic and Instructional Consultation and Intervention
Hours 3
Advanced study of assessment and remediation of academic skills problems for children with learning challenges and disabilities, instructional and academic consultation, aptitude-treatment interaction, study-skills training, self-regulation and monitoring, peer-influenced academic interventions, prevention, and other interventions to meet the needs of all students in inclusive settings.
Prerequisite(s): BSP 500 or permission of the instructor

BSP660 Psychopathology
Hours 3
Thorough examination of the history, scope, and understanding of abnormal behavior through the life span, with emphasis on educational and clinical implications. The most recent classification system is used to structure topics and issues in the course.

BSP673 Research/Ethics Seminar
Hours 3
Covers topics of current interest to school psychologists.

BSP686 Consult Interv Practicum
Hours 3
Requires 150 hours of supervised experience in conducting consultation and intervention (within a team-decision-making framework) with children, parents, teachers, and administrators in public schools and other agencies.

BSP687 Specialist Internship
Hours 3-6
The student performs the activities of a school psychologist in an educational or other agency, under supervision.

BSP688 Doctor Intern School Py
Hours 3-6
The student performs the duties of a school psychologist in an educational agency, under supervision.

BSP689 Res Pract School Psych
Hours 3
Participation in cooperative faculty/student research on some aspect of school psychology.

BSP690 Readings School Psych
Hours 1-6
An opportunity for the student to study intensively a topic in school psychology, covering a sizable body of literature (the topic chosen should nevertheless be narrower than that subsumed under the name of a course).

BSP696 Advanced Doctoral Practicum-School Psychology
Hours 1-3
Supervised field experiences for doctoral students in conducting school psychology assessment, consultation, and intervention with children, parents, teachers, and administrators in public schools or other agencies.
Prerequisite(s): BSP 500, BSP 515, BSP 516, BSP 625, BSP 635, BSP 586, BSP 686, BSP 601

BSP698 Non-Dissertatn Research
Hours 3
Participation in a research project relating to school psychology.

BSP699 Dissertation Research
Hours 1-12
Research for student’s dissertation.

Faculty
Department Head and Professor
Aaron Kuntz
Professors
Joy Burnham
Rick Houser
Randall Schumacker
Stephen I. Thoma
Associate professors
Jamie D. Mills
Sara Elizabeth Tomek
Assistant professors
Youn-Jeng Choi
Ryan Cook
Kelly Guyotte
Hyemin Han
Lisa Hsin
Katie Rose King
Wei Li
Junfei Lu
Wenchao Ma
Audrey Lustig Michal
Laura M. Morett
George Mugoya
Stephanie Shelton
Firat Soylu
Stefanie Wind
Clinical professor
Judy Giesen
Clinical associate professors
Ann Godfrey
Stacy Hughey-Surman
Annie Smith
Clinical assistant professors
Heather Britnell
Corrie Harris
Michael Lawson

Counselor Education, Ed.S.
The educational specialist degree in Counselor Education leads to advanced certification for school counselors. Successful completion of the program results in eligibility to be recommended for Class AA (specialist-level) certification as a school counselor.
Admission Requirements

Admission requires valid, master's level certification in School Counseling and at least two full years of full-time acceptable professional educational work experience in a P-12 school system.

An entrance exam score (GRE score of at least 300 or the 50th percentile or above on the MAT) is needed for regular admission.

Admission requirements for the Graduate School (Admission Criteria) and the College of Education (General Admission (p. 328)) are detailed in earlier sections of this catalog.

Degree Requirements

A minimum of 30 hours of appropriate work beyond the MA degree in Counselor Education (School Counseling) and the completion of a comprehensive exam are required for the educational specialist degree. The course of study includes:

- foundations of professional studies, 6 hrs
- educational research, 3 hrs
- instructional support area courses, 12 hrs
- electives (which may be specified), 9 hrs (If a survey of special education course has not been completed, SPE 500 is required.)

A list of courses that fulfill these requirements may be obtained from the Counselor Education office.

The Graduate Catalog is published annually. Program checklists may be updated more frequently and are likely to provide the most up-to-date information about requirements. Students should obtain the most recent program checklists from their program advisors.

Please note: Courses taken for the prerequisite Class A certification and credits over six years old cannot be counted toward this degree. The certification programs of the department have been designed to fulfill current requirements of the Alabama State Board of Education.

In order to maintain compliance with the Alabama State Board of Education, admission and program requirements are subject to change. For the most current information, please check with the Office of Student Services and Certification or the Program in Counselor Education.

Certification

To be awarded Alabama Class AA School Counselor certification, students must:

- maintain a GPA of at least 3.5 (effective July 1, 2017) on all courses with no grade below a "C"
- receive a passing score on a comprehensive assessment documenting mastery of the curriculum
- hold valid, prerequisite Alabama Class A School Counselor certification
- complete an application for certification through the Alabama State Department of Education

Counselor Education, Ph.D.

The PhD degree is also offered in Counselor Education.

The Council for Accreditation of Counseling and Related Programs (CACREP), a specialized accrediting body recognized by the Commission on Higher Education Accreditation (CHEA), has conferred accreditation on the following: Clinical Mental Health Counseling (MA), School Counseling (MA) and Counselor Education (PhD). The Council on Rehabilitation Education (CORE), also recognized by CHEA, has conferred accreditation for Rehabilitation Counseling (MA).

See the Admission Criteria section of this catalog for more information.

Admission Requirements

Cohort admission decisions are made annually. Admission to pursue a doctoral degree in Counselor Education is a two-step procedure. Regular admission to the Graduate School is the initial step for those seeking the doctoral degree. Within this step, students are engaged in post-master's study and are subject to scrutiny and review by program faculty for their suitability for doctoral study. Statement of purpose and letters of recommendation consistent with goals of the program, entrance exam scores (300 or above on the GRE or at least the 50 percentile on the MAT), and a GPA of 3.0 on a 4.0 scale are needed for regular admission.

An applicant for doctoral study must:

1. possess a completed master's degree in Counselor Education
2. when necessary, complete supplemental master's-equivalency courses to comply with the CACREP-accredited course of study for the master's degree
3. successfully complete a pre-admission doctoral interview for formal pursuit of the doctoral degree in Counselor Education

Course credit in post-master's study may be used to fulfill doctoral degree requirements only after supplemental master's-equivalency study is completed and a successful interview is conducted.

Degree Requirements

Degree requirements are noted on the official Plan of Study for the various degrees/tracks. These documents are available from the chairperson or administrative staff for the department.

All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

If later there are changes in the Plan of Study, the student submits an amended plan of study to the Graduate School at the time the student applies for admission to candidacy for the degree. Admission to Candidacy forms are on the Graduate School's website.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination.

Alternative Doctoral Residency in Counselor Education

The required doctoral residency may be met through a combination of traditional campus classes and online classes in Counselor Education.

Students will complete a minimum of nine semester hours in each of the two contiguous residency semesters/terms of their doctoral study. No more than three semester hours of online graduate course work in Counselor Education may be taken during either of the nine-hour residency semesters/terms.
Counselor Education: Clinical Mental Health Counseling Option, MA

Three study options in the Counselor Education Program lead to the MA and provide the professional preparation necessary for work in schools, colleges, rehabilitation, agency and clinical mental health settings.

Because of the necessarily heavy emphasis at the entry level upon practicum and internship experiences, the MA program in Clinical Mental Health Counseling requires a minimum of 60 semester hours. No thesis is required in any of the MA programs.

The Council for Accreditation of Counseling and Related Programs (CACREP), a specialized accrediting body recognized by the Commission on Higher Education Accreditation (CHEA), has conferred accreditation on the following: Clinical Mental Health Counseling (MA), School Counseling (MA) and Counselor Education (PhD).

Admission Requirements

Admission to pursue a master's degree in any track within the program in Counselor Education is based upon success in admission for graduate study with the Graduate School. Statement of purpose and letters of recommendation consistent with goals of the program, entrance exam scores (300 or above on the GRE or at least the 50th percentile on the MAT), and a GPA of 3.0 on a 4.0 scale are needed for regular admission.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Degree requirements are noted on the official Plan of Study for the various degrees/tracks. These documents are available from the chairperson or administrative staff for the department.

If later there are changes in the Plan of Study, the student submits an amended plan of study to the Graduate School at the time the student applies for admission to candidacy for the degree. Admission to Candidacy forms are on the Graduate School's website.

Counselor Education: Rehabilitation Counseling Option, MA

Three study options in the Counselor Education Program lead to the MA and provide the professional preparation necessary for work in schools, colleges, rehabilitation, agency and clinical mental health settings.

Because of the necessarily heavy emphasis at the entry level upon practicum and internship experiences, the MA program in Rehabilitation Counseling requires a minimum of 48 semester hours of study. No thesis is required in any of the MA programs.

The Council for Accreditation of Counseling and Related Programs (CACREP), a specialized accrediting body recognized by the Commission on Higher Education Accreditation (CHEA), has conferred accreditation on the following: Clinical Mental Health Counseling (MA), School Counseling (MA) and Counselor Education (PhD). The Council on Rehabilitation Education (CORE), also recognized by CHEA, has conferred accreditation for Rehabilitation Counseling (MA).

Admission Requirements

Cohort admission decisions are made annually. Admission to pursue a master's degree in any track within the program in Counselor Education is based upon success in admission for graduate study with the Graduate School. Statement of purpose and letters of recommendation consistent with goals of the program, entrance exam scores (300 or above on the GRE or at least the 50th percentile on the MAT), and a GPA of 3.0 on a 4.0 scale are needed for regular admission.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Degree requirements are noted on the official Plan of Study for the various degrees/tracks. These documents are available from the chairperson or administrative staff for the department.

If later there are changes in the Plan of Study, the student submits an amended plan of study to the Graduate School at the time the student applies for admission to candidacy for the degree. Admission to Candidacy forms are on the Graduate School's website.

Counselor Education: School Counseling Option, MA

The School Counseling option leads to a master's degree and provides the professional preparation necessary for work in P-12 schools.

Certification programs for school counselors are available at the Class A and Class AA levels.

Because of the necessarily heavy emphasis at the entry level upon practicum and internship experiences, the MA program in School Counseling requires a minimum of 60 semester hours of study. Courses used to qualify for a lower-level supporting certificate may not be used again in a higher-level certification program. No thesis is required in any of the MA programs.

The Council for Accreditation of Counseling and Related Programs (CACREP), a specialized accrediting body recognized by the Commission on Higher Education Accreditation (CHEA), has conferred accreditation on the following: Clinical Mental Health Counseling (MA), School Counseling (MA) and Counselor Education (PhD).

Admission Requirements

Cohort admission decisions are made annually. Admission to pursue a master's degree in any track within the program in Counselor Education is based upon success in admission for graduate study with the Graduate School. Statement of purpose and letters of recommendation consistent with goals of the program, entrance exam scores (300 or above on the GRE or at least the 50th percentile on the MAT), and a GPA of 3.0 on a 4.0 scale are needed for regular admission.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Degree requirements are noted on the official Plan of Study for the various degrees/tracks. These documents are available from the chairperson or administrative staff for the department.

If later there are changes in the Plan of Study, the student submits an amended plan of study to the Graduate School at the time the student applies for admission to candidacy for the degree. Admission to Candidacy forms are on the Graduate School's website.

Educational Psychology, Ed.D.

The University of Alabama Educational Psychology Program admits candidates to the master's (MA), educational specialist (EdS), doctor of education (EdD) and PhD graduate degree programs. The mission of the program is to provide students with a thorough understanding of
the theory and research related to learners, learning and developmental processes. All degree programs reflect this mission and prepare students for careers as faculty members within academic settings, researchers in agencies or businesses and school practitioners. The program invites applications from all potential students, especially those in underrepresented populations.

The Eds degree is designed for practitioners who desire advanced training beyond the MA. Practitioners who wish to obtain an advanced terminal degree may opt for the EdD.

**Admission Requirements**

Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of 300 or above, and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Prospective students are encouraged to complete their applications by January 15 for admission the following fall.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

Doctoral degrees require 72 or more hours beyond the MA.

Additional information is in the Degree Requirements (p. 14) section of this catalog.

**Educational Psychology, Ed.S.**

The University of Alabama Educational Psychology Program admits candidates to the master’s (MA), educational specialist (EdS), doctor of education (EdD) and PhD graduate degree programs. The mission of the program is to provide students with a thorough understanding of the theory and research related to learners, learning and developmental processes. All degree programs reflect this mission and prepare students for careers as faculty members within academic settings, researchers in agencies or businesses and school practitioners. The program invites applications from all potential students, especially those in underrepresented populations.

The EdS degree is designed for practitioners who desire advanced training beyond the MA. Practitioners who wish to obtain an advanced terminal degree may opt for the EdD.

See the Admission Criteria section of this catalog for more information.

**Admission Requirements**

Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of 300 or above, and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Prospective students are encouraged to complete their applications by January 15 for admission the following fall.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

EdS degrees require 30–33 hours beyond the MA.

Additional information is in the Degree Requirements (p. 14) section of this catalog.

**Educational Psychology, MA**

The University of Alabama Educational Psychology Program admits candidates to the master’s (MA), educational specialist (EdS), doctor of education (EdD) and PhD graduate degree programs. The mission of the program is to provide students with a thorough understanding of the theory and research related to learners, learning and developmental processes. All degree programs reflect this mission and prepare students for careers as faculty members within academic settings, researchers in agencies or businesses and school practitioners. The program invites applications from all potential students, especially those in underrepresented populations.

The MA in Educational Psychology provides an advanced introduction to the field. Students may select a thesis or nonthesis option. There are also two MA options offered in collaboration with educational research. These options are: learning and evaluation (thesis and nonthesis options) and program evaluation (nonthesis only). In addition, the program offers a learning and assessment MA in an online format designed for practitioners interested in developing a strength in educational research as it relates to the learning process and assessment practices within educational settings. (For further information, see http://bamabydistance.ua.edu/degrees/ma-in-ed-psych-learning-and-assessment/index.php).

See the Admission Criteria section of this catalog for more information.

**Admission Requirements**

Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of at least 300 or a MAT score in the 50 percentile or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission.

**Summary of Degree and Program Requirements**

A major part of graduate training is successful participation in courses. Coursework requirements for the MA degree options in Educational Psychology are listed in this booklet. The MA degree requires 30 graduate credit hours.

Coursework requirements are found in “Program Planning Records.” Each student is expected to maintain a Program Planning Record with his/her/their adviser in order to monitor completion of coursework requirements.

Each student is appointed a temporary faculty adviser upon initial acceptance into the program. A student may select a permanent adviser after beginning coursework. Advisers assist students with planning coursework, registering for courses, completing program planning records, portfolio evaluations and other activities.

**Program Outcomes**

All degree requirements in the Educational Psychology Program are carefully designed and sequenced according to program outcomes. Program outcomes are the areas of knowledge and skill students are expected to demonstrate upon successful completion of the coursework and other training activities. Students provide evidence of each program outcome during the required portfolio evaluations. Program outcomes for the MA degree in Educational Psychology are listed in this booklet.

**Transfer of Credit and Use of Previous Graduate Work**

The University of Alabama allows students to transfer equivalent courses from other accredited institutions where the student was enrolled in the graduate school. Up to one-half of the required coursework, exclusive of thesis or dissertation credit, may be transferred from another institution. Credits may be transferred only if they were earned during the six-year period prior to admission to the program. Transfer of courses must be approved by the student’s adviser. The Dean of the Graduate School must also approve transfer of courses. The Graduate School form to request consideration of transfer of credits is located in the Student Handbook.
Limits on Coursework
Educational Psychology Program requirements exclude credit for undergraduate study, study which is remedial, or study which is designed to remove deficiencies in meeting requirements for program admission. In addition, the program limits the number of courses not open exclusively to graduate students to no more than one-third of a student’s program.

Continuous Portfolio Reviews
All students in the Educational Psychology Program are required to participate in a continuous portfolio review process in order to monitor student progress and determine that program outcomes are being achieved. A general description of the portfolio review process, including a portfolio checklist and rating scale, is located in the Student Handbook. Specific requirements for portfolios for the M.A. degree are located in this booklet.

Research Participation
All students in the Educational Psychology Program are expected to obtain skills in research. Each student is expected to join a faculty member’s research team during the first semester of graduate study. Masters’ and Ed.S. students take a number of research courses and are encouraged to participate in research projects during courses and field experiences.

Comprehensive Examinations
All degree students in the Educational Psychology Programs are required to successfully complete written comprehensive examinations before the degrees will be granted. The specific procedures for comprehensive examinations for the M.A. degree are described in this booklet. The examinations are completed independently on a “take-home” basis, and require students to integrate knowledge and skills obtained during coursework and other training activities. Each student is allowed to take comprehensive examinations only twice.

Educational Psychology, Ph.D.
The University of Alabama Educational Psychology Program admits candidates to the master’s (MA), educational specialist (EdS), doctor of education (EdD) and PhD graduate degree programs. The mission of the program is to provide students with a thorough understanding of the theory and research related to learners, learning and developmental processes. All degree programs reflect this mission and prepare students for careers as faculty members within academic settings, researchers in agencies or businesses and school practitioners. The program invites applications from all potential students, especially those in underrepresented populations.

The PhD is an advanced research degree and is designed specifically for students interested in careers within academic and research settings. PhD students may choose specializations in:

a. learning and motivation,

b. human development, or

c. educational neuroscience.

The human development specialization is offered in collaboration with the Department of Human Development and Family Studies in the College of Human Environmental Sciences.

Admission Requirements
Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Prospective students are encouraged to complete their applications by January 15 for admission the following fall.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
Doctoral degrees require 72 or more hours beyond the master’s.

Additional information is in the Degree Requirements (p. 14) section of this catalog.

Educational Psychology-School Psychometry, MA
The University of Alabama School Psychology Program is designed to provide exemplary graduate training in research, application and practice related to learning, development and mental health of children and youth, as well as their families, educators and other professionals who work with them. The School Psychology Program admits candidates to the master’s (MA), educational specialist (EdS), and PhD graduate degree programs. The degrees in school psychology prepare candidates for direct school-based practice and, for PhD candidates, careers in academic and other settings as faculty members, researchers, and practitioners. The degree programs in school psychology focus on the provision of school psychology services that are based on a strong foundation of research and application related to learners and learning processes. The school psychology degree programs include an integrated and sequential program of study with comprehensive coursework and supervised field experiences. Candidates participate in courses and seminars in assessment and data collection; interventions and decision making, prevention and consultation, professional school psychology, sociocultural foundations, psychological foundations, human development, educational foundations, statistics and research and other areas. Candidates are required to participate in extensive practicum, internship and research experiences.

Two options are available for the MA degree: On-campus option and distance learning option. In the on-campus option, our MA degree is incorporated into program requirements for candidates in our EdS and PhD degree programs. The MA degree is required and built into our program of study, and students admitted to the EdS or PhD program receive the MA along the way during their programs. After about one-and-one-half years into their graduate programs of study, EdS and PhD candidates have completed the 33 graduate credits for the MA degree during the course of their EdS or PhD programs. EdS and PhD students then go on to complete the additional coursework, practica and internships for their EdS or PhD degrees.

The distance learning option (blends online classes with intensive campus weekends and is offered through the College of Continuing Studies: http://bambaydistance.ua.edu/degrees/eds-in-ed-psych-school-psychology. The distance learning program does NOT hold NASP approval. Currently, only applicants who hold a valid bachelor’s-level Professional Educator Certificate in a teaching field or a valid master’s-level Professional Educator Certificate in another area of instructional support will be considered for the distance program.

Admission Requirements
Applicants to the on-campus program are encouraged to complete their applications by January 15 for admission the following fall semester. Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0
on a 4.0 scale are needed for regular admission. Applicants may be considered for admission in some circumstances if they meet either the GPA requirement OR the GRE score requirement, but not both.

Applicants to the distance learning program are encouraged to complete their applications by April 15. Statement of purpose, vita/resume and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Applicants may be considered for admission in some circumstances if they meet either the GPA requirement OR the GRE score requirement, but not both. In addition, distance learning applicants must meet admission requirements established by the Alabama State Department of Education:

1. valid bachelor’s level or master’s level professional educator certificate in a teaching field OR valid master’s level professional educator certificate in another area of instructional support,
2. two years of acceptable educational experience, and
3. fingerprinting/background clearance

See the Admission Criteria section of this catalog for more information.

Certification

Requirements for certification and licensure in School Psychometry vary from state to state. Students are expected to determine the requirements for the state in which they intend to practice before beginning the program.

Graduates who met admission criteria above and obtain the MA degree in Educational Psychology-School Psychometry in the distance learning program may be eligible for Alabama Class A certification in School Psychometry if the following prerequisites are met:

- a passing score on comprehensive exams, and
- a minimum GPA of 3.25 on all program courses (effective for candidates unconditionally admitted to a Class A School Psychometry program July 1, 2017, and thereafter.)

Graduates of the on-campus MA degree are not eligible for Alabama Class A certification in School Psychometry. Because on-campus students obtain the MA degree along the way during their Eds or PhD program, they may use the certification requirements outlined or the EdS and PhD degrees.

Additional information is in the Degree Requirements (p. 14) section of this catalog.

Educational Research, Ph.D.

The primary mission of the Educational Research Program is to offer a quality graduate program that prepares scholars to critically engage with educational research and evaluation, develop appropriate and innovative research designs, and contribute conceptually sound analyses to the overlapping fields of education, the social sciences and the health sciences.

The program in educational research offers the PhD in educational research and post-masters certificate in qualitative or quantitative research. There is an EdS offered in conjunction with educational psychology. There are also two MA options offered in collaboration with educational psychology. These options are: learning and evaluation (thesis and nonthesis options) and program evaluation (nonthesis only).

The degrees require coursework in educational statistics, assessment/measurement, program evaluation and qualitative research. A student may choose to specialize in educational statistics, program evaluation, assessment/measurement, research methodology or qualitative research at the PhD level. Field experiences are required as part of the program.

Admission for doctoral degree, PhD

The doctoral program in Educational Research requires a Master’s degree for doctoral admission. Completion of a master’s degree in: the behavioral sciences, education, math, or statistics is recommended.

See the Admission Criteria section of this catalog for more information.

Degree requirements for the doctoral degree, PhD

Degree requirements are available from the program coordinator or administrative staff for the department. Degree requirements are noted on the official plan of study for the various degrees/tracks. These documents are available from the chairperson or administrative staff for the department.

All doctoral students must have a completed plan of study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination. Additional information concerning plan of study, admission to candidacy and all other requirements including those for the EdS is in the Degree Requirements section of this catalog.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan
of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about Ph.D foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses
Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.
Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- **To begin the process, the student petitions the department head.** In the petition the student:
  - describes the compelling circumstances,
  - briefly describes the current status of the dissertation, then
  - includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- **If the department head supports the petition, it is forwarded to the college dean.**

- **If the college dean supports the petition, it is sent to the graduate dean.**

- **If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.**

- **If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program.** To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699
Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

**Dissertation Proposal**

The dissertation proposal aims to show the appropriateness, manageability and significance of the proposed research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.
Article-Style Dissertations
This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.
Qualitative Research, Graduate Certificate

The primary mission of the Educational Research Program is to offer a quality graduate program that prepares scholars to critically engage in educational research and evaluation, develop appropriate and innovative research designs and contribute conceptually sound analyses to the overlapping fields of education, the social sciences and the health sciences.

The program in educational research offers a PhD in Educational Research and post-Masters certificate in Qualitative or Quantitative Research. There is an EdS offered in conjunction with Educational Psychology. There are also two MA options offered in collaboration with Educational Psychology. These options are: Learning and Evaluation (thesis and nonthesis options) and program evaluation (nonthesis only). The degrees require coursework in educational statistics, assessment/measurement, program evaluation, and qualitative research. A student may choose to specialize in educational statistics, program evaluation, assessment/measurement, research methodology or qualitative research at the PhD level. Field experiences are required as part of the program.

Graduate Certificate in Qualitative Research

The Graduate Certificate in Qualitative Research is a 15-credit course sequence that integrates theoretical knowledge with practical application and field-based experience. Students who complete the certificate will have developed the methodological expertise and background necessary to be recognized as an emerging scholar in the field of qualitative inquiry. Though this certificate is housed in the College of Education, students from all disciplines are welcome to apply.

Course Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BER 632</td>
<td>Reflect Resist: Qual II</td>
<td>3</td>
</tr>
<tr>
<td>BER 633</td>
<td>Ethics &amp; Aesthetic: Qual III</td>
<td>3</td>
</tr>
<tr>
<td>BER 630</td>
<td>Case Study Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>BER 687</td>
<td>Field Work Educ Research</td>
<td>3</td>
</tr>
<tr>
<td>BER 695</td>
<td>Spec Top in Ed Research</td>
<td>3</td>
</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

How to Apply:

1. Apply through the Graduate School’s On-line Application Center.
2. Select the Qualitative Research Certificate Program when applying

Application Materials include:

1. Statement of Purpose focusing on the student’s goals in pursuing a Qualitative Research certificate;
2. Writing Sample submitted directly to the department for faculty consideration

General Requirements:

- Students must have a Masters degree in education (or a related field) and be accepted to the Qualitative Research non-degree certificate program by the Graduate School and departmental faculty.
- Applications will consist of evidence of having a Masters degree, a statement of purpose, and writing sample.
- Students must have a minimum of 15 required hours.

- Certificate completion will be monitored by certificate program administrators.

Certificate Completion Requirements:

1. All courses listed above
2. Capstone Presentation

Time Limit: 6 Years.

You may contact Dr. Aaron Kuntz (akuntz@bamaed.ua.edu) or Dr. Kelly Guyotte (kguyotte@bamaed.ua.edu) for more information.

Quantitative Educational Research, Graduate Certificate

The Graduate Certificate in Quantitative Educational Research places an emphasis on acquiring the skills necessary to not only complete statistical calculations, but to know how and when to apply and use appropriate calculations. This 15 credit-hour certificate prepares students from various disciplines to conduct research that documents the effects of educational programs and school outcomes. The courses required for this certificate are advanced educational research/statistics courses and provide those completing the certificate with significant and valuable knowledge and skills beyond what is required for typical degree requirements.

The primary mission of the Educational Research Program is to offer a quality graduate program that prepares scholars to critically engage with educational research and evaluation, develop appropriate and innovative research design and contribute conceptually sound analyses to the overlapping fields of education, the social science and the health sciences.

The program in educational research offers the PhD in educational research and post-Masters certificate in qualitative or quantitative research. There is an EdS offered in conjunction with Educational Psychology. There are also two MA options offered in collaboration with educational psychology. These options are: Learning and Evaluation (thesis and nonthesis options) and program evaluation (nonthesis only). The degrees require coursework in educational statistics, assessment/measurement, program evaluation and qualitative research. A student may choose to specialize in educational statistics, program evaluation, assessment/measurement, research methodology or qualitative research at the PhD level. Field experiences are required as part of the program.

See the Admission Criteria section of this catalog for more information.

Requirements for the Graduate School (Degree Requirements (p. 14)) and the College of Education (Master’s (p. 14), Professional Certification, EdS, Doctoral (p. 14)) are detailed in earlier sections of this catalog. For specific program requirements visit the College of Education Programs website or for a student handbook and additional information, email or call: Chairperson, School Psychology, The University of Alabama, College of Education, Box 870231, Tuscaloosa, AL 35487-0231; phone (205) 348-7575; fax (205) 348-0683; program office, 306 Carmichael Hall, email: pharriso@bamaed.ua.edu.

Graduate Certificate in Quantitative Educational Research

Course Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BER 641</td>
<td>Multivariate Statistics</td>
<td>3</td>
</tr>
<tr>
<td>BER 642</td>
<td>Advanced Regression Methods</td>
<td>3</td>
</tr>
<tr>
<td>BER 645</td>
<td>Advanced Experimental Design</td>
<td>3</td>
</tr>
</tbody>
</table>
How to Apply:
1. Apply through the Graduate School’s On-line Application Center.

Application Materials include:
1. Statement of Purpose focusing on the student’s goals in pursuing a Quantitative Research certificate;
2. Evidence of prerequisite research/statistics courses comparable to BER 640 Quantitative Research II, must have achieved a grade of B or better in prerequisite research courses.

General Requirements:
• Students must have a Masters degree in education (or a related field) and be accepted to the Quantitative Research non-degree certificate program by the Graduate School and departmental faculty.
• Applications will consist of evidence of having a Masters degree, a statement of purpose and evidence of prerequisite courses.
• Students must have a minimum of 15 required hours.
• Certificate completion will be monitored by certificate program administrators.

Certificate Completion Requirements: All courses listed above
Time Limit: 6 Years.

You may contact Dr. Jamie Mills about enrolling in this certificate: jmills@bamaed.ua.edu

Research Methodology, Ed.S.

The primary mission of the Educational Research Program is to offer a quality graduate program that prepares scholars to critically engage with educational research and evaluation, develop appropriate and innovative research designs, and contribute conceptually sound analyses to the overlapping fields of education, the social sciences, and the health sciences.

The program in educational research offers the PhD in educational research and post-Masters certificate in qualitative or quantitative research. There is an EdS offered in conjunction with Educational Psychology. There are also two MA options offered in collaboration with educational psychology. These options are: Learning and Evaluation (thesis and nonthesis options) and program evaluation (nonthesis only).

Admission Requirements

The doctoral program in Educational Research requires successful admission to graduate study within the Graduate School.

Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Prospective students are encouraged to complete their applications by January 15 for admission the following fall.

See the Admission Criteria section of this catalog for more information.

Research Methodology, Ph.D.

The primary mission of the Educational Research Program is to offer a quality graduate program that prepares scholars to critically engage with educational research and evaluation, develop appropriate and innovative research designs, and contribute conceptually sound analyses to the overlapping fields of education, the social sciences, and the health sciences.

The program in educational research offers the PhD in educational research and post-Masters certificate in qualitative or quantitative research. There is an EdS offered in conjunction with Educational Psychology. There are also two MA options offered in collaboration with educational psychology. These options are: Learning and Evaluation (thesis and nonthesis options) and program evaluation (nonthesis only).

The degrees require coursework in educational statistics, assessment/measurement, program evaluation, and qualitative research. A student may choose to specialize in educational statistics, program evaluation, assessment/measurement, research methodology, or qualitative research at the PhD level. Field experiences are required as part of the program.

Admission Requirements

The doctoral program in Educational Research requires successful admission to graduate study within the Graduate School.

Statement of purpose and letters of recommendation consistent with goals of the program, GRE score of 300 or above, and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Prospective students are encouraged to complete their applications by January 15 for admission the following fall.

Degree requirements for the doctoral degree, PhD

Degree requirements are available from the program coordinator or administrative staff for the department. Degree requirements are noted on the official Plan of Study for the various degrees/tracks. These documents are available from the chairperson or administrative staff for the department.

All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination. Additional information concerning Plan of Study, admission to candidacy and all other requirements including those for the EdS is in the Degree Requirements (p. 14) section of this catalog.
School Psychology, Ed.S.

School Psychology

The University of Alabama School Psychology Program is designed to provide exemplary graduate training in research, application and practice related to learning, development and mental health of children and youth, as well as their families, educators and other professionals who work with them. The School Psychology Program admits candidates to the master’s (MA), educational specialist (EdS) and PhD graduate degree programs. The degrees in school psychology prepare candidates for direct school-based practice and, for PhD candidates, careers in academic and other settings as faculty members, researchers, and practitioners. The degree programs in school psychology focus on the provision of school psychology services that are based on a strong foundation of research and application related to learners and learning processes. The school psychology degree programs include an integrated and sequential program of study with comprehensive coursework and supervised field experiences. Candidates participate in courses and seminars in assessment and data collection; interventions and decision making, prevention and consultation, professional school psychology, sociocultural foundations, psychological foundations, human development, educational foundations, statistics and research and other areas. Candidates are required to participate in extensive practicum, internship and research experiences.

Two options are available for the EdS degree: On-campus option and distance learning option:

The "traditional, on-campus" EdS and PhD degrees in the School Psychology Program hold full approval status from the National Association of School Psychologists (NASP) and national recognition by CAEP. Applicants with undergraduate or previous graduate degree in psychology, education, human development or related fields are eligible for admission to the traditional, on-campus School Psychology program.

The distance learning option blends online classes with intensive campus weekends and is offered through the College of Continuing Studies: http://bamabydistance.ua.edu/degrees/eds-in-ed-psy/psych-school-psychology. The distance learning program does not hold NASP approval. Currently, only applicants who hold master's level, professional educator certification in psychometry or special education from a state department of education will be considered for the hybrid program.

Admission Requirements

Statement of purpose, vita/resume, and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Applicants may also be considered for admission in some circumstances if they meet either the GPA requirement OR the GRE score requirement, but not both.

Applicants to the on-campus program are encouraged to complete their applications by January 15 for admission the following fall semester. Note that a prior graduate degree or educator certification is NOT required for admission to our on-campus EdS or PhD degree programs.

Applicants to the distance learning program are encouraged to complete their applications by April 15. Statement of purpose, vita/resume and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Applicants may also be considered for admission in some circumstances if they meet either the GPA requirement OR the GRE score requirement, but not both. In addition, distance learning applicants must meet admission requirements established by the Alabama State Department of Education:

1. valid master's level certification as a school psychometrist or in special education
2. two years of acceptable educational experience,
3. fingerprinting/background clearance

See the Admission Criteria section of this catalog for more information.

Certification

Requirements for certification and licensure in school psychology vary from state to state. Students are expected to determine the requirements in the state or states in which they are interested in practicing before beginning the program. The degrees from the School Psychology program may lead to state and national credentials:

- Graduates of the NASP-approved (main campus) program, who obtain the EdS and PhD degrees in the School Psychology, are eligible for the National Certification in School Psychology (NCSP), following successful completion of the national school psychologist Praxis assessment and internship. The NCSP is used by over 30 states, including Alabama, as one possible route to grant state certification in school psychology.
- Graduates of the distance learning program who obtain the EdS in Educational Psychology-School Psychology may be eligible for Alabama Class AA certification in school psychology in the following prerequisites are met: a. a passing score on the appropriate Praxis assessment, and b. a minimum GPA of 3.50 on all program courses (effective for candidates unconditionally admitted to a Class AA School Psychology program July 1, 2017, and thereafter.)

Requirements for the Graduate School (Degree Requirements (p. 14)) and the College of Education (Master’s (p. 14), Professional Certification, EdS, Doctoral (p. 17)) are detailed in earlier sections of this catalog. For specific program requirements visit the College of Education Programs web site or for a student handbook and additional information, email or call: Chairperson, School Psychology, The University of Alabama, College of Education, Box 870231, Tuscaloosa, AL 35487-0231; phone (205) 348-7575; fax (205) 348-0683; program office, 306 Carmichael Hall, email: pharriso@bamaed.ua.edu.

School Psychology, Ph.D.

School Psychology

The University of Alabama School Psychology Program is designed to provide exemplary graduate training in research, application and practice related to learning, development and mental health of children and youth, as well as their families, educators and other professionals who work with them. The School Psychology Program admits candidates to the master’s (MA), educational specialist (EdS) and PhD graduate degree programs. The degrees in school psychology prepare candidates for direct school-based practice and, for PhD candidates, careers in academic and other settings as faculty members, researchers, and practitioners. The degree programs in school psychology focus...
on the provision of school psychology services that are based on a strong foundation of research and application related to learners and learning processes. The school psychology degree programs include an integrated and sequential program of study with comprehensive coursework and supervised field experiences. Candidates participate in courses and seminars in assessment and data collection; interventions and decision making, prevention and consultation, professional school psychology, sociocultural foundations, psychological foundations, human development, educational foundations, statistics and research and other areas. Candidates are required to participate in extensive practicum, internship and research experiences.

The PhD program is an on-campus option only; there is no distance learning option.

**Admission Requirements**

Prospective students for the PhD program are encouraged to complete their applications by January 15 for admission the following fall semester. Statement of purpose, vita/resume, and letters of recommendation consistent with goals of the program, GRE score of 300 or above and a GPA of 3.0 on a 4.0 scale are needed for regular admission. Applicants may also be considered for admission in some special circumstances if they meet either the GPA requirement or the GRE score requirement, but not both. **Note that a prior graduate degree or educator certification is NOT required for admission to our on-campus PhD degree program.**

**Certification**

Requirements for certification and licensure in school psychology vary from state to state. Students are expected to determine the requirements in the state or states in which they are interested in practicing before beginning the program. The degrees from the School Psychology program may lead to state and national credentials:

- Graduates of the NASP-approved (main campus) program, who obtain the EdS and PhD degrees in the School Psychology, are eligible for the National Certification in School Psychology (NCSP), following successful completion of the national school psychologist Praxis assessment and internship. The NCSP is used by over 30 states, including Alabama, as one possible route to grant state certification in school psychology.

Requirements for the Graduate School (Degree Requirements (p. 14)) and the College of Education (Master’s (p. 14), Professional Certification, EdS (p. 14), Doctoral (p. 17)) are detailed in other sections of this catalog. For specific program requirements visit the College of Education website or for a student handbook and additional information, email or call: Program Coordinator, School Psychology, The University of Alabama, College of Education, Box 870231, Tuscaloosa, AL 35487-0231; phone (205) 348-7575; fax (205) 348-0683; program office, 306 Carmichael Hall. http://education.ua.edu/academics/esprmc/bsp

**Department of Kinesiology (KIN)**

- Majors
  - Human Performance (MA) (p. 372)
  - Human Performance (PhD) (p. 373)

- [object Object]
  **KIN500 Sociology of Sport**
  Hours 3
  Examines the institution of sport from a sociological perspective. Provides an opportunity to critically analyze the assumptions surrounding the social significance of sport through a process of reflective thought.

- **KIN506 Techniques of Research**
  Hours 3
  Designed to acquaint the student with the types of research and the methods and materials necessary for scientific inquiry. Includes the development of a research proposal, with emphasis on form and style.

- **KIN507 Lab Techniques Phys Education**
  Hours 3
  Theoretical and practical understanding of physiological instrumentation and measurement in physical education, including practical laboratory experiences, as preparation for graduate research or other research opportunities.

- **KIN508 Perceptual Motor Development**
  Hours 3
  Perceptual-motor development of infants and young children. Current philosophies, theories, and methods; laboratory work in movement exploration. A clinical experience is required.

- **KIN510 Tchg & Supervg Elem PE**
  Hours 3
  Open to elementary education and physical education majors. Reviews the essential concepts for successfully teaching grades 1-6; learning, function and duties of consultant.

- **KIN511 Readings in Sport Management: Trends and Issues**
  Hours 3
  Online course. This course is designed to provide students with an opportunity to immerse themselves in the extant literature relating to trends and issues in sport and recreation management. Emphasis will be placed on approaches to proactively implement the contemporary trends.

- **KIN512 PE Curriculum**
  Hours 3
  Program content and curriculum planning in grades 1-12 and higher education; includes developing curriculum plan applicable to one’s need.

- **KIN538 Adv Adapted Phys Ed.**
  Hours 3
  Pertinent information concerning legislation, mainstreaming, the physical education IEP, and movement problems of individuals who deviate from the norm. A clinical experience is required.

- **KIN551 Sport Management Internship**
  Hours 3
  This course provides students with the opportunity to gain applied, practical experience in a suitable sport management related setting.
KIN552 Legal Issues in Sport  
Hours 3  
Legal Issues in Sport provides an overview of legal issues that frequently arise in the context of sport and physical activity. Emphasis will be placed on how sport managers should respond to specific situations based on the law.

KIN553 Sport Facility and Event Management  
Hours 3  
This course will provide students with an understanding of the factors involved in planning, designing, equipping, and managing sport facilities and event logistics.

KIN555 Sport Finance  
Hours 3  
An overview of the budgeting process, sources of revenue, types of expenditures, issued and innovations in financing for sport management.

KIN562 Admin Sports Programs  
Hours 3  
Problems and issues in organizing and administering secondary and college athletic programs.

KIN566 Evaluation in Phys Education  
Hours 3  
Covers practical aspects of measurements and evaluation in schools and colleges to measure clients, patients, and students. A practical measurement/evaluation on project is completed.

KIN585 Lab & Field Experience  
Hours 3,6  
Provides for teaching laboratory, internship, and/or practicum experiences, according to individual needs and goals.

KIN588 Marketing and the Media  
Hours 3  
This course examines the various components of sport marketing and consumer culture. Particular emphasis is given to the influence of the media in promoting sporting goods and products.

KIN590 Sports/Dance Workshop  
Hours 1-6  
In-depth study of physical education subject matters (gymnastics, dance, fitness, aquatics, track and field, and sports/games) focusing on content, theoretical frameworks, and educational perspectives. Students enroll in 1-credit-hour workshops according to individual needs and certification requirements.

KIN592 Physiology of Exercise  
Hours 3  
Designed to be an overview of the human physiological response to exercise.

KIN593 Advanced Fitness Testing and Exercise Prescription  
Hours 3  
Explores advanced fitness testing and exercise prescription techniques using practical experiences.

KIN595 Workshop Physical Education  
Hours 1-6  
This course is designed to help students improve their ability to teach elementary, secondary, and/or college physical education and understand theory and research as it is applied in each setting.

KIN596 Independent Study  
Hours 1-3  
Designed to provide the opportunity for independent study in a specific area of physical education.

KIN598 Non-Thesis Research  
Hours 3  
Experimental or analytical investigation of problems in physical education.

KIN599 Thesis Research  
Hours 1-6  
Research in a selected area of physical education.

KIN602 Readings Physical Education  
Hours 3  
An independent readings course for doctoral students.

KIN603 Special Proj Physical Ed  
Hours 3  
Experimental or analytical investigations of problems in physical education, arranged on an independent basis for doctoral students.

KIN604 Sem in Physical Education  
Hours 3  
Critical issues in athletics, curriculum, instruction, evaluation, research, fitness, individual differences, and financial support.

KIN612 Res Phys Ed Teach Education  
Hours 3  
An examination of the development, design, and application of research in physical education/teacher education.

KIN615 Organizational Behavior & Theory Development in Sport  
Hours 3  
The purpose of this course is to introduce the student to critical areas of sport management and the theories associated with organizational behavior and theory development.

KIN622 Analy Res Teach Phys Ed  
Hours 3  
A thorough analysis of published research on teaching in physical education.

KIN632 System Oberv Phys Educ  
Hours 3  
An examination of analytical techniques used to collect and evaluate data related to teacher and student behaviors. Instruction in the development and use of systematic observation instruments is provided.

KIN642 Instruct Design PE High Ed  
Hours 3  
An examination of methods, applications, and current research related to instructional design.
Human Performance, MA

The Department of Kinesiology offers the master of arts degree in human performance with courses focusing on the following areas:

- sport management (two options: non-certification or Class A Sport Manager certification)
- exercise science
- general human performance (coursework options from exercise science, sport pedagogy, and sport management)
- sport pedagogy (traditional Class A and Alternative Class A certification in physical education)

The latter three programs are available under Plan I (thesis) and Plan II (nonthesis). The sport management program involves completing a "Capstone experience" project. In addition, there is a sport management program that leads to Class A Sport Manager certification. The degree with an emphasis in sport pedagogy leads to Class A Physical Education certification. Additionally, the master's degree program focusing on sport pedagogy offers a non-traditional approach to certification for those with an undergraduate degree in a non-teaching field and leads to Alternative Class A certification in physical education.

There are admission requirements specific to the department in addition to those in the Graduate Catalogs on Admission Criteria. Please pay special attention to the Degree Requirements section of this catalog for important information on transfer of coursework, time limits, plan of study, admission to candidacy, etc.

See the Admission Criteria section of this catalog for more information.

For the College of Education, note the sections on General Admission (p. 5), Master's (p. 14), Professional Certification, and Doctoral (p. 14) earlier in this catalog.

Traditional Class A Physical Education Certification Program

Admission Requirements

In addition to meeting admission requirements for the Graduate School and the College of Education, applicants must hold appropriate prior certification in physical education (P-12) or the approved equivalent.

Alternative Class A Physical Education (Nontraditional) Initial Teacher Certification Program

Admission Requirements

In addition to meeting admission requirements of the Graduate School, applicants must complete specified undergraduate prerequisite courses. A transcript evaluation is required. Applicants should contact the Office of Student Services & Certification to request a transcript evaluation.

For admission to the Alternative Class A (non-traditional) program in physical education (sport pedagogy), applicants must meet the following requirements:

- An appropriate bachelor's degree from a regionally accredited institution with a minimum overall GPA of 2.75 OR a master's degree with a GPA of at least 3.0
- Applicants must meet current basic skills requirements of the Alabama Educator Certification Assessment Program (AEVAP).
- Effective September 1, 2017, passing scores on the Praxis Core Academic Skills for Educators Tests of mathematics, reading...
and writing are required (or passing scores on all components of the previously accepted Basic Skills assessment before 9/1/17). Information about the Praxis Core Tests is available online at https://www.ets.org/praxis/al/al_teacher_ed or in the Office of Student Services & Certification (104 Carmichael Hall).

- Fingerprinting/background clearance

### Class A Sport Management Certification Program

#### Admission Requirements

In addition to meeting admission requirements for the Graduate School and the College of Education, applicants to the Class A Sport Management program must hold appropriate prior certification in a teaching field.

Effective July 1, 2017, two full years of full-time, acceptable professional educational work experience will be required for admission to Class A instructional support programs, including sport management.

### Human Performance, Ph.D.

The Department of Kinesiology offers programs leading to the doctor of philosophy (PhD) degree in human performance with emphases in exercise science and sport pedagogy.

### Exercise Science

The Doctor of Philosophy (Ph.D.) degree with a specialization in exercise science has been designed to provide students with the coursework, laboratory, and practical experiences to become a leading educator and researcher.

#### Admission

Admission to the Exercise Science program is competitive and based on prior academic achievement, graduate record examination (GRE) scores, recommendations, and at the doctoral level, research interests. Minimum requirements consist of:

- a composite (verbal and quantitative) GRE score of 300
- one of the following:
  - undergraduate overall grade point average (GPA) of 3.0 on a 4-point scale
  - 3.0 for the last 60 semester hours in a degree program
  - 3.0 for a completed graduate degree program.

An applicant who does not meet both the entrance examination score and GPA requirements for regular admission may be considered for conditional admission if he/she meets one of the two. In such instances, conditional admission is not guaranteed and is handled on a case-by-case basis. Preference is given to students who have strong backgrounds in the Life Sciences or related fields, meet the minimum requirements stated above, and have research interests compatible with at least one of the Exercise Science faculty members.

#### Procedures & Deadlines

Interested applicants should apply online to the Graduate School of the University of Alabama. While the Graduate School does not impose deadlines, the Exercise Science Program adheres to the following deadline for admission and assistantship applications:

- Fall admission – February 1

All materials must be received by the dates above to be considered for the specified entrance term. Materials received after the due date will be considered for the next entrance term. Assistantship decisions are made in February and announced sometime between late February and mid-March. Assistantships are typically not awarded for Spring admission although interested applicants are encouraged to apply in order to have an application on file for the subsequent Fall term.

#### Residency Requirement

A minimum of two academic years of graduate study beyond the master’s degree is required for completion of the Ph.D. program in the College of Education. At least one year of doctoral study must be spent in continuous residence as a full-time student. (See also Alternative Residency Options in “Forms”)

#### Sequence of Steps through the Ph.D. Program

The sequence of steps for a doctoral student from admission to graduation is:

1. Satisfaction of admission requirements
2. Formation of doctoral program of study
3. Completion of coursework
4. Completion of major comprehensive exams
5. Formation of doctoral dissertation committee
6. Proposal of doctoral dissertation
7. Admission to candidacy
8. Oral examination of the dissertation
9. Submission of final copies of the dissertation

#### The Program

The Ph.D. degree requires a minimum of 72 hours beyond the master’s degree. This program includes 1) 24-hour exercise science core; 2) 12-hour competency in research and statistics; 3) 12 hours of foundation courses in human physiology/biochemistry to support the major; and 4) 24 hours of dissertation.

#### Doctoral Dissertation

The doctoral dissertation is designed to provide students with a significant research experience and is considered a contribution to the research and the literature in the field. It is anticipated that students will complete credits for the dissertation after the completion of all coursework and the comprehensive examination. The student will work closely with the doctoral program chair and committee in developing a dissertation proposal and conducting the dissertation research. The doctoral dissertation committee will consist of a minimum of five faculty members, one of whom must be from outside the department.

#### Advising

All doctoral students will be advised by a major professor with whom they will have been aligned as part of the admissions process. In the event a doctoral student is granted admission without a research mentor/major professor, they will be assigned an interim advisor upon admission to the Ph.D. program. The advisor will assist the student in the evaluation of previous work, selection of coursework, and research oversight.

#### Time Limit for Doctoral Study

Students must complete all requirements for the Ph.D. degree within seven calendar years from the time they are officially admitted to a program of study.

### Sport Pedagogy

The Doctor of Philosophy (Ph.D.) degree in human performance with a specialization in sport pedagogy has been designed to provide students
with the coursework, laboratory, and practical experiences to become a leading educator and researcher.

Residency Requirement
A minimum of two academic years of graduate study beyond the master’s degree is required for completion of the Ph.D. program in the College of Education. At least one year of doctoral study must be spent in continuous residence as a full-time student.

Admission to the Ph.D. Program
To be considered for regular admission to the Ph.D. program, a student must satisfy the following criteria: 1) a master’s degree from an accredited institution; 2) a 3.0 grade point average for the last 60 semester hours (4.0 scale); and 3) An entrance exam score of at least 300 on the quantitative and verbal sections of the Graduate Record Exam. Applications accepted year round.

Sequence of Steps through the Ph.D. Program
The sequence of steps for a doctoral student from admission to graduation is:

- Satisfaction of admission requirements
- Formation of doctoral program of study
- Completion of coursework
- Completion of comprehensive exams
- Formation of doctoral dissertation committee
- Proposal of doctoral dissertation
- Admission to candidacy
- Oral examination of the dissertation
- Submission of final copies of the dissertation

The Program
The Ph.D. degree requires a minimum of 72 hours beyond the master’s degree. This program includes:

- 24-hour sport pedagogy core
- 12-hour competency in educational research and statistics
- 12 hours of foundation courses to support the major
- 24 hours of dissertation

Doctoral Dissertation
The doctoral dissertation is designed to provide students with a significant research experience and is considered a contribution to the research and the literature in the field. It is anticipated that students will complete credits for the dissertation after the completion of all coursework and the comprehensive examination. The student will work closely with the doctoral program chair and committee in developing a dissertation proposal and conducting the dissertation research. The doctoral dissertation committee will consist of a minimum of five faculty members, one of whom must be from outside the department.

Advising
All doctoral students will be assigned an interim advisor upon admission to the Ph.D. program. The interim advisor will assist the student in the evaluation of previous work, selection of coursework, and the preliminary work in selecting a program chair and a program advisory committee.

Financial Support
A limited number of graduate assistantships are available each year. These assistantships are awarded on a competitive basis. Graduate assistants may be asked to assist with teaching, research, and/or the outreach mission of the academic unit.

Time Limit for Doctoral Study
Students must complete all requirements for the Ph.D. degree within seven calendar years from the time they are officially admitted to a program of study.

Department of Music Education (MUE)

General Requirements
Before 12 hours of graduate study are completed in any graduate degree program, students enrolled in music education graduate programs may be required, at the discretion of the department, to demonstrate professional competence in music theory and music history and, if requested, to perform a placement audition on the major instrument. Information about specific examinations can be obtained through the Music Education Office, Box 870366, Tuscaloosa, AL 35487-0366 (205) 348-6054.

Graduate-level music education courses which meet requirements for specific State-approved certification programs (Class A, Class AA) are typically offered during summer sessions. Applicants for music education graduate degrees should anticipate that summer enrollment may be necessary to complete degree requirements. Questions concerning the rotation of course offerings should be directed to the Music Education Department, Box 870366, Tuscaloosa, AL 35487-0366; (205) 348-6054.

The content of all graduate programs in music education is determined, in part, by the background and goals of the individual student. Each program will include graduate courses in music education (choral, instrumental, or general) and professional education, and may include studio courses and other graduate study as indicated by the student’s background and interests in consultation with his or her advisor. It is recommended that each student contact his or her advisor during the first term of graduate study in order to plan the program.

Degree requirements are noted on the official Plan of Study for the various degrees and tracks. These documents are available from the chairperson or administrative staff for the department.

MA in Curriculum & Instruction (Music Education option)
An acceptable score on either the Graduate Record Examination or the Miller Analogies Test is required.

Traditional Class A Program
Applicants to the traditional Class A program must hold valid Alabama Class B certification in Music Education or an approved equivalent certification to be considered for admission.

Applicants may be required, at the discretion of the department, to demonstrate professional competence in music theory and music history; to submit a tape of an ensemble performance or teaching sample; and, if requested, to perform a placement audition on the major instrument prior to the completion of 12 hours of graduate study. If requested, applicants will interview with the music education faculty prior to an admission decision. Contingent upon faculty and Graduate School approval, conditional admission is granted in some instances.

Two MA plans in Music Education (Plan I and Plan II, below) are offered in the College of Education. Both Plan I and Plan II lead to Alabama Class A (masters level) professional educator certification. Both
require compliance with the State-approved certification program and a minimum of 30 graduate semester hours as follows: (a) required music education courses, 6 hours; (b) foundations of professional studies, 6 hours; (c) educational research, 3 hours; (d) technology, 3 hours; (e) faculty-approved teaching field, 12 hours; and, additional requirements/electives, 0-3 hours. Candidates under Plan I for the master’s degree must write a thesis (6 semester hours of thesis research may be used toward the degree). Plan II candidates must earn a minimum of 30 graduate semester hours. No music education master’s degree programs are available without satisfying Alabama certification requirements; those earning a master’s degree must be eligible for recommendation for Alabama Class A Music Education (P-12) teaching certification.

**Alternative Class A, Nontraditional, Initial Teacher Certification Program**

The Alternative Class A program is designed for those who possess an undergraduate degree in an area of music other than music education from a school accredited by the National Association of Schools of Music. Prior to an admission decision, applicants must request a transcript evaluation of all college-level coursework from the Office of Student Services and Certification, College of Education, Box 870231, Tuscaloosa, AL 35487-0231 (205) 348-6073. Contact the Office of Student Services for information about the Request for Evaluation.

Admission to an Alternative Class A program requires admission to the Graduate School and the completion of specified undergraduate prerequisite courses. A transcript evaluation is required. Applicants should contact the Office of Student Services & Certification in 104 Carmichael Hall to request a transcript evaluation.

Applicants must also meet the following requirements:

- An appropriate bachelor’s degree from a regionally accredited institution with a minimum overall GPA of 2.75 OR a master’s degree with a GPA of at least 3.0
- Applicants must meet current basic skills requirements of the Alabama Educator Certification Assessment Program (AECAP). Effective September 1, 2017, passing scores on the Praxis Core Academic Skills for Educators Tests of mathematics, reading, and writing are required (or passing scores on all components of the previously accepted Basic Skills assessment before 9/1/17). Information about the Praxis Core Tests is available online at https://www.ets.org/praxis/al/al_teacher_ed or in the Office of Student Services & Certification (104 Carmichael Hall).
- Fingerprinting/background clearance

The program requires a minimum of 39 course credits as follows: (a) curriculum and teaching, 3 hours; (b) professional studies, 6 hours; (c) survey of special education, 3 hours; (d) technology, 3 hours; (e) evaluation of teaching and learning, 3 hours; (f) teaching reading or reading in content area, 3 hours; (g) music and music education, 15 hours; (h) internship, 6 hours. Some undergraduate prerequisites are also required. The fulfillment of all requirements leads to a master’s degree and recommendation for the Alabama Class A professional educator certificate in Music Education (P-12).

**EdS in Curriculum & Instruction (Music Education option)**

Applicants to the EdS program must hold valid Alabama Class A certification in Music Education or an approved equivalent certification to be considered for admission. An acceptable score on either the Graduate Record Examination or the Miller Analogies Test is required.

Applicants are required to demonstrate professional competence in music theory and music history; to submit a tape of an ensemble performance or teaching sample; and, if requested, to perform a placement audition on the major instrument prior to the completion of 12 hours of graduate study. It is highly recommended that applicants have a minimum of three years’ full-time contractual teaching experience prior to beginning a post-masters degree program. Contingent upon faculty and Graduate School approval, conditional admission is granted in some instances.

A minimum of 30 hours of appropriate work beyond the MA degree, including completion of a research project, is required for the educational specialist (EdS) degree. The total hours of graduate work, including the MA degree, must be 60 hours. Those pursuing certification options must be certain their programs of study meet all certification requirements according to programs approved by the Alabama Department of Education. Courses used to qualify for a lower level supporting certificate cannot be used again in a higher level certification program. The fulfillment of these requirements leads to the Alabama Class AA professional educator certificate in Music Education (P-12).

**EdD and PhD in Curriculum & Instruction (Music Education option)**

An acceptable score on either the Graduate Record Examination or the Miller Analogies Test is required. Applicants should have either a bachelor’s or master’s degree in music education. Additionally, applicants must submit a writing sample and successfully complete a formal screening interview with the music education faculty prior to an admission decision. Applicants are required to demonstrate professional competence in music theory and music history; to submit a tape of an ensemble performance or teaching sample; and, if requested, to perform a placement audition on the major instrument prior to the completion of 12 hours of graduate study. It is highly recommended that applicants have a minimum of three years’ full-time contractual teaching experience prior to beginning a post-masters degree program. Contingent upon faculty and Graduate School approval, conditional admission is granted in some instances.

The doctoral degrees (EdD and PhD) in curriculum and instruction (music education option) are designed to include a broad field of study in a major area of specialization. Selection and sequence of courses are contingent on the skills, background, and professional goals of the student. Each student’s program will include courses in music, music education, professional education, and research.

All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination. For details on Plan of Study, Admission to Candidacy, and all other degree requirements, visit the Degree Requirements section of this catalog.

Graduate work in music education is an option through the Curriculum and Instruction Department in the College of Education. Interested applicants should contact Music Education, Box 870366, Tuscaloosa, AL 35487-0366 (205) 348-6054, or speak with a music education adviser.
MUE500 Foundatn Music Education  
Hours 3  
Investigation of the purposes and functions of music education from antiquity to the present. Philosophical foundations and a chronological survey of historical issues related to the inclusion of music in general education will also be discussed.

MUE525 Choral Techn Materials  
Hours 3  
Organization, rehearsal, programming and performance of choral groups.

MUE526 Instrmnl Techn Materls  
Hours 3  
Organization, rehearsal, programming and performance of instrumental groups.

MUE530 Mus Ed Curr Theory Dev  
Hours 3  
Analysis of music curricula and study of the development process.

MUE532 Research in the History and Aesthetics of Music Education  
Hours 3  
This course will address various techniques into the history and aesthetics of music education.

MUE535 Curriculum Projects In Mued  
Hours 1-3  
The design, proposal, implementation, evaluation, and reporting of a curriculum project or an improved instructional procedure in music. Independent study.

MUE540 Intro Research In Mued  
Hours 3  
Introduction to research study in music education.

MUE560 Functional Instruments  
Hours 0.5,1  
No description available

MUE580 Introduction to Graduate Studies in Music Education  
Hours 3  
Introduction designed to prepare student for the application of scholarly thinking to topics in the areas of music psychology, teacher training, and music education.

MUE586 Marching Band Techniques  
Hours 3  
Fundamentals of marching, maneuvering, and preparation and presentation of formations. Prerequisite: Graduate Standing.

Prerequisite(s): Graduate Standing

MUE589 Clinical Experiences in Music Education  
Hours 2-6  
Part-time supervised teaching experience in secondary instrumental music education. Four-twelve hours weekly for 14 weeks in Tuscaloosa area public schools.

MUE590 Seminar In Music Education  
Hours 1-3  
Study of special topics in music education.

MUE591 Workshop in Music Education  
Hours 1-3  
Provide students with professional development opportunities in the field of music education through attendance at regional and national conferences, especially through the AMEA Annual Conference. Attendance at sessions including workshops on topics affecting all aspects of teaching, especially as they relate to music educators. Prerequisite: Graduate standing.

Prerequisite(s): Graduate standing

MUE597 Practicum Music Educatn  
Hours 3-12  
No description available

MUE598 Non-Thesis Research  
Hours 1-3  
No description available

MUE599 Thesis Research  
Hours 1-6  
No description available

MUE600 Foundations of Music Education  
Hours 3  
The purposes of this course are (a) to introduce ideas, people, and events that inform the history and philosophy of Western music education, particularly in the North American context, and (b) to acquaint students with tools of philosophical and historical inquiry appropriate for their ongoing engagement with music education as reflective practitioners and as graduate student researchers.

MUE625 Choral Techniques and Materials  
Hours 3  
This course is an overview of resources for college level students of choral teaching and conducting. It includes such topics as philosophy, learning theory, human behavior, and history as it investigates the various roles of the choral conductor. It also reviews such issues as the relationship between conductor and vocalist, mechanics of singing, and rehearsal strategies informed by the findings of past choral scholars and some of the most recent and salient research in choral singing. It is designed as a graduate level survey course for those interested in expanding their knowledge base in various choral methods techniques, within the context of both historical and divergent contemporary choral rehearsal and performance practices.

MUE626 Instrumental Tech & Materials  
Hours 3  
Advanced organization, rehearsal, programming and performance of instrumental groups.

MUE630 Mu Ed Curric Theory Dv  
Hours 3  
Advanced analysis of music curricula and study of the development process.
MUE631 Doctor of Philosophy Diagnostic/Admission Exam
Hours 0
Examination required prior to completion of no more than six hours of study for admission to a Ph.D. program in music education.

MUE635 Curriculum Projects Mued
Hours 1-3
The design, proposal, implementation, evaluation, and reporting of a curriculum project or an improved instructional procedure in music. Independent study.

MUE641 Adv Research Music Educ
Hours 3
The design, implementation and reporting of research studies that illustrate a variety of methodological and statistical plans for research in music education.
Prerequisite(s): MUE 540

MUE690 Advanced Seminar Music Educati
Hours 1-3
No description available

MUE698 Non-Dissertatn Research
Hours 1-3
No description available

MUE699 Dissertation Research
Hours 1-12
No description available

Faculty
Department Head and Associate Professor
Marvin E. Latimer

Professor
Carl Hancock

Associate Professor
Kenneth M. McGuire

Instructor
Anne Witt

Department of Special Education and Multiple Abilities (SPE, MAP)

• Majors
  • Special Education, MA (p. 381)
  • Special Education, EdS (p. 381)
  • Special Education, EdD (p. 380)
  • Special Education, PhD (p. 381)

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SPE500 Intro Exc Childr/Youth
Hours 3
Introduction to programs and problems of children and youth who deviate from the norm in physical, mental, emotional, and social characteristics.

SPE501 Diagnosis and Assessment of Exceptional Children and Youth
Hours 3
Comprehensive study of diagnosis and assessment, emphasizing concepts of tests and measurements, formal and informal assessment, test administration, and use of diagnostic results in educational intervention.

SPE502 Adv Behav Mgt Spec Educt
Hours 3
Concepts and principles of behavior change and management; practical experience in developing plans to prevent and remedy behavior problems. Research project required.

SPE503 Masters Seminar In Spe
Hours 3
Critique of research and research problems in current special education issues.

SPE505 Professionalism
Hours 2
No description available

SPE506 Working W/Families
Hours 3
Examination of the effects of an exceptional child on the family, and the various approaches to intervention with the family.

SPE509 The Learner
Hours 2
No description available

SPE514 Teach Consult Model Spe
Hours 3
Introduction to various direct and indirect service delivery models for students with mild disabilities; consultant techniques demonstrated.

SPE516 Communication & Collaboration
Hours 1
No description available

SPE517 Facilitating Learning
Hours 1
No description available

SPE518 Field Experience
Hours 6
No description available

SPE527 Professionalism
Hours 2
No description available
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE528</td>
<td>The Learner</td>
<td>2</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE530</td>
<td>Communication &amp; Collaboration</td>
<td>2</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE534</td>
<td>Facilitating Learning</td>
<td>2</td>
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</tr>
<tr>
<td>SPE535</td>
<td>Field Experience</td>
<td>3</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE538</td>
<td>Research Seminar</td>
<td>1</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE550</td>
<td>Professionalism</td>
<td>2</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE554</td>
<td>The Learner</td>
<td>2</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE556</td>
<td>Communication &amp; Collaboration</td>
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<td>SPE557</td>
<td>Facilitating Learning</td>
<td>2</td>
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<td>SPE558</td>
<td>Field Experience</td>
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</tr>
<tr>
<td>SPE560</td>
<td>Research Seminar</td>
<td>1</td>
<td>No description available</td>
</tr>
<tr>
<td>SPE571</td>
<td>Educ Yng Child W/Disablt</td>
<td>3</td>
<td>An introductory course to the field of early childhood special education, including rationale, legal issues, and characteristics of children from birth through kindergarten.</td>
</tr>
<tr>
<td>SPE575</td>
<td>Practicum in Early Childhood Special Education (0-8 years)</td>
<td>0-6</td>
<td>Involves a demonstration of teaching expertise of candidate with students identified with severe/profound and/or multiple disabilities in special and general education classrooms.</td>
</tr>
<tr>
<td>SPE576</td>
<td>Assessment Young Childrn</td>
<td>3</td>
<td>Selection, administration, and interpretation of assessments of young children (birth through kindergarten).</td>
</tr>
<tr>
<td>SPE578</td>
<td>Meth Tch Yng Child W/Dis</td>
<td>3</td>
<td>Use of curricula, materials, and management techniques for young children (birth through kindergarten) with disabilities.</td>
</tr>
<tr>
<td>SPE581</td>
<td>Psy Gift Tal Child Yth</td>
<td>3</td>
<td>Examination of the nature of youth with high potential in multiple areas. Contemporary theory, research, and the relationship between definition/identification and educational planning are considered.</td>
</tr>
<tr>
<td>SPE582</td>
<td>Teach Gifted And Taltd</td>
<td>3</td>
<td>Use and evaluation of teaching-learning methods for education of the gifted and talented, including consideration of roles, expectations for learning, and organizational procedures.</td>
</tr>
<tr>
<td>SPE583</td>
<td>Creative Prob Solving</td>
<td>3</td>
<td>A guided sequence of exercises and experiences leading to increased personal creative behavior, with emphasis on methods for nurturing creative talent in students of all ages.</td>
</tr>
<tr>
<td>SPE584</td>
<td>Spec Populatn Gift Educ</td>
<td>3</td>
<td>Examination of a variety of administrative designs, curriculum options, instructional models, and strategies to meet the unique cognitive and affective needs/abilities of special populations of gifted students.</td>
</tr>
<tr>
<td>SPE585</td>
<td>Teaching Thinking Skills</td>
<td>3</td>
<td>Survey of existing thinking-skills programs and techniques for creating new programs for thinking. Emphasis is on integrating thinking skills into gifted education and regular education.</td>
</tr>
</tbody>
</table>
SPE586 Socl Emotl Compnts Talent Dev
Hours 3
This course will explore current research, psychological theory and practical counseling techniques relevant to the social and emotional components of giftedness. Some topics include perfectionism, gender issues, underachievement, and special populations.

SPE587 Indiv Needs Talents Classroom
Hours 3
This course will outline instructional and managerial techniques that can be used in the grade level or heterogeneous classroom to address the individual learning needs, strengths, styles, and preferences of all students.

SPE589 Internship Gift/Talent
Hours 3-9
Intensive, supervised teaching experience in programs for gifted and talented.

SPE590 Intro Mild Disabilities
Hours 3
An intensive study of the background and current perspective on mild disabilities. Emphasis on developing professional knowledge base.

SPE591 Adv Academc Methods Elem
Hours 3
Designed to develop skills in the use of curriculum, materials, and strategies for students with disabilities at the elementary school level.

SPE592 Adv Academc Methods Sec
Hours 3
Designed to develop skills in the use of curriculum, materials, and strategies for students with disabilities at the secondary level.

SPE593 Intro Severe/Profound Disabili
Hours 3
An intensive study of the background and current perspective on severe disabilities. Emphasis is on developing professional knowledge.

SPE594 Methods Severe Disability
Hours 3
Emphasizes educational programming, subject matter, professional responsibilities of teachers and related service personnel, curriculum development, communication, and physical management and handling procedures of individuals with severe disabilities.

SPE595 Practicum in Severe Disabilities Education (K-12 grades)
Hours 0-6
Involves a demonstration of teaching expertise of candidate with students identified with severe/profound and/or multiple disabilities in special and general education classrooms.

SPE596 Practicum in Collaborative (K-6 or 6-12 grades)
Hours 0-6
Involves a demonstration of teaching expertise of candidate with students identified with severe/profound and/or multiple disabilities in special and general education classrooms.

SPE597 Transition In Special Ed
Hours 3
Focuses on the strategies, methods, curriculum, and measurement for facilitating an effective transition from school to adulthood of adolescents with disabilities.

SPE598 Internship In Special Ed
Hours 3-9
Intensive, supervised teaching experience in a special education program.

SPE600 Doctoral Seminar Spe
Hours 3
Required for all first-year doctoral students; diagnostic in function. Activities include examination of career goals and assessment of skills in written and oral presentations. Offered fall semester.

SPE601 Sem Col Teachg In Spe
Hours 3
Course structure, lecturing and other delivery techniques, student evaluation, and practicum supervision are included among topics that are reviewed to develop skills in college training. Offered fall semester.

SPE602 Seminar Research Spe
Hours 3
Focuses on the unique aspects of the exceptional population in relationship to typical statistical and research design procedures. Offered spring semester.

SPE606 Topical Seminar In Spe
Hours 3-6
May be repeated for credit. Selected topics, review and critique of current literature, research problems, and methodology.

SPE609 Practicum In Spe
Hours 3-6
Designed for advanced graduate students. Students practice effective supervision skills or college teaching skills under the direction of the course instructor.

SPE611 Ind Study In Spe
Hours 1-6
Intensive investigation of a specific aspect of special education, by one student under the supervision of a faculty member in the student’s area of concentration.

SPE613 Consult Proc Spe Progs
Hours 3
Training in human-relations techniques and administrative strategies designed to facilitate communication and interaction with individuals and groups in special education programming.
SPE614 Assmt Tch Lrn In Spe
Hours 3
Strategies for curricular designs, teaching methods, and program models using informal and observational techniques to assess teaching effectiveness and learner outcomes (academic and behavioral) in special education programs.

SPE616 Advanced Professional Development
Hours 3
Theories and types of training and development programs will be reviewed and analyzed, needs assessments will be explored and conducted, and professional development sessions will be developed, facilitated, and evaluated.

SPE617 Special Education Leadership, Policy and Law
Hours 3
This course is designed to instruct the ethical, legal, and leadership principals that govern the field of special education. It includes emphasis on preparing for administrative positions in special education programs in local education agencies.

SPE621 Issues in Special Education: Early Childhood
Hours 3
Discussion of current research and investigation of major issues in the education of young students with disabilities, focusing on best practices, assessment and learning, programming, evaluation, community involvement, and facilitation.

SPE622 Advanced Curriculum Workshop: Early Childhood Special Education
Hours 3
This course assists leaders in early childhood special education in applying studies in basic disciplines to the development and implementation of appropriate curriculum for young students with disabilities. It includes emphasis on application of diverse teaching models and the use of a variety of program alternatives and skills in designing, managing, and evaluating program alternatives.

SPE623 Issues in Collaborative Education
Hours 3
Discussion of current research and investigation of major issues in the education of students with disabilities, focusing on best practices, assessment and learning, programming, evaluation, community involvement, and facilitation.

SPE624 Advanced Curriculum Workshop in Special Education: Collaborative
Hours 3
This course assists leaders in collaborative education in basic disciplines to the development and implementation of appropriate curriculum for students with disabilities. It includes emphasis on application of diverse teaching models and the use of a variety of program alternatives and skills in designing, managing, and evaluating program alternatives.

SPE681 Issues In Gifted Educ
Hours 3
No description available

SPE682 Adv Curr Workshop Gift Educatio
Hours 3-6
No description available

SPE699 Dissertation Research
Hours 1-12
No description available

Faculty
Department Head and Professor
Robin McWilliam

Professors
Carol A. Donovan
Kristine Jolivette
N. Kagendo Mutua

Associate professors
Sara McDaniel
Jane Lumpkin Newman
Sandra Cooley Nichols
Nicole Cain Swoszowski

Assistant professors
Sunyoung Kim
Ragan McLeod

Clinical professor
Kathy Shaver Wetzel

Clinical assistant professors
John Myrick
Ashley Perry

Clinical instructors
Lisa Burgess
Cathy Gilliam
Sharron Maughn

Special Education, Ed.D.
The doctor of education (EdD) degree program is offered to provide competencies in professional development, administration and leadership. In preparing for any of these three professional activities, EdD students usually specialize in one of the fields within special education; they are also expected, however, to acquire broad-based information across the spectrum of exceptional children and youth.

Prerequisites for admission to doctoral work in special education are an earned MA degree in special education (or a related area) and three years of appropriate experience, defined as three years of work in agencies serving children and youth, one year of which must have been spent in direct, full-time interaction with exceptional children. Graduate faculty members individually evaluate and collectively discuss admission applications.
Special Education, Ed.S.

Special education graduate programs are designed to help establish, maintain and improve educational services to exceptional children by providing exemplary personnel resources. Courses of study leading to the educational specialist (EdS) degree and Class AA professional educator certification in the education of exceptional children are offered.

Traditional Class AA programs are available in
- collaborative education
- early childhood special education
- gifted and talented

Admission

In addition to meeting the Graduate School's admission requirements, a student interested in the EdS program must have earned a master's degree with appropriate prerequisite Class A certification.

In addition to meeting admission requirements for the Graduate School and the College of Education, students interested in the special education programs should also be aware of the admission requirements established by the Alabama Department of Education.

Certification

The Alabama State Board of Education grants Class AA professional educator certification in special education (collaborative, early childhood special education, or gifted). To be eligible, students must hold appropriate Class A certification and must complete all requirements for the EdS degree in the chosen program as described in this catalog, including a comprehensive exam and the Praxis subject assessment(s) (if applicable).

Special Education, M.A.

Special education graduate programs are designed to help establish, maintain and improve educational services to exceptional children by providing exemplary personnel resources. Courses of study leading to the master of arts (MA) degree and Class A professional educator certification in the education of exceptional children are offered.

Traditional Class A programs are available in
- collaborative education
- early childhood special education
- gifted and talented
- severe disabilities (Class A only)

Alternative Class A programs are available in
- collaborative education
- early childhood special education with dual certification in early childhood
- gifted and talented

Admission

In addition to meeting admission requirements for the Graduate School and the College of Education, students interested in the special education programs should also be aware of the admission requirements established by the Alabama Department of Education.

Traditional Class A Programs

For admission to traditional Class A programs of study in collaborative education, early childhood special education, or gifted and talented education, the appropriate prior certification must be held in a teaching field.

To enter the Class A program of study in severe disabilities, the appropriate prior certification must be held in early childhood special education or collaborative education.

Alternative Class A (Master's-Level), Nontraditional, Initial Teacher Certification Program

The Special Education Program offers teacher education programs that do not require prior certification in a teaching field. These programs lead to Alabama Alternative Class A certification in special education (collaborative teacher, K–6; collaborative teacher, 6–12; early childhood special education, P-3; gifted, P-12) and are designed to allow individuals with undergraduate degrees in nonteaching fields to enter the field of education.

Admission to a nontraditional, alternative certification program in special education requires full admission to the Graduate School and the completion of specified undergraduate prerequisite courses.

For admission to the Alternative Class A (non-traditional) program in collaborative education, early childhood special education, or gifted and talented education, applicants must meet the following requirements:
- An appropriate bachelor's degree from a regionally accredited institution with a minimum overall GPA of 2.75 OR a master's degree with a GPA of at least 3.0 is required.
- A transcript evaluation is required. Applicants should contact the Office of Student Services & Certification for a transcript evaluation to determine prerequisite courses.
- Applicants must meet current basic skills requirements of the Alabama Educator Certification Assessment Program (AECAP). Effective September 1, 2017, passing scores on the Praxis Core Academic Skills for Educators Tests of mathematics, reading and writing are required (or passing scores on all components of the previously accepted Basic Skills assessment before 9/1/17). Information about the Praxis Core Tests is available online at https://www.ets.org/praxis/al/al_teacher_ed or in the Office of Student Services & Certification (104 Carmichael Hall).
- Fingerprinting/background clearance is required.

Certification

The Alabama State Board of Education grants Class AA professional educator certification in special education (collaborative, K-6; collaborative, 6–12; early childhood special education, P-3; gifted, P-12; or severe disabilities). To be eligible, candidates must hold appropriate prerequisite certification OR complete an Alternative Class A program and must complete all requirements for the MA degree in the chosen program as described in this catalog, including a comprehensive exam, state assessments (if applicable), and the Praxis subject assessment(s).

Special Education, Ph.D.

The doctor of philosophy (PhD) program is designed to prepare scholars for roles as university professors or researchers.

Prerequisites for admission to doctoral work in special education are an earned MA degree in special education (or a related area) and three years of appropriate experience, defined as three years of work in agencies serving children and youth, one year of which must have been spent in direct, full-time interaction with exceptional children. Graduate faculty
members individually evaluate and collectively discuss admission applications.

**College of Engineering**

Department of Aerospace Engineering and Mechanics (AEM) (p. 384)
Department of Chemical and Biological Engineering (CHBE) (p. 398)
Department of Civil, Construction and Environmental Engineering (CCEE) (p. 407)
Department of Computer Science (CS) (p. 422)
Department of Electrical and Computer Engineering (ECE) (p. 434)
Department of Mechanical Engineering (ME) (p. 444)
Department of Metallurgical and Materials Engineering (MTE) (p. 454)

**Graduate Degrees**

The College of Engineering offers the following graduate degrees:

- Master of Science in aerospace engineering, chemical engineering, civil engineering, computer science, electrical engineering, engineering (environmental engineering), engineering science and mechanics, mechanical engineering and metallurgical engineering
- Doctor of Philosophy in the fields of aerospace engineering and mechanics, chemical engineering, civil engineering, computer science, electrical engineering, mechanical engineering and materials/metallurgical engineering (the PhD in materials/metallurgical engineering is offered jointly with The University of Alabama at Birmingham)

**Joint interdisciplinary PhD program in materials science**

A PhD degree in the field of materials science is also offered, in collaboration with The University of Alabama at Birmingham and The University of Alabama in Huntsville. Full details of the program and its admission requirements may be found in the Interdisciplinary Programs (p. 23) section of the Graduate School Catalog.

Requirements for the Graduate School (Admission Criteria (p. 5) and Degree Requirements (p. 14)) and the College of Engineering (General Admission (p. 5), MS Degree (p. 14) and PhD Degree (p. 17)) are detailed in sections of this catalog. Additional requirements are outlined in the individual department descriptions in this catalog.

**Master of Science Degrees**

Master of science degrees with appropriate designations are conferred on those students who satisfy the requirements of:

- a. the programs or departments in which they are enrolled,
- b. the College of Engineering, and
- c. the Graduate School as outlined earlier in the Degree Requirements (p. 14) section of this catalog.

Any requirements established by the individual departments are outlined in the departmental information that follows.

**Master of Science Degree Requirements**

Minimum requirements for the master's degree in all programs are 24 semester hours of acceptable coursework under Plan I (plus 6 thesis hours) or 30 hours under Plan II. Specific course requirements (in addition to those established by the Graduate School) are as follows:

- The greater of 12 hours or 25% of the required course work for a master's degree may be transferred, subject to the approval of the appropriate faculty and final approval by the Graduate School.

Average grade must be at least "B". The Request for Transfer of Graduate Credit is available at the website of the Graduate School.

- Engineering courses numbered 400 to 499 (offered primarily for senior undergraduates) may be taken by master’s students (not doctoral) for graduate credit with prior approval of the student’s supervisory committee and prior approval of the Graduate School.
- Master’s students will pursue the Plan I (thesis) option. The Plan II (non-thesis) option may be pursued only with approval of the faculty of the department. Students wishing to pursue the Plan II option must formally petition the department faculty to be considered for approval and must present substantial reasons for seeking the variance.
• No more than 6 hours at the 400-level may be applied to this program, and as noted on the Approval of 400-Level Course for Master’s Credit form, approval must be obtained from the department and Graduate School before a 400-level course is taken for master’s credit.
• One course in air pollution and one course in water pollution are required.

Doctor of Philosophy Degree
Doctor of Philosophy students in each College of Engineering department with a PhD program must meet minimum course requirements and all other requirements described in the Doctoral Degrees (p. 17) and Degree Requirements (p. 14) section of this catalog.

Plan of Study
Requirements for the Graduate School, include but are not limited to, submission of a completed PhD Plan of Study (available on the Graduate School website) to the Graduate School. Early in the graduate program, students must meet with their program advisor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. All doctoral students must have a completed PhD Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registration.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Admission to Candidacy
A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination. See the online Graduate Catalog (Sec. 4.11.3) for details on Plan of Study, Admission to Candidacy, and all other degree requirements.

400-level Credit
Under no circumstances will graduate credit be given for courses numbered below 400. Only the 400-level credit (6 hours maximum) that was accepted for a master’s program may be accepted for a doctoral degree program.

Research Skill/Language Requirements
Each college or department offering the PhD degree may set its own requirements for the language/research skill. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School Degree Requirements (p. 14) section of this catalog.

For additional information about all requirements for the PhD degree, see Admission Criteria (p. 5) and Degree Requirements (p. 14) in earlier sections of this catalog. Students need to review requirements outlined in individual department descriptions in this catalog and visit the College of Engineering website.

Cooperative Education Program
Graduate students in the College of Engineering may choose to pursue their studies under a cooperative plan of education. The program is necessarily flexible, so that the study-work experience schedule will meet the needs of individual students. The availability of the cooperative plan will be dependent on the employment being approved by the student’s graduate committee.

A student in the Cooperative Education Program should be able to complete all requirements for the MS degree in two years. The schedule for PhD candidates is arranged, in cooperation with the participating industry, to fit the needs of the individual student.

Admission Requirements
Applicants for graduate work in engineering must apply for admission to the Graduate School of the University. Regular admission to graduate study may be granted to applicants who

• have earned baccalaureate degrees from institutions with programs accredited by the Accreditation Board for Engineering and Technology (ABET) or, for applicants for computer science programs, programs accredited by ABET or the Computing Sciences Accreditation Board (CSAB)
• have overall grade point averages of at least 3.0 or higher grade point average (as in requirements listed above).

Other appropriate requirements may be established by the individual engineering departments.

Regular admission may also be granted to applicants who are not graduates of ABET- or CSAB-accredited programs and who have Graduate Record Examination general test scores of 1000 or higher, as specified by the department of interest. Each applicant should have the equivalent of a 3.0 or higher grade point average (as in requirements listed above). Other appropriate requirements may be established by the individual engineering departments.

International Admission
International applicants for engineering graduate programs must satisfy the above requirements and must also have TOEFL scores of at least 550 or IELTS score of at least 6.5. The student’s proposed plan of study shall include a schedule for removing any undergraduate course deficiencies.

Conditional Admission
Conditional admission may be granted to applicants who

• have earned baccalaureate degrees from institutions with programs accredited by the Accreditation Board for Engineering and Technology (ABET) or, for applicants for computer science programs, institutions accredited by ABET or the Computing Sciences Accreditation Board (CSAB).
• have overall grade point averages of at least 2.5 on a 4.0 scale.

Other appropriate requirements may be established by the individual engineering departments.

Conditional admission may be granted to applicants who are not graduates of ABET- or CSAB-accredited programs and who have Graduate Record Examination general test scores of 1000 or higher, as specified by the department of interest. Each applicant should have the equivalent of a 2.5 or higher grade point average (as in requirements listed above).
Other appropriate requirements may be established by the individual engineering departments.

A student admitted conditionally is required to maintain a "B" average for the first 12 semester hours of graduate coursework and to remove any conditions imposed for admission in order to continue graduate study.

Applicants with GPAs of less than 2.5 (out of a possible 4.0) may be considered for admission to the Graduate School only after demonstrating the ability to pursue advanced work successfully.

See the Admission Criteria section of this catalog for more information.

Advisement and Committees. After admission to graduate study by the dean of the Graduate School, the student will be referred to the head of the appropriate department for assignment to a temporary advisor. The chairman and other members of the graduate student’s supervisory committee are usually appointed during the first term of enrollment. The examining committee (the membership of which is normally the same as that of the supervisory committee) is appointed approximately one semester before the student expects to graduate.

**General Engineering Studies Courses**

Graduate courses are offered on a regular basis in some departments, as indicated in the course listings. However, all graduate courses are taught only upon sufficient demand. In the following course listing, each description contains a set of parentheses immediately preceding the semester hours. The first number within the parentheses indicates the number of contact hours per week in lecture, recitation, or seminar. The second number indicates the number of contact hours per week in laboratory.

The College of Engineering requires that a grade of "C" or better be earned in all prerequisite courses.

Additional information is in the Admission Criteria (p. 5) section and the Degree Requirements (p. 14) section of this catalog.

GES courses are interdisciplinary and may be taken to meet individual program requirements.

**GES500 Engineering Statistics**

Hours 3

Probability and basic statistical concepts. Discrete and continuous distributions; the central limit theorem; sampling distributions; point and interval estimation; hypothesis testing; regression and correlation analysis; analysis of variance.

**GES501 Operations Research**

Hours 3

Model construction, linear programming, network models, dynamic models, stochastic models, queueing theory, and decision theory.

**GES551 Matrix And Vector Analysis**

Hours 3

This course provides a graduate level overview of linear algebra and vector analysis. Topics covered include: linear simultaneous equations, eigenvalues and eigenvectors, matrix functions, computer techniques, and transformations, vector calculus, the Laplacian, and integral theorems such as the theorems of Green and Stokes.

**GES54 Partial Diff Equations**

Hours 3

This course examines the solution of partial differential equations by focusing on three specific equations: (1) the heat equation, (2) the wave equation, and (3) Laplace’s equation. Topics covered include: Fourier transforms, Sturm-Liouville problems, classification of partial differential equations, Bessel functions, and numerical methods for solving partial differential equations.

**GES555 Nonlinear Partial Differential Equations**

Hours 3

An introduction to nonlinear partial differential equations. Exact solutions, approximate solutions, and numerical solutions will all be considered. The course content is supported by numerous applications.

**Prerequisite(s): GES 554**

**GES55 Genetic Algorithms**

Hours 3

Theory and application of genetic algorithms. Computer implementation and current applications in parameter and combinatorial optimization and optimal control genetics-based machine learning systems. Focus on both fundamental theory and modern applications.

**Department of Aerospace Engineering and Mechanics (AEM)**

Graduate students can specialize in the following aerospace or mechanics areas:

- Aerodynamics
- Fluid Mechanics
- Aerospace Structures
- Solid Mechanics
- Aircraft Flight Dynamics and Controls
- Dynamics
- Space Systems and Propulsion

Assistantships (teaching and research) are offered by the department and individual faculty to highly-qualified applicants with preference towards those pursuing a PhD. Most assistantships start in the fall and last one academic year with consideration for renewal. An assistantship provides a competitive stipend, full tuition and health benefits. No additional application is necessary. Contacting faculty with similar research interests is encouraged.

For more information about aerospace engineering and mechanics graduate programs, contact Dr. James P. Hubne (phubner@eng.ua.edu).

- Majors
  - Aerospace Engineering and Mechanics (MS) (p. 389)
  - Aerospace Engineering and Mechanics (Ph.D.) (p. 392)

[object Object]

Master's students may, with permission of the department and prior approval by the Graduate School, receive credit for six (6) hours of 400-level credit. No 400-level courses can be approved for application to a PhD degree, other than the maximum of six (6) hours already completed as part of a master's degree. A master's student may, with approval of a petition, meet prerequisites with a combination of related coursework and experience.
AEM500 Intermediate Fluid Mechanics  
Hours 3  
Development and use of the integral and differential forms of the equations of continuity, momentum, and energy with ideal fluids and compressible fluids. Advanced topics in fluid mechanics, including potential flow, boundary layer flow, compressible flow, and open channel flow.

AEM508 Propulsion Systems  
Hours 3  
Basic propulsion dynamics, thermodynamics of fluid flow, combustion kinetics, air-breathing engines, rockets, design criteria, performance, and advanced propulsion systems.

AEM513 Compressible Flow  
Hours 3  
Fundamentals of high-speed aerodynamics theory discussed. Topics covered include: normal and oblique shock waves, heat addition and friction effects in one-dimensional flow, expansion waves in two-dimensional flow, quasi 1-D nozzle flow, unsteady compressible flow calculations using method of characteristics, shock tube relations.

AEM514 Experimental Aerodynamics  
Hours 3  
The course provides a laboratory counterpart to concepts discussed in aerodynamics and fluid mechanics. Course topics include statistical and uncertainty analysis techniques, design of experiments, computer-based data-acquisition, sensors for fluid mechanic measurements, and aerodynamic measurement techniques and facilities.

AEM515 Micro-Aerial Vehicles (MAVs)  
Hours 3  
This course surveys topics related to micro air vehicles (MAVs). These are small, flying vehicles generally classified by a maximum length of 15 cm. It is intended to be interdisciplinary in nature, involving seniors and first-year graduate students from different engineering academic departments.

AEM516 Helicopter Theory  
Hours 3  
Critical examination of the propulsive airscrew, including induced velocity relations, flow patterns, and similarity. Practical applications approached through existing theory and practice.

AEM520 Computational Fluid Dynamics  
Hours 3  
Introduction to basic mathematical concepts and engineering problems associated with numerical modeling of fluid systems. Application of the state of the art numerical models to engineering problems. Fundamentals of Finite Difference and Finite Volume Methods and their applications in fluid dynamics and heat transfer problems will be covered.

AEM528 Space Propulsion  
Hours 3  
Students are introduced to different types of space propulsion systems in this class. Different rockets, such as: monopropellant, bi-propellant, solid, liquid, nuclear and electric rockets are discussed in detail. Working principles of these rockets, their intended use and their design are discussed. Power limited and energy limited rocket working principles are given. Several rocket design projects are assigned throughout the class.
AEM562 Intermediate Dynamics
Hours 3
Dynamics of systems in moving coordinate frames; Lagrangian formulation and Hamilton's principle; stability and perturbation concepts for rigid body motion; motion of systems of rigid bodies in three dimensions.

AEM569 Orbital Mechanics
Hours 3
Introduction to engineering application of celestial mechanics; high-speed, high-altitude aerodynamics; and other fields related to the contemporary problems of space vehicles. Fundamentals of applied dynamics, nomenclature of space flight, space environment and solar system, and two-body orbits. Kepler's laws, coordinate transformations, and related studies.

AEM570 Mechanical Vibrations
Hours 3
Free and forced vibrations, both undamped and damped. Systems with many degrees of freedom are formulated and analyzed by matrix methods. Experimental techniques of vibration measurement are introduced.

AEM574 Structural Dynamics
Hours 3
Theoretical foundations of structural dynamics and application of methods to modeling, analysis, and design.

AEM575 Fundamentals of Aeroelasticity
Hours 3
Aeroelasticity deals with interactions between aerodynamic loads and elastic static and/or dynamic deformations, as well as the influence of the interactions on aircraft performance. The performance of interest may include stability of structures immersed in an airflow (e.g., divergence, buffetting, and flutter), rejection of external disturbances (e.g., gust alleviation), and controllability of flight vehicle trajectory (attitude or motion). Structural mass and stiffness are often tailored to change the aerodynamic load distributions on lifting surfaces. Aeroelasticity is not just fluid mechanics or solid mechanics. Its major emphasis is the fluid-structure interaction. This course focuses on understanding the phenomenology of aerodynamic and structural interactions, instead of the complicated modeling processes. The material is relatively self-contained as we will introduce concepts such as mass and stiffness matrices, shear centers, aerodynamic coefficients, and aerodynamic centers, and then build on these concepts. The students will have access to some simple models, which may become complicated when the fluid-structure interaction is considered. With the study in the class, the students will be able to analyze fundamental aeroelastic phenomena and solve the problem by using a numerical tool. Students should learn the concept of aeroelastic tailoring and structural designs with aeroelastic constraints.
Prerequisite(s): AEM 574 or instructor’s permission

AEM577 Advanced Linear Control
Hours 3
Modern techniques for the analysis and design of linear control systems. Matrix formulation; multivariable control systems; state-variable concepts; discrete-time systems; optimization; and statistical design methods.

AEM581 Complex Engineering Systems
Hours 3
Introduction to the concepts and techniques associated with the analysis of complex systems, dynamic systems, chaos, lumped parameter modeling, feedback, networks, thermal/electrical circuit analogies, entropy.

AEM582 Space Systems
Hours 3
Concepts in systems engineering of space systems: systems engineering, space systems, satellites, space transportation systems, space environment, attitude determination and control, telecommunications, space structures, rocket propulsion, and spacecraft systems.

AEM584 Space Environment
Hours 3
This course provides an introduction to the effects of the space environment on spacecraft. The harsh space environment introduces several unique challenges to the spacecraft designer. Focus on the impact of this environment and how best to mitigate these effects through early design choices will give the satellite designer better tools. Topics include: geomagnetic field, gravitational field of the Earth, Earth's magnetosphere, vacuum, solar UV, atmospheric drag, atomic oxygen, free and trapped radiation particles, plasma, spacecraft charging, micrometeoroids.

AEM588 Advanced Space Propulsion and Power
Hours 3
This course will explore concepts, theory, and performance of electrical, nuclear, and exotic space propulsion systems for use in space. This exploration will include fundamental physical processes exploited by these propulsion schemes. The course will also include concept, theory and performance of power generation methods in space. Systems studied will include low and high power systems intended for short term or long term applications. Thermal, solar and nuclear devices and the energy conversion means for converting energy from these sources into useful electrical power will be studied.
Prerequisite(s): AEM 408 or AEM 508 or equivalent or with permission of instructor.

AEM591 Special Problems
Hours 1-6
Independent investigations of special problems. Credit is based on the amount of work undertaken.

AEM592 Special Problems
Hours 1-6
Independent investigations of special problems. Credit is based on the amount of work undertaken.

AEM594 Special Projects
Hours 2-6
Planning, executing, and presenting results of individual project involving a research design, analysis, or similar undertaking.

AEM598 Non-Thesis Research
Hours 1-3
Research not related to thesis.
**AEM599 Thesis Research**  
Hours 1-12  
Research related to thesis.

**AEM606 Physical Gas Dynamics**  
Hours 3  
Introduction to the behavior of gases. Gases are treated as interacting particles and the collective behavior is studied as an ensemble of semi-random events. The evolution of gas properties from the molecular viewpoint to the continuum viewpoint will be examined. Applications of interest include chemical reactions important to hypersonic aircraft, scramjet engines, current and future high pressure ratio gas turbine engines as well as rocket propulsion.

**AEM614 Airfoil And Wing Theory**  
Hours 3  
Compressible and incompressible airfoil and wing theory.

**AEM616 Rotorcraft Aeromechanics**  
Hours 3  
This course presents the fundamentals of rotorcraft aeromechanics, which study equilibrium, motion, and control of elastic rotorcraft under aerodynamic loading. Topics included: blade motion, unsteady rotor aerodynamics, rotor wakes, dynamic stall, noise, and stability and control.  
Prerequisite(s): AEM 516

**AEM617 Aircraft Systems**  
Hours 3  
This course presents a comprehensive approach to modern aircraft systems design topics.  
Prerequisite(s): BSAE or AEM 614 or consent of instructor

**AEM621 Viscous Flow**  
Hours 3  
Development of basic boundary layer equations and concepts. Classical incompressible solutions for laminar boundary layer, approximate solutions, and concepts of turbulence.

**AEM622 Turbulent Flows**  
Hours 3  
Introduction to the physics and modeling of turbulent flows. This course will cover the governing equations of multi-species viscous laminar flows, origin and characteristics of turbulence, mathematical methods for obtaining the governing equations of turbulent flows, various modeling techniques for resolving closure problems associated with the governing equations of turbulent flows.

**AEM624 Hypersonic Flow**  
Hours 3  
This course develops, analyzes and discusses the application of hypersonic flow theory. Topics include: Hypersonic Shock/expansion wave relations, approximate methods to calculate lift and drag on hypersonic vehicles, boundary layer equations for hypersonic flow, and hypersonic viscous interactions.

**AEM625 Advanced Computational Fluid Dynamics**  
Hours 3  
Finite volume methods for numerical analysis of transport problems including fluid dynamics and heat transfer in complex curvilinear boundary fitted domain will be developed and applied.  
Prerequisite(s): AEM 420 or AEM 520

**AEM626 Unsteady Flow**  
Hours 3  
This course develops, analyzes and discusses unsteady potential flow theory and the calculation of steady and unsteady aerodynamic loads and response on airfoils, wings and bodies as well as corresponding topics of current interest.  
Prerequisite(s): BSAE or AEM 500 or instructor’s consent

**AEM630 Flow Control**  
Hours 3  
Passive, active and reactive flow management strategies to achieve transition delay/advance, separation control, mixing augmentation, drag reduction, lift enhancement, and noise suppression. Unified framework for flow control.  
Prerequisite(s): AEM 500 or AEM 621 or equivalent

**AEM635 Finite Element Methods**  
Hours 3  
Finite-element formulations in the areas of solid mechanics, fluid mechanics, and heat conduction; isoparametric elements; assembly process; solution of stiffness equations; and convergence of results.

**AEM637 Theory Of Elasticity**  
Hours 3  
Equations of linear elasticity, principal stresses and strains, stress and displacement potentials, energy principles, and numerical methods. Boundary value problems of elasticity.

**AEM638 Introduction to Experimental Mechanics**  
Hours 3  

**AEM644 Engineering Fracture Mechanics**  
Hours 3  
Linear elastic and elastic-plastic fracture mechanics. Fracture analysis using Griffith’s criterion, stress intensity factors, CTOD methods, and the J-Integral.  
Prerequisite(s): GES 554

**AEM648 Theory Of Plasticity**  
Hours 3  
Fundamentals of inelastic behavior of solids. Basic stress-strain relations for plastic action, yield criteria of metals, plastic instability, and slip-line field theory. Applications to axial, flexural, torsional, and cylindrically symmetric loads.  
Prerequisite(s): AEM 637
AEM649 Fatigue Analysis
Hours 3
Presentation of the strain life and fracture mechanics approaches to fatigue analysis. Review of damage parameters, mean stress effects, and cycle counting methods for uniaxial and multiaxial loading.

AEM655 Advanced Composite Materials
Hours 3
Advanced topics in composite materials, including theories of linear orthotropic elasticity, micro-mechanics of composites, nano-composites, and sandwich structures.

AEM662 Multibody Dynamics
Hours 3
This course presents the fundamentals of multibody dynamics: kinematics and dynamics of multibody systems, analytical dynamics, constrained dynamical systems, and flexible multibody dynamics.
Prerequisite(s): AEM 562

AEM668 Advanced Dynamics Of Flight
Hours 3
Analysis of the rigid body dynamic motions of an aircraft; response of an airplane to actuation of controls; introduction to automatic control and stability; introduction to vehicle simulation by digital computer.

AEM685 Engineering Optimization
Hours 3
This graduate course introduces the techniques of design optimization of engineering systems. Topics include: Basic principles of optimization theory, parameter optimization problems, linear and nonlinear programming. Unconstrained and constrained problems treated by simplex, penalty function, generalized reduced gradient methods, global optimization techniques, and surrogate modeling.
Prerequisite(s): GES 551

AEM691 Special Problems
Hours 1-3
Independent investigations of special problems. Credit is based on the amount of work undertaken.

AEM694 Special Project
Hours 2-6
Planning, executing, and presenting results of an individual project involving a research design, analysis, or similar undertaking.

AEM698 Non-Dissertation Research
Hours 1-3
Research not related to dissertation.

AEM699 Dissertation Research
Hours 1-12
Research related to dissertation.

Faculty
Executive Vice President and Provost
Whitaker, Kevin

Dean, College of Engineering
Karr, Charles L.

Department Head
Baker, John

James R. Cudworth Chair
Gogineni, Prasad

William D. Jordan Chair
Roy, Samit

Undergraduate Programs Coordinator
Olcmen, Semih

Graduate Programs Coordinator
Hubner, James Paul

Mechanics Programs Coordinator
Barkey, Mark E.

Professors
Baker, John
Barkey, Mark E.
Gogineni, Prasad
Roy, Samit

Associate Professors
Cheng, Gary
Haque, Anwarul
Hubner, James Paul
Lang, Amy W.
Olcmen, Semih
Sharif, Muhammad Ali Rob

Assistant Professors
Branam, Richard
Mulani, Sameer
O'Neil, Charles
Shen, Jinwei
Sood, Rohan
Su, Weihua
Unnikrishnan, Vinu
Wang, Xiaowen "Sean"

Instructor
Beck, Sadie

Adjunct Faculty
Allison, Paul
Jordan, Brian
MacPhee, David
Marley, Brent

Professors Emeriti
Gambrell, Samuel, Jr.
Jackson, John E., Jr.
Jones, Stanley E.

Associate Professor Emeritus
Freeman, Michael
Aerospace Engineering and Mechanics, MS

Admission Requirements

Admission requirements are outlined in the Admission Criteria section of this catalog. Specific admission information relating to the Department of Aerospace Engineering and Mechanics is listed on their departmental web page.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

A list of current degree requirements and additional information can be found on the Department of Aerospace Engineering and Mechanics website. The following departmental requirements are in addition to those specified by the Graduate School (Degree Requirements) and the College of Engineering (MS Degree and PhD Degree requirements) detailed in earlier sections of this catalog.

MS in Aerospace Engineering and Mechanics

The Department of Aerospace Engineering and Mechanics offers a Master of Science in aerospace engineering and mechanics degree via an on-campus program and an off-campus (distance learning) program through the College of Continuing Studies.

An MSAEM can be earned by coursework only or by a combination of coursework and an approved thesis. Most distance learning students elect to complete the coursework only degree option. On-campus students supported by assistantships are expected to complete an approved thesis.

- MSAEM – Thesis (Plan I) Option
- MSAEM – Non-Thesis (Plan II) Option

Thesis (Plan I) Option

Credit Hours

A total of 30 semester credit hours is required for a masters of science in aerospace engineering and mechanics degree. For the MSAEM Plan I option, these credit hours consist of:

<table>
<thead>
<tr>
<th>Coursework</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core coursework</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics coursework, including GES 554</td>
<td>6</td>
</tr>
<tr>
<td>Elective coursework</td>
<td>12</td>
</tr>
<tr>
<td>AEM 599 Thesis Research</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

Elective coursework must be approved by the student’s advisor. Of the 12 Elective coursework credit hours, at least 6 must have an AEM designation.

Core Course Requirements

All students must complete a minimum of one (1) class from the Aerospace Core listing of classes and one (1) class from the Mechanics Core listing of classes.

<table>
<thead>
<tr>
<th>Aerospace Core</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEM 569 Orbital Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>AEM 582 Space Systems</td>
<td>3</td>
</tr>
<tr>
<td>AEM 614 Airfoil And Wing Theory</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mechanics Core</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEM 668 Advanced Dynamics Of Flight</td>
<td>3</td>
</tr>
</tbody>
</table>

Mathematics Requirement

A total of six credit hours of mathematics is required. GES 554 Partial Diff Equations, which is three credit hours, is required and counts toward the six-credit hour mathematics requirement. The remaining three credit hours of mathematics coursework must be approved by the advisor.

Elective Coursework Requirement

A student must complete at least 12 hours of elective coursework. These courses are typically AEM courses, but other approved courses are acceptable. The specific courses must be approved by the student’s advisor.

Thesis Requirement

The student is required to submit a written thesis and defend in front of a thesis committee for approval by the committee and the graduate school.

Test Pilot School

Students who seek credit for Test Pilot School completed through the United States Air Force may send official transcripts from the TPS to the UA Graduate School for transfer credit. The student must receive a grade of at least a "B" in TPS for the credit to transfer. Additionally, the transfer of credit from TPS is subject to the restrictions placed on the transfer of credit by the Graduate School and the AEM Department. A maximum of six hours may be transferred. For additional information, view the transfer credit policy at the UA Graduate School website.

Non-Thesis (Plan II) Option

Credit Hours

A total of 30 semester credit hours is required for a Master of Science in aerospace engineering and mechanics degree. For the MSAEM Plan II option, these credit hours consist of:

<table>
<thead>
<tr>
<th>Coursework</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core coursework</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics coursework, including GES 554</td>
<td>6</td>
</tr>
<tr>
<td>Elective coursework</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>30</strong></td>
</tr>
</tbody>
</table>

Elective coursework must be approved by the student’s adviser. Of the 18 Elective coursework credit hours, at least 12 must have an AEM designation.

Core Course Requirements

All students must complete at least one class from the Aerospace Core listing of classes and one class from the Mechanics Core listing of classes.

<table>
<thead>
<tr>
<th>Aerospace Core</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEM 569 Orbital Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>AEM 582 Space Systems</td>
<td>3</td>
</tr>
<tr>
<td>AEM 614 Airfoil And Wing Theory</td>
<td>3</td>
</tr>
<tr>
<td>AEM 668 Advanced Dynamics Of Flight</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mechanics Core</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEM 500 Intermediate Fluid Mechanics</td>
<td>3</td>
</tr>
</tbody>
</table>
Mathematics Requirement
A total of six credit hours of mathematics is required. GES 554 Partial Diff Equations, which is three credit hours, is required and counts toward the six-credit hour mathematics requirement. The remaining three credit hours of mathematics coursework must be approved by the advisor.

Elective Coursework Requirement
A student must complete a least 18 hours of elective coursework. These courses are typically AEM courses, but other approved courses are acceptable. The specific courses must be approved by student’s advisor.

Comprehensive Examination or Culminating Experience
Students pursuing the MSAEM Plan II degree option have the choice of completing one of the following options to satisfy the requirement of a comprehensive examination or culminating experience:

- Pass the Ph.D. qualifying examination that serves as the comprehensive examination or
- Complete a culminating experience and receive faculty adviser approval for the written report detailing the culminating experience. MSAEM Plan II students may, but are not required to, enroll in AEM 594 Special Projects, three credit hours, complete the culminating experience, and submit the written report detailing the culminating experience as part of the AEM 594 course requirements.

The student must have completed at least 18 hours of coursework prior to submitting the written report for the culminating experience. The approved written report for the culminating experience must be submitted no later than the thesis deadline date during the semester in which the student intends to graduate. The comprehensive examination option may be attempted only twice.

Test Pilot School
Students that seek credit for Test Pilot School completed through the United States Air Force may send official transcripts from the TPS to the UA Graduate School for transfer credit. The student must receive a grade of at least a “B” in TPS for the credit to be transferable. Additionally, the transfer of credit from TPS is subject to the restrictions placed on the transfer of credit by the Graduate School and the AEM Department. A maximum of six hours can be transferred. For additional information, view the transfer credit policy at the UA Graduate School website.

Master’s Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field. In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer
All members of a thesis committee must be members of the Graduate School's Committee to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format
Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
• a course requiring interpretation and integration of information from
previous courses;
• a research paper, a "policy and practice" paper, or equivalent
experience;
• a public performance or exhibition along with a contextualizing paper;
and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2
above, then the examining committee for comprehensive examinations
must consist of at least three members of the graduate faculty from
that department and appointed by the dean of the Graduate School.
The examination must be given at least six weeks before the date of
graduation (two weeks before for Plan II) and reported promptly to the
dean of the Graduate School on appropriate forms. A final report, on the
Master’s/EdS Examination Form is on the Graduate School website.
The form should be submitted when all examinations are completed. A
student may take the final oral or written examination only twice. Failing
the examination twice results in dismissal from the degree program and
the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through
myBama no later than the registration period for the semester or the first
session of the summer term in which requirements for the degree are to
be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The
University of Alabama may be applied to the requirements for a second
master’s degree, but only if the department of the second master’s agrees
to the courses in the plan of study. Any hours from the previous master’s
degree must have been earned during the six years (18 fall, spring, and
summer semesters) immediately preceding the date on which the second
degree is to be awarded. ***Please note that if a student double counts
six hours between two master’s degrees, no hours may double count
toward any additional master’s degrees.

Aerospace Engineering and
Mechanics, Ph.D.

Admission Requirements
Admission requirements are outlined in the Admission Criteria section of
this catalog. Specific admission information relating to the Department
of Aerospace Engineering and Mechanics is listed on their departmental
web page.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
A list of current degree requirements and additional information can
be found on the Department of Aerospace Engineering and Mechanics
website. The following departmental requirements are in addition to
those specified by the Graduate School (degree requirements) and
the College of Engineering (MS Degree and PhD Degree requirements)
detailed in earlier sections of this catalog.

Doctor of Philosophy in Aerospace
Engineering and Mechanics

The Department of Aerospace Engineering and Mechanics offers a Doctor
of Philosophy degree on campus and through alternative residency
(distance learning). A research-based degree, students are required to
propose, complete and defend an approved dissertation on a research
topic that contributes to the field of aerospace engineering and/or
engineering science and mechanics.

Credit Hours
A total of 72 semester credit hours is required for a Ph.D. degree. These
credit hours consist of:

<table>
<thead>
<tr>
<th>Coursework</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core coursework</td>
<td>6</td>
</tr>
<tr>
<td>GES 554 Partial Diff Equations</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics coursework</td>
<td>6</td>
</tr>
<tr>
<td>Elective coursework</td>
<td>33</td>
</tr>
<tr>
<td>AEM 699 Dissertation Research</td>
<td>24</td>
</tr>
<tr>
<td>Total Hours</td>
<td>72</td>
</tr>
</tbody>
</table>

Elective coursework must be approved by the student’s advisor. Of the 48
credit hours, at least 24 must have an AEM designation.

Core Course Requirements
All students must complete a minimum of one (1) class from the
Aerospace Core listing of classes and one (1) class from the Mechanics
Core listing of classes.

Aerospace Core
- AEM 569 Orbital Mechanics
- AEM 582 Space Systems
- AEM 614 Airfoil And Wing Theory
- AEM 668 Advanced Dynamics Of Flight

Mechanics Core
- AEM 500 Intermediate Fluid Mechanics
- AEM 530 Continuum Mechanics
- AEM 562 Intermediate Dynamics
- AEM 637 Theory Of Elasticity

Mathematics Requirement
A total of nine credit hours of mathematics is required. GES 554 Partial
Diff Equations, three credit hours, is required and counts toward the nine-
credit-hour mathematics requirement. The remaining six credit hours of
mathematics coursework must be approved by the adviser.

Elective Coursework Requirement
A student must complete at least 33 hours of elective coursework. These
courses are typically AEM courses, but other approved courses are
acceptable. The specific courses must be approved by the student’s
adviser, in consultation with student’s graduate advisory committee.

Ph.D. Qualifying Examinations
Students in the PhD program are required to successfully complete the
qualifying examination based on the student’s core coursework. The
qualifying examination may only be taken twice. A student should pass
the qualifying examination within 18 months after completing 24 credit
hours of AEM coursework and at least twelve months prior to graduation.
The written examination is offered twice a year, usually in early October.
and early March. The Graduate Program Coordinator coordinates the PhD qualifying examinations.

**Test Pilot School**

Students who seek credit for Test Pilot School completed through the United States Air Force may send official transcripts from the TPS to the UA Graduate School for transfer credit. The student must receive a grade of at least a "B" in TPS for the credit to transfer. Additionally, the transfer of credit from TPS is subject to the restrictions placed on the transfer of credit by the Graduate School and the AEM Department. A maximum of six hours can be transferred. For additional information, view the transfer credit policy at the UA Graduate School website.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN).

The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.
Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service, before applying for transfer of credit awarded at another institution.
evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student:
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study.
approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the
A student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student's final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When the <em>completed</em> electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.
2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations:** August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.
Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Chemical and Biological Engineering (CHBE)

- Majors
  - Chemical Engineering (MS) (p. 399)
  - Chemical Engineering (Ph.D.) (p. 401)

CHE512 Polymer Materials Engineering
Hours 3
Introduction to the manufacture, processing, and applications of organic polymeric materials. This course covers the chemistry of polymer manufacture, the molecular structures of polymers, and the structure-property relationships for thermoplastic and thermosetting polymers.

CHE518 Tissue Engineering
Hours 3
Tissue engineering is an emerging dynamic, experimental science in which engineering and biological science principles are used to develop techniques for improving or restoring the structure and function of tissue.

CHE540 Health Safety Chem Process Ind
Hours 3
This course will introduce chemical engineering students to the health and safety regulations and the designs and procedures to meet them in the Chemical Process. Advanced topics will also be introduced, including current relevant topics, such as recent accidents and ways and means of preventing a reoccurrence, advanced models of spills, and advanced safety analysis.

CHE545 Introduction to Biochemical Engineering
Hours 3
Study of biological processes, application of chemical engineering skills to areas including enzyme kinetics, fermentation, cell growth, and metabolic processes.
Prerequisite(s): CH 231

CHE551 Adv Thermodynamics I
Hours 3
Application of thermodynamic principles to chemical and phase equilibria.

CHE552 Transport Phenomena
Hours 3
Development of the analogy between momentum, energy, and mass transport, with applications.

CHE553 Computation In Chem Engr
Hours 3
Chemical-engineering applications of advanced calculus, numerical methods, and digital computer techniques, with emphasis on expressing physical situations in mathematical language.

CHE554 Chemical Reaction Engr
Hours 3
Chemical kinetics theory and experimental techniques. Industrial reactor design by advanced methods.

CHE591 Special Problems
Hours 1-4
Open to properly qualified graduate students. Advanced work of a research nature. Credit is based on the amount of work completed.

CHE592 Special Problems
Hours 1-3
Open to properly qualified graduate students. Advanced work of a research nature. Credit is based on the amount of work completed.

CHE593 Chem & Biol Engr Practicum
Hours 1-3
This course allows graduate students to gain classroom and lab experience under supervised conditions. Tasks may include grading for selected courses, structured lecturing, lab monitoring, and other related pedagogical exercises.
CHE595 Seminar
Hours 1
Discussion of current advances and research in chemical engineering, presented by graduate students and other speakers.

CHE596 Seminar
Hours 1
Discussion of current advances and research in chemical engineering, presented by graduate students and other speakers.

CHE598 Non-Thesis Research
Hours 1-6
No description available

CHE599 Thesis Research
Hours 1-12
No description available

CHE691 Special Problems
Hours 1-3
Problems of current research.

CHE692 Special Problems
Hours 1-3
Problems of current research.

CHE693 Chem & Biol Engr Practicum
Hours 1-3
This course allows graduate students to gain classroom and lab experience under supervised conditions. Tasks may include grading for selected courses, structured lecturing, lab monitoring, and other related pedagogical exercises.

CHE695 Seminar
Hours 1
Presentations of dissertation research.

CHE696 Seminar
Hours 1
Presentations of dissertation research.

CHE698 Non-Dissertation Research
Hours 1-6
No description available

CHE699 Dissertation Research
Hours 1-12
No description available

Faculty
Department Chair
Christopher Brazel
Professor
Christopher Brazel

Chemical Engineering, MS
Admission Requirements
Specific admission requirements for the programs in chemical and biological engineering coincide with those of the Graduate School and the College of Engineering (p. 382) as detailed earlier in this catalog. Admission is also contingent upon approval by the graduate faculty of the Department of Chemical and Biological Engineering. Special opportunities are available for students with undergraduate degrees in fields other than chemical engineering.

See the Admission Criteria section of this catalog for more information.

M.S. Degree Requirements
All graduate students in chemical engineering are required to pass the following core graduate courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHE 551</td>
<td>Adv Thermodynamics I</td>
<td>3</td>
</tr>
<tr>
<td>CHE 552</td>
<td>Transport Phenomena</td>
<td>3</td>
</tr>
<tr>
<td>CHE 553</td>
<td>Computation In Chem Engr</td>
<td>3</td>
</tr>
<tr>
<td>CHE 554</td>
<td>Chemical Reaction Engr</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours: 12

Master of Science-Thesis Option (Plan I): 30 Credit hours
Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework and write a thesis (a minimum of six semester hours of thesis research required).

- A minimum of 24 credit hours of coursework is required.
- A minimum of six hours of thesis research is required.
- A student’s curriculum and thesis must be approved by the student’s graduate advisory committee. The student must pass a final comprehensive examination, which is typically a presentation and defense of the thesis. In addition, the student must satisfy all University requirements defined in the current edition of The University of Alabama Graduate Catalog.

Master of Science-Non-Thesis Option (Plan II): 30 Credit hours
Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of credit and complete a culminating or “Capstone experience” as described below.

- A minimum of 30 credit hours of coursework is required.
- A student’s curriculum must be approved by the student’s graduate advisory committee. The graduate advisory committee must also approve the submission of a manuscript, a conference proceeding or a graduate seminar presentation. This activity shall constitute The University of Alabama Graduate School culminating experience requirement for a MS Plan II degree in chemical engineering.

For additional information about chemical engineering graduate programs, contact Dr. Heath Turner.

Master’s Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases,
master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field. In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned at a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division. The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.
Journal Format.
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research.

In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Chemical Engineering, Ph.D.
Admission Requirements
Specific admission requirements for the programs in chemical and biological engineering coincide with those of the Graduate School and the College of Engineering (p. 382) as detailed earlier in this catalog. Admission is also contingent upon approval by the graduate faculty of the Department of Chemical and Biological Engineering. Special opportunities are available for students with undergraduate degrees in fields other than chemical engineering.
Doctor of Philosophy degree requirements

Study in the doctoral program is contingent upon satisfactory performance on the qualifying examination described above. The department requires that students take and pass CHE 695 Seminar during the first part of the doctoral program of study and CHE 696 Seminar in the latter part of the program. These two hours of seminar are in addition to the course hours needed for graduation.

A prospectus examination is required of all candidates for the doctor of philosophy degree. This examination is given after two full years of graduate study have been completed and the supervisory committee deems the student to have adequate preparation. The examination consists of a written proposal describing the student’s research activities and an oral presentation and defense of the proposal before the student’s supervisory committee. The examination must be completed at least one year prior to the final dissertation defense.

A doctoral Plan of Study must be submitted to the Graduate School by the time the student completes 30 hours of UA and/or transfer for the doctorate. The PhD Plan of Study is available at the Graduate School website.

A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination. See the online Graduate Catalog (Sec. 4.11.3) for details on plan of study, admission to candidacy, and all other degree requirements. The College of Engineering MS Degree and PhD Degree requirements (p. 382) are detailed in earlier sections of this catalog.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN).
The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence as defined above. The University of Alabama does not offer graduate credit for noncredit workshops, seminars, continuing
education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. **All doctoral programs**: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. **PhD Programs Only**: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for an extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.

- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.
Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via
interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate
School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Civil, Construction and Environmental Engineering (CCEE)

- Graduate Degrees
  - Civil Engineering (MS) (p. 411)
  - Environmental Engineering (MS) (p. 420)
  - Civil Engineering (Ph.D.) (p. 414)
  - Dual Graduate Degree Programs
  - Scholars Program

Both coursework-only and coursework with thesis options are available in the master’s degree programs.

Graduate Research Focus Areas
- Construction Engineering and Management
- Environmental and Water Resources Engineering
- Structural Engineering and Materials
- Transportation Systems Engineering

While most graduate studies are focused in one of these four focus areas, many student plans of study involve two or more of the above areas.

For More Information
For additional information about our graduate programs, reference the Civil, Construction, and Environmental Engineering Graduate Handbook or contact Dr. Andrew J. Graettinger.

CE501 Masters Capstone Project-Plan II
Hours 3

Development of a research paper, professional practice or policy paper, or other equivalent report. Topic to be approved in advance by the student’s graduate advisor.

Prerequisite(s): MS Plan II students only

CE514 Information Systems Design
Hours 3

An overview of management information systems (MIS). The course will focus on the practical aspects, applications, and methodology or MIS, particularly from the construction engineer’s perspective. Information design methodology and building information modeling (BIM) will be covered in detail.

CE517 Advanced Project Management
Hours 3

Not open to students who have credit for CE 417. This is an engineering management course designed to introduce students to the functions of project engineers and managers. It details the processes of planning and controlling project scope, time, and cost.
CE518 Engineering Mangement
Hours 3
Not open to students who have credit for CE 418. An introduction to management principles, and the management functions of planning, organizing, motivating, and controlling. Management of engineers in research, design, manufacturing/construction, and quality will be studied.

CE521 Environmental Engineering Microbiology
Hours 3
Fundamentals of microbiology for environmental engineers and application of these principles to natural and engineered systems.
Prerequisite(s): CE 320 or equivalent

CE522 Solid Hazardous Waste Management
Hours 3
Engineering design and regulatory requirements for the collection, storage, recycling, treatment, and disposal of solid wastes.
Prerequisite(s): CE 320

CE524 Water & Wastewater Treatment
Hours 3
No description available
Prerequisite(s): AEM 311 or CHE 304; and CE 320

CE525 Air Pollution
Hours 3
Introduction to the source, characteristics, and effects of air pollution and to air pollution control technology and design.
Prerequisite(s): AEM 311 or CE 320

CE527 Storm Water Management
Hours 3
Quality and quantity of urban storm water. Receiving water problems and sources of pollutants. Runoff quality and quantity characteristics. Selection and design of controls. Regulations.

CE531 Structural Dynamics
Hours 3
Response of civil engineering structures to typical dynamic loads including theory, development of basic equations, and measurement of structure response in the laboratory.
Prerequisite(s): AEM 264 and CE 331

CE532 Matrix Analysis of Structures
Hours 3
Introduction to the matrix-displacement method of analysis for framed structures, including computer implementation of analysis. An introduction to finite-element analysis is also included.
Prerequisite(s): CE 331

CE533 Structural Loads
Hours 3
Calculation of typical gravity and lateral loads on Civil Engineering structures, identification of load paths for different building systems, and preliminary evaluation of structural adequacy.
Prerequisite(s): CE 331

CE534 Advanced Structural Mechanics
Hours 3
Introduction to advances structural mechanics topics, including elementary elasticity, elementary beam theories, beams on elastic foundations, energy methods, buckling and free vibration of beams, and elementary thin-plate theory.

CE535 Concrete Materials
Hours 3
Prerequisite(s): CE 331 or CE 340

CE536 Wood Structural Design
Hours 3
Modern timber engineering: design of beams, columns, trusses, and floor systems.
Prerequisite(s): CE 331

CE537 Reinforced Concrete Structure II
Hours 3
Design of reinforced concrete building components including two-way slabs, slender columns, prestressed beams, slap-on-grade, and retaining walls.
Prerequisite(s): CE 433

CE538 Structural Steel Design II
Hours 3
Basic and elementary design procedures for steel structures such as plate girders, mill buildings, multistory buildings, highway bridges, and light-gauge steel structures.
Prerequisite(s): CE 434

CE541 Wind and Earthquake Engineering
Hours 3
Wind and earthquake engineering theories and their applications in load estimation and structural design.
Prerequisite(s): CE 531, Structural Dynamics or instructor permission.

CE542 Waste Containment Facility
Hours 3
Introduction to the fundamentals of soil behavior as they relate to environmental engineering. Topics include soil behavior, soil compaction, conduction phenomena, geosynthetics, and aspects of landfill design.
Prerequisite(s): CE 320

CE543 Prestressed Concrete Design
Hours 3
Analysis and design of prestressed concrete members, review of hardware, stress calculations, prestress losses, section proportioning, flexural design, shear design, deflections, and statically indeterminate structures.
Prerequisite(s): CE 433 or equivalent course on reinforced concrete structures
CE544 Foundation Engineering
Hours 3
Analysis and design of soil foundation systems.
Prerequisite(s): CE 340

CE554 Urban Transportation Planning
Hours 3
An introduction to the planning process, software associated with transportation modeling, and conducting transportation planning and traffic impact studies.

CE556 Transportation System Analys
Hours 3
This course integrates the basic concepts and tools of systems analysis, including those from microeconomics, optimization, project evaluation and decision making into the context of transportation planning and management.
Prerequisite(s): CE 350

CE559 Pavement Design and Rehabilitation
Hours 3
This course covers two areas concerning care of existing highway asphalt and concrete pavements. Major maintenance includes overlay design, additional drainage, recycling, and slab repair. Routine maintenance includes distress surveys, pothole repair, and crack and joint sealing.
Prerequisite(s): CE 350 or CE 366

CE560 Front End Planning
Hours 3
Principles and applications for effective early planning of capital facilities, including: finance, economics decision making, risk management, team alignment, and front end planning processes and tools.

CE561 Horizontal Construction Method
Hours 3
Introduction to horizontal construction engineering equipment and methods. Design of horizontal construction systems, and construction operation analyses and simulation.

CE562 Vertical Construction Methods
Hours 3
Introduction to vertical construction equipment and methods. Design of vertical construction systems and construction operation analysis and management processes.

CE563 Construction Cost Estimating
Hours 3
Addresses the estimating and cost control function from conceptual planning through project execution. Topics include productivity analysis, organization of estimates, cost forecasting, estimating tolls and techniques, contingency planning and relationship to contract types, and project execution strategies.

CE564 Safety Engineering
Hours 3
Not open to students with credit for CE 464. An exposure to safety engineering and accident prevention including state and federal laws related to general and construction projects. Topics include accident theories, safety regulations, Construction Safety Act, hazards and their control, human behavior and safety, and safety management.

CE567 Constr. Accounting & Finance
Hours 3
Applications of accounting and financial practice to management of construction projects.

CE568 Construction Scheduling
Hours 3
The management structure of construction companies and the laws, regulations, practices, tools, and processes used in planning, scheduling, and monitoring construction projects. Writing proficiency is required for a passing grade in this course.

CE570 Open Channel Flow
Hours 3
Basic concepts of fluid flow, energy and momentum principles, flow resistance in nonuniform sections, channel controls and transitions, and nonuniform flow computations.
Prerequisite(s): CE 378

CE573 Statistical Applications
Hours 3
Applications of statistical and probabilistic methodologies for analysis and solution of practical civil engineering problems, including frequency and risk analysis, analyses of experimental data, and systems simulation and optimization.
Prerequisite(s): MATH 238

CE575 Hydrology
Hours 3
Hydrologic cycle, rainfall-runoff relations, unit hydrograph, statistical hydrology, and hydrologic simulation; includes a class project with application to flood control, water supply, and multipurpose projects.
Prerequisite(s): CE 378

CE580 Forensic Engineering
Hours 3
When failures in the built environment occur, whether during design, construction or in-service, a thorough examination of the causes is essential to both the evolution sound engineering practices and to dispute resolution through the legal system. The role of the engineer in this process is examined.

CE581 Legal Aspects of Engineering and Construction
Hours 3
Legal aspects of engineering and construction contracts and specifications; contract formation, interpretation, rights and duties, and changes; legal liabilities and professional ethics of architects, engineers and contractors. This is a three hour survey course covering, primarily, the organization of the federal and state courts, construction contracting, potential tort liability and professionalism for engineers in Alabama.
Prerequisite(s): CE 320, CE 331, CE 340, CE 350, CE 366 or CE 378, and one HU elective (3 credits)
CE584 Exp. Design & Field Sampling
Hours 3
Experimental design, sensitivity analyses, water sampling and flow monitoring. Receiving water chemical reactions. Field investigations.

CE585 Constructn Site Erosion Contrl
Hours 3

CE586 GIS for Civil Engineers
Hours 3
Introduction to geographic information system design and use for civil engineering problem solving.
Prerequisite(s): CE 260 and any CE 300 Level course

CE591 Special Problems
Hours 1-3
Independent study. Credit is based on the amount of work undertaken.

CE593 Practicum
Hours 1-3
This course allows graduate students to gain classroom and laboratory experience under supervised conditions. Tasks may include grading for selected courses, structured lecturing, laboratory monitoring, and other related pedagogical exercises.

CE598 Non-Thesis Research
Hours 1-6
Research Not Related to Thesis. Variable credit.

CE599 Thesis Research
Hours 1-12
Master’s Thesis Research. One to Twelve hours.

CE616 Advanced Information Systems
Hours 3
Current concepts in information systems architecture and applications, including decision support systems and expert systems. Emphasis placed on expanded use of systems design methodology.
Prerequisite(s): CE 414 or CE 514

CE631 Experimental Methods in Structural Dynamics
Hours 3
Introduction to experimental methods in the behavior of structures subjected to dynamic loading. Principles of vibration testing and digital signal processing. Current techniques in modal analysis, system identification, actuator and structural control, structural health monitoring.
Prerequisite(s): CE 531

CE632 Structural Reliability
Hours 3
The knowledge taught in this course is to provide the background needed to understand how reliability-based design criteria were developed and to provide a basic tool for structural engineers interested in applying this reliability-based design criteria to other situations.
Prerequisite(s): CE 573 Statistical Applications in Civil Engineering or instructor permission

CE635 Analytical Methods in Cement and Concrete
Hours 3
Experimental methods used to characterize cementitious materials and conduct forensic or in-service investigations of concrete structures in the field (i.e. SEM, EDS, XRD, XRF, electron microprobe, calorimetry, and nondestructive testing / data acquisition & processing). Capabilities and limitations of these methods. Topics to rotate as needed to support current research.
Prerequisite(s): Graduate standing

CE636 Advanced Infrastructure Materials
Hours 3
Introduction to advanced and innovative materials used in civil infrastructure systems. An introduction to research methodology in materials is also included.
Prerequisite(s): CE 331

CE640 Earthquake Engineering
Hours 3
This course integrates the knowledge from several engineering and science disciplines, to develop an understanding of the effect of earthquake ground motions on the civil engineering structures, and lead to the design of earthquake resistant structures. The topics include engineering seismology, ground motion characterization, probabilistic hazard analysis, response spectra, inelastic structural analysis and performance-based earthquake-resistant design. The course will also introduce the recent development in the use of supplemental damping and seismic isolation systems to improve the seismic performance of buildings and bridges.
Prerequisite(s): CE 531

CE641 Wind Engineering
Hours 3
This research-oriented class is motivated by the need to provide a rational description of the phenomena involved and to developed appropriate analytical and design tools for structural engineering. The course attempts to present a synthesis of the main trends of specialized literature in Wind Engineering.

CE655 Sustainable Transportation
Hours 3
No description available
CE656 Transport Demand & Network Model
Hours 3
Theory and models of individual choice behavior and their applications in travel demand modeling; mathematical models for transportation network problems and their applications in planning and operation of urban highway and transit systems.
Prerequisite(s): CE 456 and CE 556 and CE 573
Prerequisite(s) with concurrency: CE 573

CE671 Hydrologic Modeling
Hours 3
Basics of surface water modeling including hydrologic modeling of watersheds / basins and flood routing.
Prerequisite(s): CE 378

CE686 Advanced Civil Engineering GIS Application Development
Hours 3
This advanced GIS application development course takes a student-centered project-based learning approach to customize and program in GIS. The course focuses on solving real problems in civil engineering that are worthy of scholarly publication. Independent learning, research skills, and technical writing are strongly emphasized in this course.
Prerequisite(s): Introductory course in GIS

CE691 Special Problems
Hours 1-6
Advanced work in some area of specialization. Credit awarded is based on the amount of work completed.

CE693 Practicum
Hours 1-3
This course allows graduate students to gain classroom and laboratory experience under supervised conditions. Tasks may include grading for selected courses, structured lecturing, laboratory monitoring, and other related pedagogical exercises.

CE699 Dissertation Research
Hours 1-12
No description available

Faculty
Head
Back, Edward W.

Director, Undergraduate Programs
Williamson, Derek G.

Director, Graduate Programs
Graettinger, Andrew

Director, Center for Sustainable Infrastructure
Back, Edward W.

Director, University Transportation Center for Alabama
Lindly, Jay K.

Director, Large Scale Structures Laboratory
Kreger, Michael

Professors
Amirkhanian, Serji

Civil Engineering, MS
The department offers programs leading to the master of science in civil engineering, master of science in engineering (environmental engineering) and doctor of philosophy degrees in civil engineering. Research programs in the department include environmental quality and water resources; management and safety of transportation systems; structural engineering including assessment, renewal and protection of infrastructure; and construction engineering and management. Laboratory facilities are provided for graduate research and instruction in these and other areas.

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Back, Edward W.
Batson, Robert G.
Fridley, Kenneth J.
Graettinger, Andrew
Johnson, Pauline D.
Kreger, Michael
Lindly, Jay K.
Moynihan, Gary P.
Nambisan, Shashi

Associate Professors
Jones Jr., Steven
Richardson, James A.
Tootle, Glenn
Wang, Jialai
Williamson, Derek G.

Assistant Professors
Dao, Thang N.
Elliott, Mark
Giannini, Eric
Hainen, Alexander
Kam, Jon
Marks, Eric
Song, Wei
Terry, Leigh
Vereen, Stephanie

Adjunct professors
Allen, Jody
Walker, Jason

Admission Requirements
The requirements for admission to the Graduate School are detailed here (p. 5). The Department of Civil, Construction and Environmental Engineering also embraces the requirements of the College of Engineering, summarized as follows:

1. An applicant must have earned a baccalaureate degree from an institution accredited by the Engineering Accreditation Council (EAC)
of ABET Inc. and have a grade point average of at least 3.0 on a 4.0 scale, or at least 3.0 for the last 60 hours completed.

2. Applicants who are not graduates of EAC/ABET-accredited programs must have Graduate Record Examination general test scores of 300 or higher and grade point averages of 3.0 or higher on a 4.0 scale.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Master of Science Degree Requirements

The basic requirements for both the master of science in civil engineering and master of science in engineering (environmental engineering) are identical. A total of 30 hours is required for a master’s degree, consisting of at least 24 regular course hours and 6 or more thesis research hours for Plan I students. The student’s adviser and supervisory committee work with the student to define an appropriate plan of study that meets all degree requirements, including any prerequisite or preparatory work and a core set of courses as required and specified by each specialty area. Plan I students are required to pass a thesis defense administered by the student’s supervisory committee while Plan II students must pass CE 501 Master Capstone Project.

Thesis Option (Plan I): 30 Credit Hours

Plan of Study (minimum of 30 credit hours)

- 6 hours of CE 599 Thesis Research
- 0-3 hours of CE 593 Practicum/CE 693 Practicum
- 21-24 hours of approved coursework
  - 9 hours of core coursework (see below)
  - 6 hours maximum of approved 400-level courses
  - 12 hours maximum of approved transfer credit
  - 15 hours minimum of CE courses
- Thesis Committee and Defense
  - Minimum of three graduate faculty, with the majority from the department and at least one member from outside the department
  - Maximum of two attempts to pass defense
  - The Committee may require additional prerequisite courses (not allowed as part of the Plan of Study) for those students without an ABET/EAC-accredited degree
- Maximum of 6 years to complete degree requirements

Non-Thesis Option (Plan II): 30 Credit Hours

Plan of Study (minimum of 30 credit hours)

- 0-3 hours of CE 593 Practicum/CE 693 Practicum
- 0-3 hours of CE 598 Non-Thesis Research
- 21-27 hours of approved coursework
- Approved Coursework (21-27 hours)
  - 9 hours of core coursework (see below)
  - 6 hours maximum of approved 400-level courses
  - 12 hours maximum of approved transfer credit
  - 18 hours minimum of CE courses
- 3 Hours CE 501 Master Capstone Project
- Maximum of 6 years to complete degree requirements

MSCE Core Coursework Requirements (9 hours)

Construction Engineering and Management

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE 573</td>
<td>Statistical Applications</td>
<td>3</td>
</tr>
</tbody>
</table>

See the Master’s Degrees Graduate School requirement section of this catalog for additional information.

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.
As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Civil Engineering, Ph.D.
Admission Requirements
The requirements for admission to the Graduate School are detailed below. The Department of Civil, Construction and Environmental Engineering also embraces the requirements of the College of Engineering, summarized as follows:

1. An applicant must have earned a baccalaureate degree from an institution accredited by the Engineering Accreditation Council (EAC) of ABET, Inc. and have a grade point average of at least 3.0 on a 4.0 scale, or at least 3.0 for the last 60 hours completed.
2. Applicants who are not graduates of EAC/ABET-accredited programs must have Graduate Record Examination general test scores of 1000 or higher and grade point averages of 3.0 or higher on a 4.0 scale.

See the Admission Criteria section of this catalog for more information.

Doctor of Philosophy Degree Requirements
A total of 72 hours is required for the degree, including a minimum of 48 hours of coursework beyond the baccalaureate and 24 hours of dissertation research. A maximum of 24 hours of approved transfer credit is allowed, with approval of the Graduate School on the form for Request for Transfer of Graduate Credit.

The student’s adviser and supervisory committee will work with the student to define an appropriate plan of study that meets all degree requirements, including any prerequisite or preparatory work and a core set of courses as required and specified by each specialty area. After approval by the department the PhD Plan of Study is submitted to the Graduate School for final approval. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a "hold" may be placed on future registration.

Students are required to pass a preliminary examination that includes both written and oral components, a proposal defense, and a final dissertation defense administered by the student’s supervisory committee.
After passing the comprehensive (preliminary) examination, the student should complete and submit an Admission to Candidacy for the Doctoral Degree to the department for approval. A department-approved candidacy form will be forwarded to the Graduate School for final approval.

**Doctoral Degrees**
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/ research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**
A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UBSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
• provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
• provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
• provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

• a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied toward the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or
better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student describes the compelling circumstances,
- briefly describes the current status of the dissertation, then
- includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.
Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature. Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean's approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:
**Final-Semester Dissertation (699) Minimum Registration Hours**

<table>
<thead>
<tr>
<th>When was the &quot;completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester (date published in the &quot;University Academic Calendar&quot;)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

**Article-Style Dissertations**

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations:** August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human
Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

**Final Examinations**
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**
At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Environmental Engineering, MS**

**Admission Requirements**
The requirements for admission to the Graduate School are detailed below. The Department of Civil, Construction and Environmental Engineering also embraces the requirements of the College of Engineering, summarized as follows:

1. An applicant must have earned a baccalaureate degree from an institution accredited by the Engineering Accreditation Council (EAC) of ABET, inc. and have a grade point average of at least 3.0 on a 4.0 scale, or at least 3.0 for the last 60 hours completed.
2. Applicants who are not graduates of EAC/ABET-accredited programs must have Graduate Record Examination general test scores of 1000 or higher and grade point averages of 3.0 or higher on a 4.0 scale.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements**

**RESEARCH THESIS OPTION (PLAN I)**
The thesis option is a research-focused program, which includes conducting original research, writing a research thesis, and defending the thesis to the student’s graduate supervisory committee. The research thesis option degree requirements are as follows:

A minimum of 30 credit hours, including

- 21 credit hours of approved coursework, including
- 9 credit hours of core graduate coursework
- (See later section for additional information regarding the graduate core)
- A maximum of 6 hours of approved 400-level courses
  (Use Graduate School’s “Approval of 400-Level Courses for Master’s Credit” form)
- A minimum of 15 hours of CE-prefix courses
  (See Appendix I for a schedule for all CE-prefix courses offered by the department)
- 3 hours of CE 593 Practicum or CE 693 Practicum
- Taken with permission under the supervision of the student’s graduate advisor
  (See later section for additional information regarding Practicum)
- 6 hours of CE 599 Thesis Research
  (See later section for additional information regarding Practicum)

**PAPER/REPORT OPTION (PLAN II)**
The paper/report, or non-thesis, option requires a research paper, a policy and practice paper, or equivalent culminating experience, which is graded by the student’s graduate advisor. The paper/report option requirements are as follows:

A minimum of 30 credit hours, including

- 27 credit hours of approved coursework
  (See later section for additional information regarding the graduate core)
- A maximum of 6 hours of approved 400-level courses
  (Use Graduate School’s “Approval of 400-Level Course for Master’s Credit” form)
- A maximum of 3 hours of CE 593 Practicum or CE 693 Practicum
  (See later section for additional information regarding Practicum)
- A minimum of 18 hours of CE-prefix courses
  (See Appendix I for a schedule for all CE-prefix courses offered by the department)
- 3 credit hours of CE 501 Masters Capstone Project-Plan II
  (Use Graduate School’s “Approval of 400-Level Courses for Master’s Credit” form)
- Taken with permission under the direction of the student’s graduate advisor
  (See Appendix I for a schedule for all CE-prefix courses offered by the department)
- The graduate advisor must be a full member of the department’s graduate faculty
  (See Appendix I for a schedule for all CE-prefix courses offered by the department)
- Once taken, CE 599 Thesis Research must be taken every term until graduation

**EWR CORE COURSE**
Environmental and Water Resources Engineering Core Coursework (MSCivE, MSEnvE, Ph.D.):

- CE 573 Statistical Applications
- CE 575 Hydrology

Additional Course Requirements for Students Without an ABET/EAC-Accredited Degree
• AEM 201 Statics, AEM 264 Dynamics, AEM 250 Mechanics Of Materials I, AEM 311 Fluid Mechanics

Master's Degrees
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.
In the case of thesis research that involves the use of human subjects and approval to use human subjects in research precede the research. Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The Protection of Human Subjects for Research facilities are available where the work will be done, to the head of the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation

Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree

Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Department of Computer Science

(FS)
• Majors
  • Computer Science (MS) (p. 426)
  • Computer Science (Ph.D.) (p. 428)

[object Object]

CS500 Discrete Math for Computer Science
Hours 3
This course applies techniques of discrete mathematics to computer science problems. Topics include logic, proofs, number theory, graphs, trees, sets, relations, counting, recurrences, generating functions, probability, and expectation.
Prerequisite(s): MA 301, and either CS 470 or CS 570

CS503 Programming Languages
Hours 3
(Not open to students who have earned credit for CS 403)This course provides a graduate level presentation of Programming Languages. Formal student of programming language specification, analysis, implementation, and run-time support structures; organization of programming languages with emphasis on language constructs and mechanisms; and study of non-programming paradigms.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 403

CS507 Software Interface Design
Hours 3
(Not open to students who have earned credit for CS 407.)Concepts of the human-computer interface, emphasizing the software aspects. Dialog styles, form models, user documentation and the evaluation of human-computer software interfaces.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 407

CS515 Software Design and Development
Hours 3
Object-oriented design and development using UML and Java, design patterns, and architectural patterns.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 415

CS516 Testing and Quality Assurance
Hours 3
Study of verification & validation and related processes. Topics include techniques and tools for software analysis, testing, and quality assurance.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 416

CS517 Requirements Engineering
Hours 3
Study of requirements engineering and its phases. Topics include formal, semi-formal, and informal paradigms for elicitation, documentation, and management of software system requirements.
Prerequisite(s): CS 315, (CS 350 or CS 351), CS 360, and ECE 383

CS518 Software Project Management
Hours 3
Study of project management and its phases. Topics include techniques and tools for software project planning, estimation, organization, and management.
Prerequisite(s): CS 315, (CS 350 or CS 351), CS 360, and ECE 383

CS520 Software Maintenance & Evolution
Hours 3
Study of software change and its phases. Topics include techniques and tools for concept location, impact analysis, actualization, refactoring, and validation.
Prerequisite(s): CS 315, (CS 350 or CS 351), CS 360, and ECE 383

CS526 Intro Operating Systems
Hours 3
(Not open to students who have earned credit for CS 426.) This course provides a graduate level presentation of Introduction to Operating Systems. Study of basic operating system concepts with an emphasis on memory processor, device, and information management.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 426

CS528 Computer Security
Hours 3
An examination of computer security concepts, such as cryptographic tools, user authentication, access control, database security, intrusion detection, malicious software, denial of service, firewalls and intrusion prevention systems, trusted computing and multilevel security, buffer overflow, software security, physical and infrastructure security, human factors, and security auditing.
Prerequisite(s): CS 315 and ECE 383; and CS 350 or CS 351 or CS 352; and CS 360

CS534 Compiler Construction
Hours 3
(Not open to students who have earned credit for CS 434.) This course provides a graduate level presentation of Compiler construction. Syntax and semantics of procedure-oriented languages and translation techniques used in their compilation; includes computer implementation.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 434

CS535 Computer Graphics
Hours 3
(Not open to students who have earned credit for CS 435.) Display memory, generation of points, vectors, etc. Interactive versus passive graphics, analog storage of images on microfilm, etc. Digitizing and digital storage, pattern recognition by features, syntax tables, and random nets. The mathematics of three dimensions, projections, and the hidden-line problem.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade C- AND Not open to students who have earned credit for CS 435.
CS538 Computer Comm & Networks
Hours 3
(Not open to students who have earned credit for CS 438.) This course provides a graduate level presentation of Computer Communications and Networks. The student of the issues related to Computer communications. Topics include physical topologies, switching, error detection and correction, routing, congestion control, and connection management for global networks (such as the Internet) and local area networks (such as Ethernet). In addition, network programming and applications will be considered.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade of C- AND Not open to students who have earned credit for CS 438.

CS548 Network Security
Hours 3
Concepts concerning network security, including an examination of network security concepts, algorithms, and protocols.
Prerequisite(s): CS 200, CS 201 and ECE 383

CS557 Database Management Systems
Hours 3
(Not open to students who have earned credit for CS 457.) This course provides a graduate level presentation of Database Management Systems. Constituent parts of database management (design, creation, and manipulation of databases), client-server, relational, and object-oriented data models.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade of C- AND Not open to students who have earned credit for CS 457.

CS560 Introduction To Autonomous Robotics
Hours 3
(Not open to students who have earned credit for CS 460.) Issues involved with the implementation of robot control software including motion, kinematics, simulation testing, sensor incorporation and unmodeled factors.
Prerequisite(s): CS 426

CS565 Artificial Intelligence
Hours 3
The advanced study of topics under the umbrella of artificial intelligence including problem solving, knowledge representation, planning and machine learning.
Prerequisite(s): Graduate standing

CS567 Computer Systems Architecture
Hours 3
Computer architectures, computer design, memory systems design, parallel processing concepts, supercomputers, networks, and multiprocessing systems.

CS570 Computer Algorithms
Hours 3
(Not open to students who have earned credit for for CS 470.) This course provides a graduate level presentation of Introduction to Computer Algorithms. Construction of efficient algorithms for computer implementation.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade of C- AND Not open to students who have earned credit for CS 470.

CS575 Formal Languages & Machines
Hours 3
(Not open to students who have earned credit for CS 475.) Regular expressions and finite automata. Context free grammars and pushdown automata. Recursively enumerable languages and turing machine. The Chomsky hierarchy.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade of C- AND Not open to students who have earned credit for CS 475.

CS580 Computer Simulation
Hours 3
Introduction to simulation and use of computer simulation models; simulation methodology, including generation of random numbers and variants, model design, and analysis of data generated by simulation experiments.
Prerequisite(s): (CS 200 or CS 315) Minimum Grade C- AND (CS 201 or CS 360) Minimum Grade C- AND ECE 383 Minimum Grade of C- AND Not open to students who have earned credit for CS 480.

CS591 Special Topics In Cs
Hours 3
Formal courses that cover new and innovative topics in computer science and do not yet have their own course numbers. Specific course titles will be announced.

CS592 Independent Study
Hours 1-6
This course requires a written proposal that must be approved by the sponsoring faculty member before registration.

CS598 Non-Thesis Research
Hours 1-6
No description available

CS599 Thesis Research
Hours 1-6
No description available

CS600 Foundatns Software Engr
Hours 3
Introduction to formal software development techniques; theoretical foundations of specification, design, and testing; and programming methodologies and software reuse.
Prerequisite(s) with concurrency: CS 515 or CS 415
CS601 Desn Analy Comprt Algrt
Hours 3
A study of algorithm design techniques; analysis of performance of algorithms; and fundamental principles and concepts of algorithm construction, proof, and analysis.

CS602 Adv Formal Lang & Machin
Hours 3
Regular languages, context-free languages, recursive and recursively enumerable languages, nondeterminism, and undecidability.

CS603 Organz Program Languages
Hours 3
Design and implementation of programming languages; syntax and translation; semantic structures and run-time representations; data, operations, control structures, and storage management.
Prerequisite(s): CS 503
Prerequisite(s) with concurrency: CS 403

CS605 Artificial Intelligence
Hours 3
An advanced course in artificial intelligence topics. These topics include, but are not limited to, topics such as problem solving, knowledge representation, planning, and machine learning. The course will examine the various branches within the field as well as applications of artificial intelligence.

CS606 Analys Operating Systems
Hours 3
Design of operating systems; advanced examination of synchronization, deadlock, virtual memory, and security; and parallel and distributed systems.
Prerequisite(s) with concurrency: CS 426 or CS 526

CS607 Software User Interface
Hours 3
Concepts of the human-computer interface, emphasizing the software aspects. Dialog styles, form models, user documentation, and the evaluation of human-computer software interfaces.
Prerequisite(s): CS 507
Prerequisite(s) with concurrency: CS 407

CS609 Database Management
Hours 3
Data model theory, comparison of existing database systems, implementation technology, selection, evaluation techniques, integrity, security, authorization and protection, and hardware architecture.
Prerequisite(s): CS 557
Prerequisite(s) with concurrency: CS 457

CS612 Advanced Data Structures
Hours 3
A graduate-level study of data structures. Topics include self-balancing trees binomial and Fibonacci heaps, disjoint sets, graphs and digraphs.

CS613 Adv Computer Comm & Networks
Hours 3
Study of computer networks, including telecommunications and related data transmission techniques. Network philosophy, design, and implementation.
Prerequisite(s): CS 438 or CS 538

CS615 Cryptography and Data Security
Hours 3
An examination of algorithms and concepts in cryptography and data security, such as symmetric ciphers, asymmetric ciphers, public-key cryptography, hash functions, message authentication codes, key management and distribution.
Prerequisite(s): CS 528 or CS 428

CS618 Wireless Mbl Mobile Netrwk Protocol
Hours 3
Network protocol design and analysis in wireless and mobile networks. Topics include ad hoc.
Prerequisite(s): CS 438 or CS 538 or CS 613 or ECE 406 or ECE 506 or ECE 502

CS630 Empirical Software Engineering
Hours 3
Introduction to empirical research methods in software engineering. Focus on measuring processes and designing experiments.
Prerequisite(s): CS 315 or CS 515

CS631 Software Evolution and Maintenance and Evolution
Hours 3
Advanced study of techniques and tools to automate software evolution tasks. Topics include: static and dynamic analysis, mining software repositories, concept and feature location, traceability link recovery, and clone detection, analysis, and management.
Prerequisite(s): CS 600

CS691 Special Topics
Hours 3
Formal courses that cover new and innovative topics in computer science and do not yet have their own numbers; specific course titles will be announced.

CS692 Special Topics
Hours 1-6
This course requires a written proposal that must be approved by the sponsoring faculty member before registration.

CS699 Dissertation Research
Hours 1-12
No description available

Faculty
Head
David W. Cordes
Professor
David W. Cordes
Computer Science, MS

Admission Requirements

In addition to meeting the admission requirements established by the Graduate School (Admission Criteria), students applying for graduate study in the department must also meet the following general requirements:

1. demonstrated competence in programming
2. completion of the equivalent of the department's undergraduate core computer science curriculum
3. demonstration, by an appropriate score on the general test of the Graduate Record Examination, of competence in the discipline of computer science

See the Admission Criteria section of this catalog for more information.

Each student must submit scores from the Graduate Record Examination general test. This requirement may be waived for a student who graduated with a GPA of 3.0 or higher on a 4.0 scale from an institution accredited by the CAC Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012 – telephone (410) 347-7700. It is strongly recommended that each student submit a score from the GRE Subject Exam in Computer Science, particularly students who wish to be considered for funding opportunities.

Additional details of these requirements may be obtained directly from the department. Applicants who present most but not all of these qualifications may be considered for conditional admission.

Degree Requirements

Master of Science

Departmental degree requirements for the MS degree, which are in addition to those established by the College and by the Graduate School, are as follows for Plan I and Plan II students:

- Each Plan I candidate must earn a minimum of 24 semester hours of credit for coursework, plus a six-hour thesis under the direction of a faculty member.
- Each Plan II candidate must earn a minimum of 30 semester hours of credit for coursework, which may include a three-hour nonthesis project under the direction of a faculty member.
- Unlike the general College of Engineering requirements, graduate credit may not be obtained for courses at the 400-level.

Both plans also have core and depth requirements, which can be found at the website of the Department of Computer Science. Additional information is in the Degree Requirements section of this catalog.

Master's Degrees

The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.
With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

### 400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

### Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

### Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

### Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

### Article Style vs. Journal Format

#### Article Style

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

#### Journal Format

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

### Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research.

In the case of thesis research that involves the use of human subjects and approval to use human subjects in research precede the research.

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In the case of thesis research that involves the use of human subjects and approval to use human subjects in research precede the research.
• a written and/or oral examination based on the content of the degree program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from previous courses;
• a research paper, a "policy and practice" paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.

Computer Science, Ph.D.
Admission Requirements
In addition to meeting the admission requirements established by the Graduate School (Admission Criteria), students applying for graduate study in the department must also meet the following general requirements:

1. demonstrated competence in programming
2. completion of the equivalent of the department's undergraduate core computer science curriculum
3. demonstration, by an appropriate score on the general test of the Graduate Record Examination, of competence in the discipline of computer science

See the Admission Criteria section of this catalog for more information.

Each student must submit scores from the Graduate Record Examination general test. This requirement may be waived for a student who graduated with a GPA of 3.0 or higher on a 4.0 scale from an institution accredited by the CAC Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012 – telephone (410) 347-7700. It is strongly recommended that each student submit a score from the GRE Subject Exam in Computer Science, particularly students who wish to be considered for funding opportunities.

Additional details of these requirements may be obtained directly from the department. Applicants who present most but not all of these qualifications may be considered for conditional admission.

Degree Requirements
Doctor of Philosophy
The doctor of philosophy degree is regarded as a research degree and is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and the capacity for independent, original investigation. The first two criteria are tested in coursework and a qualifying examination, the last by a dissertation that must present the results of substantial research clearly and effectively. A combination of these accomplishments, rather than the mere accumulation of residency and course credits, is the essential consideration in awarding the PhD degree.

A minimum of 48 semester hours of course credit is required. Graduate credit may not be obtained for courses at the 400-level. Approval of the selection of courses must be obtained from the student's advisor and supervisory committee, and the course of study as a whole must be unified so that all its parts contribute to an organized program of study and research. A PhD Plan of Study (available at the Graduate School website) must be prepared and submitted to the Graduate School not later than the semester in which the student accumulates 30 hours of transfer and/or UA course work.

Students also must complete at least 24 semester hours of dissertation research and have fulfilled residency, passed the comprehensive (preliminary) and other exams. A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination. See the website for the Department of Computer Science and details below on plan of study, admission to candidacy, and all other degree requirements.

All requirements for the PhD must be completed within seven years (21 fall, spring and summer semesters) of the admission semester. See this catalog’s time limits section below.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate
teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e., the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).
Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:
- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:
- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a nationally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related
Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to “opt in” to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are met; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving
Departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

<table>
<thead>
<tr>
<th>Final-Semester Dissertation (699) Minimum Registration Hours</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</td>
<td></td>
</tr>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
</tbody>
</table>
"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see "USCIS" section under "Minimum Hours--Other Policies and Regulatory Bodies" on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which
requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**
At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of Electrical and Computer Engineering (ECE)**

- **Majors**
  - Electrical and Computer Engineering (MS) (p. 436)
  - Electrical and Computer Engineering (Ph.D.) (p. 439)

[object Object]

Master’s degree students may earn graduate credit for a maximum of 6 semester hours of 400-level course credit but only if a form for Approval of 400-Level Course Work for Master’s Credit (p. 5) is approved by the department and Graduate School prior to the semester in which the 400-level coursework will be taken.

**ECE508 Communications**
Hours 3
Analog and digital communication systems, random signals, sampling, filtering, analog-to-digital encoding, advanced digital modulation/demodulation, source encoding/decoding, channel encoding/decoding, multiplexing, system performance analysis.
Prerequisite(s): ECE 370 and MATH 355
Prerequisite(s) with concurrency: ECE 509

**ECE509 Communications Lab**
Hours 1
Modeling and design of communication systems. Familiarization with specialized communications equipment and techniques. Proper use of laboratory instruments.
Prerequisite(s): ECE 370 and MATH 355
Prerequisite(s) with concurrency: ECE 508

**ECE530 Solid State Devices**
Hours 3
Solid state physics for semiconductor devices, PN junction, metal semiconductor, JFET/MESFET, MOSFET, BJT, and non-ideal behaviors of solid state devices. Organic thin film devices, including organic solar cells, thin film transistors, light emitting diodes, and their application for flexible displays.
Prerequisite(s): ECE 330

**ECE532 VLSI Design**
Hours 3
Digital design issues in the context of VLSI systems. Introduction to CMOS digital design methodology, layout techniques, behavior models, circuit simulation and testing of complex systems.
Prerequisite(s): ECE 332

**ECE534 Mixed Signal Circuits**
Hours 3
Design and testing issues in the context of mixed-signal embedded systems. Introduction to CMOS mixed-signal design methodology, layout techniques, analog to digital converters, digital to analog converters, circuit simulation and testing and packaging of complex mixed-signal systems.
Prerequisite(s): ECE 332

**ECE538 Integr Circuit Fabric Prin**
Hours 3
Study of the processing tools used in semiconductor device fabrication. Topics include semiconductor fundamentals, semiconductor device fabrication processes, interconnections and contacts, integrated circuit packaging, and chip yield. Oral presentation and advance analytical work required.

**ECE539 Thin Film Technology**
Hours 3
Crystal structure and defects, film nucleation and growth models, growth of polycrystalline and epitaxial films, vacuum science technology, physical and chemical vapor deposition, solution based methods, thin film characterization techniques.
Prerequisite(s): ECE 225 or PH 253

**ECE540 Electromagnetic Waves**
Hours 3
Mathematics and physics of the radiation, propagation and scattering of electromagnetic waves. Boundary value problems involving finite and infinite structures, waveguides, antennas and media.
Prerequisite(s): ECE 340

**ECE551 Power Electronics**
Hours 3
Prerequisite(s): ECE 332 and ECE 350

**ECE552 Power Electronics Laboratory**
Hours 1
Laboratory experience in three phase power systems and electric machinery. Laboratory experience on the theory and operation of power electronic converters, systems and machine drives.
Prerequisite(s): ECE 350 and ECE 332
Prerequisite(s) with concurrency: ECE 551
ECE553 Power Systems
Hours 3
Basic power systems concepts and per unit quantities; transmissions line, transformer and rotating machine modeling; power flow; symmetrical component of power systems; faulted power system analysis.
Prerequisite(s): ECE 350

ECE554 Power Systems Laboratory
Hours 1
Test and analysis of power systems and machine devices and the design of systems using devices.
Prerequisite(s): ECE 350
Prerequisite(s) with concurrency: ECE 553

ECE555 Electromechanical Systems
Hours 3
Static and dynamic modeling, analysis, and simulation of mechanical, electrical, hydraulic, and mixed systems. MATLAB and SIMULINK model development and simulation.
Prerequisite(s): ECE 225 and MATH 238

ECE561 Quantum Well Elec & Devices
Hours 3
Energy levels and wave functions of semiconductor microstructures; envelope function approximation; quantum wells, superlattices; excitons; optical and electrical properties; selection rules; quantum confined Stark Effect; Wannier-Stark localization; field-effect transistors, tunneling devices, quantum well lasers, electro-optic modulators, quantum-well intersubband photodetectors.
Prerequisite(s): ECE 330 or PH 253

ECE562 Semiconductor Optoelectronics
Hours 3
Elemental and compound semiconductors; fundamentals of semiconductors physical properties, solid state physics, optical recombination and absorption, light emitting diodes, quantum well lasers, quantum dots lasers, blue lasers, semiconductor modulators, photodetectors, semiconductor solar cells and semiconductor nanostructure devices.
Prerequisite(s): PH 253

ECE563 Magnetic Materials & Devices
Hours 3
Diamagnetism and Paramagnetism, Ferromagnetism, Antiferromagnetism, Ferri magnetism, magnetic anisotropy, domains and the magnetization process, fine particles and thin films, magnetization dynamics.
Prerequisite(s): ECE 340

ECE566 Fund of Nanotechnology
Hours 3
Nanofabrication with electron beam lithography, focused ion beam, lithography, and nanoimprint; microscopies for nanostructures, including SEM, EDX, TEM, AFM, STM; nano-scale devices based on nanostructured materials (carbon nanotubes and metal oxide nanomaterials.).
Prerequisite(s): ECE 330 or PH 253

ECE579 Digital Control Systems
Hours 3
Frequency and time domain methods in discrete time control systems; sampling of continuous-time signals, stability, transform design techniques, state variable analysis, and design techniques.

ECE580 Digital Systems Design
Hours 3
Digital systems design with hardware description languages, programmable implementation technologies, electronic design automation design flows, design considerations and constraints, design for test, system on a chip designs, IP cores, reconfigurable computing, digital system design examples and applications.

ECE581 Digital Systems Design Lab
Hours 1
Logic design and simulation via hardware description languages, use of electronic design automation tools, and CPU design.

ECE582 Comp Visn Dig Image Proc
Hours 3
Introduction to computer vision and digital image processing with an emphasis on image representation, transforms, filtering, compression, boundary detection, and pattern matching.
Prerequisite(s): MATH 355 and CS 124

ECE584 Adv Computer Architect
Hours 3
Computer architectures, computer design, memory systems design, parallel processing concepts, supercomputers, networks, and multiprocessing systems.

ECE585 Programmable Logic Controllers
Hours 3
Programmable Logic Controllers, fundamentals of ladder logic programming and PLC systems, advanced PLC operation and related topics including networking, control applications, and human machine interface design.
Prerequisite(s): ECE 383

ECE586 Embedded Systems
Hours 3
Integration of microprocessors into digital systems. Includes hardware interfacing, bus protocols and peripheral systems, embedded and real-time operating systems, real-time constraints, networking and distributed process control.
Prerequisite(s): ECE 383. Corequisite: ECE 587

ECE587 Embedded Systems Laboratory
Hours 1
Design and implementation experience with microcontrollers, interfacing, digital control systems, bus protocols and peripheral systems, real-time constraints, embedded and real-time operating systems, distribution process control.
Prerequisite(s): ECE 383 Corequisite: ECE 586
ECE588 Computational Intelligence
Hours 3
Computational Intelligence is a discipline that relies on biologically inspired computation to solve real-world problems that otherwise are infeasible or impossible to solve using classical engineering approaches. The course will cover the fundamental techniques of computational intelligence and study practical applications in real-world engineering problems.
Prerequisite(s): MATH 355 or consent of instructor.

ECE593 Special Topics
Hours 1-5
Advanced topics of a specialized nature.

ECE598 Non-Thesis Research
Hours 1-6
No description available.

ECE599 Thesis Research
Hours 1-12
No description available.

ECE637 Fund Solid State Engineering
Hours 3
Fundamentals of solid state physics and quantum mechanics are covered to explain the physical principles underlying the design and operation of semiconductor devices. The second part covers applications to semiconductor microdevices and nanodevices such as diodes, transistors, lasers and photodetectors incorporating quantum structures.
Prerequisite(s): PH 253

ECE638 Adv. in Integ. Circuit Process
Hours 3
Semiconductor roadmap; wafer cleaning, thin film deposition processes, advanced lithographic techniques, wet/dry etching; deep reactive ion etching, chemical mechanical planarization; ultr thin oxides; low k dielectrics, high k materials; interconnect metallization; and self assembly.
Prerequisite(s): ECE 438 or ECE 538

ECE661 Advanced Quantum Electronics
Hours 3
Advanced quantum mechanics; operators and Hilbert space; Lagrangian and Hamiltonian; quantization of harmonic oscillators and electromagnetic fields; perturbation theory; interaction of light and matter; quantum treatment of stimulated emission, spontaneous emission and absorption, laser rate equations; semiconductor laser theory.
Prerequisite(s): PH 253

ECE662 Advanced Nanoscience
Hours 3
Advanced quantum physics; basics of nanotechnology, molecular and nanoelectronics; fundamentals in nanophotonics; interaction of light and matter; nanostructure characterization; bionanotechnology.
Prerequisite(s): PH 253

ECE663 Spin Electronics
Hours 3
Prerequisite(s): ECE 463 or ECE 563

ECE680 System-on-Chip Design
Hours 3
Basic issues in System-on-Chip (SOC) design, SOC hardware structures, SOC design methodologies, system-level design of complex SOCs, configurable processors, advanced topics in SOC design.
Prerequisite(s): ECE 580/581 or consent of instructor

ECE693 Special Topics
Hours 1-9
Advanced topics of a specialized nature.

ECE699 Dissertation Research
Hours 1-12
No description available.

Faculty
Chair
Tim Haskew
Professor
Tim Haskew

Electrical Engineering, MS

Admission Requirements
Applicants for graduate work in electrical and computer engineering must apply for admission to the Graduate School. Each applicant must submit a statement of purpose. Regular admission may be granted to an applicant who has an electrical engineering degree from an ABET-accredited program and an overall GPA above 3.0 on a 4.0 scale. Electrical engineering graduates from non-ABET accredited programs can be awarded regular admission if they have overall GPAs of 3.0 on a 4.0 scale and an acceptable general test score on the Graduate Record Examination. Conditional admission may be granted to applicants who do not meet these requirements, such as those who have degrees in related fields or GPAs below 3.0. International students must have minimum TOEFL scores of 585 for the MS degree program and 620 for the PhD program.

Additional information is in the Admission Criteria section below.
See the Admission Criteria section of this catalog for more information.

Degree Requirements
Master of Science
The department offers MS degrees with a thesis (Plan I) and a nonthesis (Plan II) option.

Plan I requires 30 credit hours with at least 24 at the graduate level (i.e., at the 500 or 600 level). These credit hours must include at least 12 hours in a concentration area within electrical and computer engineering;
Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has completed and passed the course in question. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s
candidacy if they wish, but the Graduate School does not monitor it and
will not accept master’s candidacy forms. Doctoral candidacy is not
affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the
ability to interpret materials is required of all master’s degree candidates
who pursue Plan I. The subject chosen must be in the major field and
must be approved by the graduate committee of the major department or
school and by the head of the student’s major department or division.

The final oral defense is the culminating experience in the master’s
program. As such, all members of the thesis committee are expected
to attend and participate in real time. Virtual attendance via interactive
video or teleconference is permitted for off-campus external committee
members, but Tuscaloosa campus faculty should attend in person unless
extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, "article-style dissertations" are unified works that
include several distinct but related studies of research or creative activity,
each of which is of publishable quality. The University does not permit an
"article-style thesis" to be presented for a master’s degree.

Journal Format.

A “journal-format thesis” is acceptable. Such a thesis follows the format
of a particular journal in which the student and advisor want the thesis
to be published. To prepare a journal-format thesis, the student uses
the journal's "information for authors" or similarly titled guidelines in
conjunction with the Graduate School's Student Guide to Preparing
Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed
by the dean of the Graduate School. A form for Appointment or Change
of Master’s Thesis Committee is used to request that the graduate dean
appoint a thesis committee. The request normally is made as soon as
the successful defense of the thesis proposal has been completed.

All members of a thesis committee must be members of the Graduate
Faculty. The Committee Chair must be a full or associate member of the
Graduate Faculty. One member must be from outside the student’s major
department. If the outside member is not a full or associate member of
the UA Graduate Faculty (e.g., a highly qualified person from another
university, a business or industry), the graduate dean needs to appoint
that member by approving Temporary Graduate Faculty status for the
specific purpose of serving on the student’s thesis committee. Unless
there are extraordinary circumstances meriting approval by the graduate
dean before the final oral defense of the thesis, all members of the thesis
committee must attend the defense.

The candidate must give members of the examining committee a
minimum of two weeks to read the thesis before the date of the final
oral examination. A final oral examination is required of all students
completing a thesis. All members of the thesis committee must be
members of the UA graduate faculty and must attend the final oral
examination unless there are extraordinary circumstances warranting the
graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than
on paper. See the graduate school’s homepage for a link to information
on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide
to Preparing Electronic Theses and Dissertations, available on the
Graduate School’s website. Approval of the thesis by the graduate dean is
necessary before graduation.

The thesis should be completed, if possible, while the student is in
residence at the University. To request permission to complete a thesis
in absentia, the student must, before leaving the University, submit a
satisfactory outline of the thesis, as well as evidence that adequate
facilities are available where the work will be done, to the head of the
student’s major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial
benefits for society, but it also can pose troubling ethical questions. The
mission of the University's Institutional Review Board (IRB) for Protection
of Human Subjects is to ensure that research involving human subjects
is conducted ethically. University and federal policies require that review
and approval to use human subjects in research precede the research.
In the case of thesis research that involves the use of human subjects in
any way, the principal investigator is responsible for contacting the
college Human Research Review Committee to obtain approval for the
planned research.

Comprehensive Examinations

In addition to the regular course examinations, a final comprehensive
examination representing a “culminating” or “capstone” experience for a
degree is required of all candidates for the master’s degree (except for
those candidates pursuing the master of accountancy, the master of
business administration, the master of library and information studies,
the master of social work, and the master of tax accounting). The
comprehensive examination is a culminating experience in which the
student is expected to integrate prior learning. Each department, with
approval of the Graduate Council, determines the most appropriate
format. The various exams may consist of one or more of the following:

• a written and/or oral examination based on the content of the degree
program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from
previous courses;
• a research paper, a "policy and practice" paper, or equivalent
experience;
• a public performance or exhibition along with a contextualizing paper;
and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2
above, then the examining committee for comprehensive examinations
must consist of at least three members of the graduate faculty from
that department and appointed by the dean of the Graduate School.
The examination must be given at least six weeks before the date of
graduation (two weeks before for Plan II) and reported promptly to the
dean of the Graduate School on appropriate forms. A final report, on the
Master’s/EdS Examination Form is on the Graduate School website.
The form should be submitted when all examinations are completed. A
student may take the final oral or written examination only twice. Failing
the examination twice results in dismissal from the degree program and
the Graduate School.

Application for Graduation

Each candidate for a master’s degree must apply for graduation through
myBama no later than the registration period for the semester or the first
session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.**

**Electrical Engineering, Ph.D.**

**Admission Requirements**

Applicants for graduate work in electrical and computer engineering must apply for admission to the Graduate School. Each applicant must submit a statement of purpose. Regular admission may be granted to an applicant who has an electrical engineering degree from an ABET-accredited program and an overall GPA above 3.0 on a 4.0 scale. Electrical engineering graduates from non-ABET accredited programs can be awarded regular admission if they have overall GPAs of 3.0 on a 4.0 scale and an acceptable general test score on the Graduate Record Examination. Conditional admission may be granted to applicants who do not meet these requirements, such as those who have degrees in related fields or GPAs below 3.0. International students must have minimum TOEFL scores of 585 for the MS degree program and 620 for the PhD program.

Additional information is in the Admission Criteria section below.

See the Admission Criteria section of this catalog for more information.

**Degree Requirements:**

**Doctor of Philosophy**

In the electrical and computer engineering department, the PhD degree requires a minimum of 48 credit hours of coursework. This must include 27 credit hours of closely related coursework in the major area. In addition, each student’s program must include 15 hours in a minor field of electrical and computer engineering or other approved area; six hours in mathematics, general engineering studies, or science (physics, chemistry, or biology); and 24 hours of dissertation research.

Early in the program each student meets with an advisor to complete a Plan of Study. The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree.

All candidates must pass a qualifying examination and a final examination. The final examination is generally a presentation and defense of the dissertation. A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the qualifying examination.

See below for details on plan of study, admission to candidacy, and all other degree requirements.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general
requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may...
be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.
2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English language and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
doctoral candidates. This examination is given after
A preliminary or comprehensive qualifying examination is required of all
school when the student submits the form for Admission to Candidacy
An amended Plan of Study (if needed) must be submitted to the Graduate
school. All doctoral students must have a completed Plan of Study
(EdD, DNP) are available from the student's department, college or
The PhD Plan of Study and DMA Plan of Study are available at the
will be completed, discuss research interests, and so forth. Then a Plan of
it is deemed that an out-of-date course is integral to the degree program,
courses previously approved for the plan of study.
If a student fails to complete all degree requirements within the time
limit for the student's doctoral program or within a one-semester
extension approved as noted above, the student will be dropped
(suspended) from the doctoral program. To complete a doctoral
degree, the student would have to reapply for admission and
be admitted by the department and Graduate School. Graduate
Council policies do not provide the option for a student failing to
complete within the time limit to revalidate (recertify) either UA or
transfer courses completed more than six years prior to the date of
admission. Thus, a readmitted student would be able to apply to the
new admission only those courses approved by the department and
Graduate School and completed within the six years (18 fall, spring, and
summer semesters) prior to the new admission.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and
it is deemed that an out-of-date course is integral to the degree program,
the college dean may request permission of the Graduate School for such
a course to be repeated. In this case, both grades are used in calculation
of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the
appropriate departmental adviser or major professor to select courses,
discuss when and by which method the doctoral residency requirement
will be completed, discuss research interests, and so forth. Then a Plan of
Study must be prepared and submitted to the Graduate School.
The PhD Plan of Study and DMA Plan of Study are available at the
Graduate School website. The Plan of Study for other doctoral programs
(EdD, DNP) are available from the student's department, college or
school. All doctoral students must have a completed Plan of Study
approved by the Graduate School no later than the semester during which
the student will complete 30 semester hours of UA and/or transfer credit
toward the doctoral degree. Otherwise, a "hold" may be placed on future
registrations.
An amended Plan of Study (if needed) must be submitted to the Graduate
School when the student submits the form for Admission to Candidacy
for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all
doctoral candidates. This examination is given after
- any foreign language/research skill requirements are met (PhD
  students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate
  preparation in the major and minor fields of study.
The examination is conducted by the student's supervisory committee
or other committee established in the program area. Whereas one of the
purposes of the preliminary examination is to determine the student's
research competence to begin work on a dissertation, the examination
should be completed at least nine months before the degree is to be
awarded. A student may take the oral or written examination only twice.
Failing the examination twice results in dismissal from the degree
program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the
qualifying (major or preliminary) examination; completion of all
coursework as listed on the approved program of study; receiving
departmental approval of the dissertation subject (although some
departments require the defense of a dissertation proposal and/or writing
one or more preliminary sections of the dissertation as well); and having
the committee recommend the student for Admission to Candidacy for
the Doctoral Degree. The completed candidacy form is submitted to the
Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy,
received approval for the dissertation research proposal, or initiated
enrollment in 699 (dissertation research for a doctoral degree), the
student must pursue completion of the dissertation without interruption
by enrolling each fall and spring semester of the academic year for
at least 3 hours of dissertation research. Summer enrollment for 699
Dissertation Research is expected if the student is working on the
dissertation and using any University facilities or resources, including
faculty time, but the only time summer registration is required for
dissertation research (3 hours minimum) is when a doctoral student is
graduating in August or defending the dissertation during the summer
semester. This is true whether or not the student has formally submitted
an Application for Admission to Candidacy.
Each PhD student must have completed a minimum of 24 hours of
dissertation work upon completion of the degree. The amount of
dissertation research for which a student enrolls in any given semester
should be commensurate with the progress a student is expected to
make on the dissertation, as well as reflective of the extent to which
University facilities and faculty time are invested in the proposed
activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness,
manageability and significance of the projected research. The student
formally presents the written proposal to the dissertation committee
and defends it in a meeting with the committee. The proposal normally
includes an introduction giving an overview and stating the significance
of the proposed research, review of the literature, and methodology.
Departments determine the details of the dissertation proposal's format
with respect to such things as the length of the introduction and detail of
the review of the literature.
Once the student and dissertation chair have developed a proposal, and
the graduate dean has approved the dissertation committee, the student
schedules the dissertation proposal meeting that includes all committee
members. The student cannot propose a dissertation and have its final
defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and
skill in organization, writing and presentation must be prepared on a
topic in the major field. It must constitute an original contribution to
knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the <em>completed</em> electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
</tbody>
</table>

After 4:45 p.m. on the last-possible 1 day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)

After 4:45 p.m. on the last-possible 3 day to register or add a course for the student’s final semester (date published in the University Academic Calendar)

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

**Electronic submission of dissertations:** August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

**Final Examinations**

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

**Application for Graduation**

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

**Clearing the Academic Record for Commencement**

At least one week before commencement, the candidate’s record must have been cleared for graduation.

**Attendance at Commencement**

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

**Withholding or Withdrawing an Advanced Degree**

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

**Department of Mechanical Engineering (ME)**

Two basic plans are available for earning an MS degree, one requiring a thesis (Plan I) and one not requiring a thesis (Plan II). The Plan II option is also available via distance to off-campus students. During the first semester, a student enrolled in any graduate program should form a supervisory committee and, in counsel with an adviser, submit a program of courses for the degree. Forms and information for this purpose can be obtained from the departmental office.

- Majors
  - Mechanical Engineering (MS) (p. 446)
  - Mechanical Engineering (Ph.D.) (p. 448)

The department has active research programs in acoustics, additive manufacturing, additive repair, additive friction stir, in automotive engineering, acoustics, biomedical engineering, combustion, computational modeling and simulation, computational fluid dynamics and heat transfer, internal combustion engines, control systems, dynamic systems and control, IC engines, control systems, energy systems, energy conservation, fatigue and fracture mechanics, fluid mechanics, heat transfer, high strain rate mechanics, HVAC, manufacturing, materials processing and characterization, mechatronics, renewable & sustainable energy, robotics, smart manufacturing structural mechanics, sustainable manufacturing, vehicle dynamics, and vibrations. To support research, the department maintains well-equipped laboratories for bio-robotics, controls, combustion, computational mechanics, engines, energy assessment, computer-aided automation, HVAC, manufacturing, numerical modeling, structures, vibro-acoustics and sound quality, metrology and precision engineering, and vehicles manufacturing, propulsion and space exploration, vibrations, and vehicle dynamics. To support research, the department maintains well-equipped laboratories for engines, computer-aided automation, numerical modeling, vibro-acoustics and sound quality, metrology and precision engineering, combustion, and propulsion and space exploration. The department also maintains a modularized area capable of supporting many separate
projects, as well as a student machine shop. Students have easy access to modern computer facilities, including a departmental computer room.

ME501 Mech Engr Analysis I
Hours 3
Analysis of mechanical engineering systems; presentations and application of advanced analysis techniques for continuous and discrete dynamic systems.

ME503 Intermed Gas Dynamics
Hours 3
Basic equations and concepts of compressible flow; shock and expansion waves; and development of the generalized one-dimensional equations and solution of these equations for various types of flow, using computer software.

ME506 Found Thermal Power Gen
Hours 3
Thermal power systems; components, process analysis and modeling, fuels, combustion, environmental aspects, and availability analysis in steam and gas turbine plants. Examination of recent trends such as cogeneration and combined cycles.

ME509 Intermed Heat Transfer
Hours 3
Intermediate treatment of conduction, convection, and radiation heat transfer.
Prerequisite(s): ME 309 and AEM 311

ME516 Fnd Energy Conserv & Mgt
Hours 3
Analysis and management of energy use in residential, commercial, and industrial applications, including lighting, heating and cooling, controls, and energy management systems. Topics include economics, auditing, energy management, and alternative energy sources.

ME518 Princ of Combustion I
Hours 3
Combustion thermodynamics, flame temperature and equilibrium compositions, ignition processes, detonation and deflagration, diffusion flames, and similitude; assigned papers.

ME522 Reliability Maint & TPM
Hours 3
No description available

ME530 Fuzzy Set Theory & Application
Hours 3
No description available
Prerequisite(s): GES 257

ME562 Intermediate Dynamics
Hours 3
Dynamics of systems in moving coordinate frames; Lagrangian formulation and Hamilton’s principle; stability and perturbation concepts for rigid body motion; motion of systems of rigid bodies in three dimensions.

ME570 Mechanical Vibrations
Hours 3
Formulation and solution of free and forced vibration problems for undamped and damped systems with single and multiple degrees of freedom. Both modal and frequency response techniques are discussed. An introduction to continuous systems is included.

ME571 Fundamentl Of Acoustics
Hours 3
Fundamental physical principles underlying wave propagation and resonance in mechanical systems. Introduces applications and provides experience in acoustic and audio measurements and the associated instrumentation.

ME577 Advanced Linear Control
Hours 3
Modern techniques for the analysis and design of linear control systems. Matrix formulation; multivariable control systems; state-variable concepts; discrete-time systems; optimization; and statistical design methods.

ME583 Computer-Aided Manufacturing
Hours 3
Introduction and application of several technologies used in computer-aided design/manufacturing, including computer-aided design, solid modeling, rapid prototyping, geometric dimensioning and tolerancing, machining process optimization, NC programming CNC machines, software-based product, and process design in machining.

ME585 Computer-Aided Design
Hours 3
Basics of computer-aided design including solid modeling, model assembly, structural and thermal analysis, mechanism simulation, and parametric/optimization study. Interactive computer programs are used to design and analyze mechanical components/devices.

ME591 Special Problems
Hours 1-3
Credit awarded is based on the amount of work undertaken.

ME594 Special Project
Hours 2-6
Planning, executing, and presenting results of an individual project involving a research design, analysis, or similar undertaking.

ME598 Non-Thesis Research
Hours 1-3
No description available

ME599 Thesis Research
Hours 1-12
No description available

ME605 Classical Thermodynamics
Hours 3
Classical macroscopic thermodynamic analysis of systems, pure substances, mixtures, and reacting systems.
ME607 Conduction Heat Transfer  
Hours 3  
Transient, multidimensional heat conduction in various geometries, and the mathematical and numerical means to analyze them.

ME609 Convection Heat Transfer  
Hours 3  
Laminar and turbulent internal and external flow, natural convection, and the mathematical and numerical means to analyze them.

ME618 Princ Of Combustion II  
Hours 3  
Parameters of confined combustion; evaporation of fuel, velocity of flames, detonation, and chamber design; dynamic effects; and measuring techniques. Assigned papers.

ME674 Nonlinear Control Systems  
Hours 3  
Analysis of nonlinear systems. Nonlinear controller design techniques. State variables, phase plane analysis, describing functions, and Lyapunov stability theory.  
Prerequisite(s): ME 475 OR ECE 475

ME691 Special Problems  
Hours 1-6  
No description available

ME694 Special Project  
Hours 2-6  
Planning, executing, and presenting results of an individual project involving a research design, analysis, or similar undertaking.

ME698 Non-Dissertation Res  
Hours 1-3  
No description available

ME699 Dissertation Research  
Hours 1-12  
No description available

Faculty  
Chair  
K. Clark Midkiff  
Professor  
K. Clark Midkiff

**Mechanical Engineering, MS**  
**Admission Requirements**  
Descriptions of the Graduate School Admission Criteria and the College of Engineering General Admission requirements are listed below.  
See the Admission Criteria section of this catalog for more information.  
A master’s degree applicant for a mechanical engineering program should normally have a baccalaureate degree in mechanical engineering from an ABET-accredited curriculum or a recognized international university. Applicants in related areas such as science and mathematics are encouraged to apply; however, prerequisite undergraduate courses will be required that will not apply for graduate credit.

Admission to the PhD program usually requires completion of a master’s degree; however, exceptionally qualified applicants may be admitted directly to the PhD program from the bachelor’s degree in Mechanical Engineering. Those students typically earn an MS degree while pursuing the PhD.

A GRE score is required for most applicants. For current undergraduate students applying to the Accelerated Master’s Program at The University of Alabama, no GRE score is required. For students that have applied for the MBA program, the GMAT is accepted in lieu of the GRE for admission to any of the College’s dual degree programs if the applicant has a bachelor’s degree in engineering or computer science from an ABET/EAC or ABET/CAC accredited program with a GPA of at least 3.0. International students generally must submit TOEFL or equivalent scores in English language proficiency.

**Degree Requirements**  
Graduate School Degree Requirements and College of Engineering MS and PhD degree requirements are detailed below. Also refer to the online Graduate Handbook on the departmental homepage.

**Master's Degree Requirements**

**Plan I**  
All students on teaching or research assistantships in the department are expected to pursue the Plan I option. The following are the department’s requirements for the Plan I Master’s degree:

- A minimum of 24 semester hours of approved courses (excluding ME 599 Thesis Research) that together satisfy all other course requirements for the degree
- A minimum of 12 semester hours in a major area at the 500 and/or 600 level, of which 3 hours may be in a closely related supporting area;
- A minimum of 6 semester hours of mathematics taken in the Department of Mathematics or the College of Engineering
- An approved thesis and a minimum of 6 semester hours of ME 599.

**Plan II**  
The following are the department’s requirements for the Plan II Master’s degree:

- A minimum of 30 semester hours of approved courses that together satisfy all other course requirements for the degree
- A minimum of 18 semester hours in a major area at or above the 500 level, of which 6 hours may be in closely related supporting areas
- A minimum of 6 semester hours of mathematics taken in the Department of Mathematics or the College of Engineering
- A comprehensive exam. (A Ph.D. proposal, as approved by the committee, can serve as a comprehensive exam.)
- Note that this degree may be completed via distance.

See the online Graduate Catalog (p. 4) for details on Plan of Study, Admission to Candidacy, and all other Degree Requirements.

**Master’s Degrees**  
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate
Program Requirements

Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.
Journal Format.

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations

In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Mechanical Engineering, Ph.D. Admission Requirements

Descriptions of the Graduate School Admission Criteria and the College of Engineering General Admission requirements are listed below.

See the Admission Criteria section of this catalog for more information.

A master’s degree applicant for a mechanical engineering program should normally have a baccalaureate degree in mechanical engineering from an ABET-accredited curriculum or a recognized international university. Applicants in related areas such as science and mathematics
are encouraged; however, prerequisite undergraduate courses will be required that will not apply for graduate credit.

Admission to the PhD program usually requires completion of a master’s degree; however, exceptionally qualified applicants may be admitted directly to the PhD program from the bachelor’s degree.

The GRE is not required for graduates from ABET-accredited programs. All other applicants must submit GRE scores. International students generally must submit TOEFL or equivalent scores in English language proficiency.

**Degree Requirements**

Graduate School Degree Requirements and College of Engineering MS and PhD degree requirements are detailed below. Also refer to the online Graduate Handbook on the departmental homepage.

**Doctor of Philosophy**

The following are the department’s requirements for the PhD degree:

- A minimum of 48 semester hours (excluding ME 699 Dissertation Research) of approved courses that together satisfy all other course requirements for the degree
- A minimum of 24 semester hours of coursework in the major technical area, of which 9 hours may be in closely related supporting areas
- A minimum of 12 semester hours in any minor technical areas included in the student’s program of study
- A comprehensive exam. A Ph.D. proposal or journal paper, as approved by the committee, can serve as a comprehensive exam.
- An approved dissertation and a minimum of 24 semester hours of ME 699.

Early in the graduate program, each student confers with a faculty adviser to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study is prepared and submitted to the Graduate School. The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree. Otherwise, a “hold” may be placed on future registration.

If later there are changes in the Plan of Study, the student simply submits an amended PhD Plan of Study to the Graduate School at the time that the form for Admission to Candidacy for Doctoral Degree is submitted. A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination.

See the online Graduate Catalog (p. 4) for details on Plan of Study, Admission to Candidacy, and all other Degree Requirements.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.
Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and the University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 “value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a “B” grade or better may be transferred. The student must have attained an overall graduate GPA of “B” or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a “B” overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student describes the compelling circumstances,
  - briefly describes the current status of the dissertation, and
  - includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
• If the college dean supports the petition, it is sent to the graduate dean.
• If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
• If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after
• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice.

Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The
committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the <em>University Academic Calendar)</em></td>
<td>0</td>
</tr>
</tbody>
</table>

After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)

<table>
<thead>
<tr>
<th>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Department of Metallurgical and Materials Engineering (MTE)
An interdisciplinary PhD degree in materials science is also offered (see Interdisciplinary Programs (p. 23)). The graduate program in metallurgical and materials engineering allows for close association between graduate students and the faculty.

- Majors
  - Metallurgical Engineering (MS) (p. 462)
  - Materials/Metallurgical Engineering (Ph.D.) (p. 456)

Research
Research interests of the department include thermodynamics and kinetics of molten metal processes, chemical metallurgy, metal-casting, corrosion phenomena, computer modeling of solidification and other metallurgical processes, electrodynamics of molten metals, metal matrix composites, thin-film technology, tribology, magnetic materials, microgravity effects in solidification, modeling microstructural evolution, and micromechanical behavior in cast materials, fracture mechanics, refractories, molten salts, electronic materials, thin films, and fuel cells, and phase equilibria. Facilities are available for directional and high-speed solidification, levitation melting, sputtering and chemical vapor-deposition, optical and electron microscopy, X-ray diffraction, corrosion, nanindentation, and electrochemistry, materials characterization facilities, MEMS and thermal properties, and thermodynamic properties. A metal-casting facility is equipped with up-to-date metal melting and casting equipment and is one of the finest facilities in the United States for teaching, research, and service to the metal-casting and processing industry. Well-qualified machinists are available for construction of highly specialized research equipment.

Computational facilities are comprehensive, ranging from workstations, minicomputers, and PC units with associated data-acquisition peripherals to access the campus mainframe equipment.

[object Object]
MTE519 Solidification Science
Hours 3
Overview of the principles of solidification processing, the evolution of solidification microstructure, segregation, defects and the use of analytical and computational tools for the design, understanding and use of solidification processes.

MTE539 Metallurgy Of Welding
Hours 3
Thermal, chemical, and mechanical aspects of welding using the fusion welding process. The metallurgical aspects of welding, including microstructure and properties of the weld, are also covered. Various topics on recent trends in welding research.
Prerequisite(s): MTE 380

MTE546 Macrosopic Transp Mat Proc
Hours 3
Elements of laminar and turbulent flow; heat transfer by conduction, convection, and radiation; and mass transfer in laminar and in turbulent flow; mathematical modeling of transport phenomena in metallurgical systems including melting and refining processes, solidification processes, packed bed systems, and fluidized bed systems.
Prerequisite(s): MATH 238 and MTE 353
Prerequisite(s) with concurrency: MTE 271

MTE550 Sputtered Thin Film Basics Ap
Hours 3
This course will cover fundamental technology involved in thin film processing. Plasma deposition and etch technology will be discussed. The basics of plasma processing equipment will be detailed, with special emphasis on sputtering tools. A range of thin film applications will be explored, with examples of magnetics, semiconductor, optical, and medical applications. The fundamentals of process optimization using a Design of Experiments will be taught with a test case of process optimization for the final exam.
Prerequisite(s): With permission of instructor.

MTE556 Advanced Mechanical Behavior
Hours 3
Topics include elementary elasticity, plasticity, and dislocation theory; strengthening by dislocation substructure, and solid solution strengthening; precipitation and dispersion strengthening; fiber reinforcement; martensitic strengthening; grain-size strengthening; order hardening; dual phase microstructures, etc.
Prerequisite(s): MTE 455

MTE562 Metallurgical Thermodyn
Hours 3
Laws of thermodynamics, equilibria, chemical potentials and equilibria in heterogeneous systems, activity functions, chemical reactions, phase diagrams, and electrochemical equilibria; thermodynamic models and computations, and application to metallurgical processes.
Prerequisite(s): MTE 362

MTE567 Strengthening Mechanisms in Materials
Hours 3
Mechanisms and micromechanics of strengthening in engineering materials. This course covers the physical phenomena that contribute towards high mechanical strength in engineering materials. Principles for designing high strength materials will be addressed.
Prerequisite(s): MTE 455 or equivalent; or permission of instructor

MTE579 Advanced Physical Metallurgy
Hours 3
Graduate-level treatments of the fundamentals of symmetry, crystallography, crystal structures, defects in crystals (including dislocation theory), and atomic diffusion.

MTE583 Adv Structure Of Metal
Hours 3
Graduate-level treatments of symmetry, crystallography, crystal structures and defects in crystals. Application of analytical techniques to study crystal structures and textures in materials.

MTE585 Materls At Elevd Temps
Hours 3
Influence of temperatures on behavior and properties of materials.

MTE587 Corrosion Science & Engr
Hours 3
Fundamental causes of corrosion problems and failures. Emphasis is placed on tools and knowledge necessary for predicting corrosion, measuring corrosion rates, and combining this with prevention and materials selection.
Prerequisite(s): MTE 271 and CH 102 or CH 118

MTE591 Special Problems
Hours 1-4
Advanced work of an investigative nature. Credit awarded is based on the work accomplished.

MTE592 Special Problems
Hours 1-3
Advanced work of an investigative nature. Credit awarded is based on the work accomplished.

MTE595 Seminar Senior Thesis
Hours 1
Discussion of current advances and research in metallurgical engineering; presented by graduate students and the staff.

MTE596 Seminar
Hours 1
Discussion of current advances and research in metallurgical engineering; presented by graduate students and the staff.

MTE599 Thesis Research
Hours 1-12
No description available
MTE643 Magnetic Materials and Magnetic Recording
Hours 3
This course provides knowledge on basic magnetism and magnetic materials of various types, and also introduces the applications. Origin of magnetism, ferro-magnetism, anti-ferro-magnetism, ferrimagnetism, hard- and soft-magnetic materials, spintronics, magnetic recording, magnetic random access memory (MRAM), spin-transfer-torque MRAM, spin transistor and Optical recording.
Prerequisite(s): MTE 271 and permission of instructor.

MTE655 Electron Microscopy Matl
Hours 4
Topics include basic principles of operation of the transmission electron microscope, principles of electron diffraction, image interpretation, and various analytical electron-microscopy techniques as they apply to crystalline materials.

MTE670 Scanning Electron Microscopy
Hours 3
Theory, construction, and operation of the scanning electron microscope. Both imaging and x-ray spectroscopy are covered. Emphasis is placed on application and uses in metallurgical engineering and materials-related fields.

MTE680 Advanced Phase Diagrams
Hours 3
Advanced phase studies of binary, ternary, and more complex systems; experimental methods of construction and interpretation.

MTE684 Fund Solid State Engineering
Hours 3
Fundamentals of solid state physics and quantum mechanics are covered to explain the physical principles underlying the design and operation of semiconductor devices. The second part covers applications to semiconductor microdevices and nanodevices such as diodes, transistors, lasers, and photodetectors incorporating quantum structures.
Prerequisite(s): MTE 271 or ECE 332

MTE687 Microstructure Evolution of Materials
Hours 3
The course will cover the fundamentals and state-of-the-art techniques used in mathematical modeling and computer simulation of microstructure formation and control during the solidification and solid state transformations of materials. The concepts and methodologies covered in this course for net-shape casting and ingot remelt processes can be applied, with some modifications, to model other materials processes such as welding, deposition, and heat treatment processes. Modeling and simulation of microstructure evolution requires complex multi-scale computational areas, from computational fluid dynamics macroscopic modeling through mesoscopic to microscopic modeling, as well as strategies to link various length-scales emerged in modeling of microstructural evolution.

MTE691 Special Problems
Hours 1-3
Credit awarded is based on the amount of work undertaken.

MTE695 Seminar
Hours 1
Presentations on dissertation-related research or on items of current interest in materials and metallurgical engineering.

MTE696 Seminar
Hours 1
Presentations on dissertation-related research or on items of current interest in materials and metallurgical engineering.

MTE699 Dissertation Research
Hours 1-12
No description available

Faculty
Head
Mark Weaver
Professor
Mark Weaver

Materials/Metallurgical Engineering, Ph.D.

Admission Requirements
See the Admission Criteria section of this catalog for more information.

Degree Requirements
The program for the PhD in the area of materials/metallurgical engineering is conducted jointly with The University of Alabama at Birmingham (UAB). This arrangement permits sharing of facilities, exchange of faculty, joint seminars, and a wide choice of dissertation advisers. The PhD degree in the area of materials science is also offered, in collaboration with UAB and The University of Alabama in Huntsville. Full details of this interdisciplinary program (p. 494) may be found in this catalog.

For additional information, see the Graduate School’s general requirements for advanced degrees below.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.
Doctor of Philosophy Degree
The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization
A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements
There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies
There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree
A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UACCN), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
• a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
• a full-time spring semester plus the next full-time summer semester as defined above
• a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

• PhD in Counselor Education
• PhD in Aerospace Engineering and Mechanics
• PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chaire must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved.
This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.

- If the college dean supports the petition, it is sent to the graduate dean.

- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.

- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.
Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of
Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University’s IRB approval form is available at the IRB website.

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement

At least one week before commencement, the candidate’s record must have been cleared for graduation.
Metallurgical Engineering, MS

Admission Requirements

Admission Requirements are outlined in the Admission Criteria section of this catalog.

See the Admission Criteria section of this catalog for more information.

Degree Requirements

Plan I (thesis) is the standard MS degree plan. However, in exceptional cases, a student who has the approval of his or her supervisory committee may follow Plan II (non-thesis). A student who believes there are valid reasons for using Plan II must submit a written request detailing these reasons to the department head no later than mid-term of the first semester in residence.

All graduate students, during the first part and the last part of their programs, are required to satisfactorily complete MTE 595 Seminar Senior Thesis (first part) and MTE 596 Seminar (last part). This required credit is in addition to the other degree requirements. Additional information is in the Degree Requirements section of this catalog.

Master's Degrees

The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate
School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

**Journal Format.**

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a ”policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of
graduation (two weeks before for Plan II) and reported promptly to the
dean of the Graduate School on appropriate forms. A final report, on the
Master’s/EDS Examination Form is on the Graduate School website.
The form should be submitted when all examinations are completed. A
student may take the final oral or written examination only twice. Failing
the examination twice results in dismissal from the degree program and
the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through
myBama no later than the registration period for the semester or the first
session of the summer term in which requirements for the degree are to
be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The
University of Alabama may be applied to the requirements for a second
master’s degree, but only if the department of the second master’s agrees
to the courses in the plan of study. Any hours from the previous master’s
degree must have been earned during the six years (18 fall, spring, and
summer semesters) immediately preceding the date on which the second
degree is to be awarded. ***Please note that if a student double counts
six hours between two master’s degrees, no hours may double count
toward any additional master’s degrees.

College of Human Environmental
Sciences
Department of Clothing, Textiles, and Interior Design (p. 466)
Department of Consumer Sciences (p. 467)
Department of Health Science (p. 470)
Department of Human Development and Family Studies (p. 481)
Department of Human Nutrition and Hospitality Management (p. 483)
Human Environmental Sciences, M.S. (p. 485)

General Degree Requirements
The following is a brief summary of requirements; students should confer
with their department heads for additional information. A program plan
for completing course requirements for the master’s degree must be
approved by the student’s major advisor and committee and filed in
the office of the dean of the College of Human Environmental Sciences
no later than the beginning of the second semester of graduate study.
Program plans are based on undergraduate preparation, previous
experiences and expressed objectives for graduate study. Students
pursuing the master of science in human environmental sciences can specialize in one of the following areas: clothing, textile, and interior
design; consumer sciences; human nutrition; human development and
family studies; and general studies in human environmental sciences.
Students may complete degree requirements following Plan I (thesis) or
Plan II (nonthesis).

Plan I (thesis)
All Plan I students must earn a minimum of 24 semester hours of credit,
including HES 509 Research Methods, one course in statistics, and 18
hours in courses in the area of specialization and in areas supporting
the specialization. In addition, all Plan I students must complete at least
six semester hours of thesis research and write a thesis. The format of
the thesis may vary, depending on the advice and consent of the thesis
committee. A final oral examination is required upon completion of the
thesis, and a manuscript of publishable quality based on the thesis
research is expected of each Plan I degree candidate.

Plan II (nonthesis)
Students pursuing the master of science in human environmental
sciences degree under Plan II complete 30 hours of coursework,
including HES 509, and a final evaluation as determined by departmental
guidelines.

Information on all other degree requirements is in the the Degree
Requirements (p. 14) section of this catalog.

Repeating Courses in Selected Programs
Students majoring in Human Nutrition, Consumer Sciences, or Human
Development and Family Studies are permitted to repeat a course in
which a grade of C was earned. The option to repeat a course is not
available to HES students in any program other than these three. Both
grades earned will be recorded on the transcript and will be included in
the computation of the grade point average. Only one attempt will count
in the Plan of Study, and the second attempt will not reduce the minimum
number of hours required for the degree.

The Graduate Council approved the above policy as a waiver to the usual
policy on not being able to repeat a course in which a C was earned. The
policy’s effective date was September 25, 2007.

Admission Requirements
The master of science degree offered through the College of Human
Environmental Sciences reflects a diverse range of missions and
objectives. Enrollment in all specializations is limited and competitive.
Admissions are supervised by committees of the graduate faculty in each
of the specializations. General application and admission requirements
are outlined in the Admission Criteria and Application (p. 12) sections
of this catalog. Students with deficiencies in undergraduate preparation
may be required to complete designated undergraduate requirements
before admission to the program.

See the Admission Criteria section of this catalog for more information.

HESS08 Intro Research Interact Technl
Hours 3
This course is an introductory course designed to familiarize students
with methods of research appropriate for conducting research either
using web-based technology or addressing issues around technology.
Qualitative and quantitative approaches will be discussed.

HESS09 Research Methods
Hours 3
Introduction to theories and methods of research appropriate for human
sciences; examination and evaluation of current research. Selection and
planning of a research project are required.
Prerequisite(s): Admission to the Sports Business Management Graduate
Program or prior approval from program director.

HESS12 Intro Evn Hlth & Sfty Mgt
Hours 3
An overview of environmental health and safety (EH&S) management
with an emphasis on preventing workplace injuries and illnesses.
Relevant science and engineering, employment and career opportunities,
governmental regulations and insurance matters affecting EH&S are
explored.
HESS13 OCC HLTH SAFETY LAW
Hours 3
This course will provide students with a fundamental understanding of issues that impact upon private sector employers under Federal Occupational Safety and Health Act. Also with introduction to peripheral "toxic tort" law concepts.

HESS14 Environmental Safety and Health Regulations and Regulatory Compliance
Hours 3
This course addresses regulatory compliance as an important objective of all EH & S managers and the companies they represent. Focus is directed to workplace regulations of the U.S. Occupational Safety and Health Administration (OSHA). The purpose, history, structure, jurisdiction, and operations of the agency are presented. Major health and safety standards promulgated by OSHA are considered in some detail. Students learn how their organization can prepare for and respond to OSHA inspections effectively.

HESS16 Practical Statistics for Safety Professionals
Hours 3
This course provides students with an introduction to basic research methods and statistical analysis for safety managers. Students will be introduced to foundational concepts of problem statement development, variables, hypothesis testing, and research design. Additionally, relevant descriptive and inferential statistic used in the field of Occupational Health and Safety will be covered with an emphasis on the interpretation of results. Students will learn a variety of descriptive and inferential statistical techniques. The inferential techniques include an emphasis on statistical inference that is commonly used in safety management (e.g., t tests and correlation). The course is designed to provide the student with an understanding of the basic research methods and statistical concepts required by safety managers to identify and mitigate risks using quantitative measures.

HESS18 Environmental Law
Hours 3
This course will provide students with a framework understanding of Key Federal environmental statutes and regulatory requirements that are likely to impact upon the day-to-day operation of a business or industrial facility that a company Safety and Health Manager should be familiar with, including the Resource Conservation and Recovery Act (RCRA), Emergency Planning and Community Right to Know Act (EPCRA), Underground Storage Tank (UST) program, Clean Air Act (CAA), Clean Water Act (CWA), Oil Pollution Act (OPA), Toxic Substances Control Act (TSCA) and Federal Insecticide, Fungicide and Rodenticide Act (FIFRA).

HESS25 Workforce Development
Hours 3
This course is included in the Masters in Human Environment Science curriculum in order to give participants an additional mechanism for studying quality, health and safety, or conflict management and leadership methods, and thinking about how they can be applied through the process of teaching these methods to a workforce.
Prerequisite(s): HES 506, HES 507, & HES 508

HESS30 Managing in a High Performance Organization
Hours 3
This course will provide an interactive exploration of management skills that enable an individual to effectively communicate, build and lead teams, delegate, make presentations and manage priorities to achieve success.

HESS51 Seminar: Sport Facilities and Event Management
Hours 3
This course is designed for sport professionals desiring to increase their knowledge and understanding of Sport Facilities and Event Management.
Prerequisite(s): Graduate student in Human Environmental Sciences

HESS52 Trends And Issues in Sports Business Management
Hours 3
In-depth analysis for sport professionals to study and review management and leadership strategies in various sport organizations.
Prerequisite(s): Graduate student in Human Environmental Sciences

HESS54 Management and Administration in Sports Business Management
Hours 3
This course is designed for sport professionals desiring to increase their knowledge and understanding of management and administration issues in the sport industry.
Prerequisite(s): Graduate student in Human Environmental Sciences

HESS55 International Strategies in Sports Business Management
Hours 3
This course is designed for sport professionals desiring to increase their knowledge and understanding of management and administration issues in the sport industry.
Prerequisite(s): Graduate student in Human Environmental Sciences

HESS56 Sports Business Management
Hours 3
This course is designed for student/prospective sport industry professional desiring to increase their knowledge and understanding of current issues in sports business management and the sport industry.
Prerequisite(s): Admission to the Sports Business Management Program or prior approval from the program director.

HESS561 Marketing, Sales, and Public Relation in Sports Business Management
Hours 3
This course is designed for sport professionals desiring to increase their knowledge & understanding of marketing, sales and public relations issues in the sport industry.
Prerequisite(s): Graduate student in Human Environmental Sciences

HESS563 Finance and Accounting in Sports Business Management
Hours 3
This graduate course is designed for sport professionals desiring to increase their knowledge and understanding of financial and accounting issues in the sport industry.
Prerequisite(s): Graduate student in Human Environmental Sciences
HES565 Legal and Ethical Issues in Sports Business Management  
Hours 3
This course is designed for student/prospective sport industry professional desiring to increase their knowledge and understanding of current legal and ethical issues in sports business management and the sport industry. This class (HES 565) uses Blended (Hybrid) Delivery Methods of readings, classroom presentations and online and residential exams to present critical topics.
Prerequisite(s): Graduate student in Human Environmental Sciences

HES570 Fellowship in Sports Business Management  
Hours 3
Under the supervision of an approved and qualified sports business management professional, the graduate student will experience activities related to job specific tasks in sports business management. This full-time work experience/fellowship in the sport industry must take place in a professional organization, in which the student has been selected and offered a fellowship.
Prerequisite(s): Graduate student in Human Environmental Sciences

HES590 Sp Prob Human Envr Std  
Hours 3-6
This course is for students who desire to investigate a topic in Conflict Mediation, Management, and Negotiation (CMMN) or to complete the Capstone project.

HES591 Special Problems in Human Sciences  
Hours 3
This course is open to qualified graduate students who will study special problems in human sciences.

HES592 Special Problems in Sports Business Management  
Hours 3
Under the supervision of an approved and qualified sport management professional, the graduate student will experience activities related to job specific tasks in sport management. This full-time work experience/ fellowship in the sport industry must take place in a professional organization, in which the student has been selected and offered a fellowship.
Prerequisite(s): Graduate student in Human Environmental Sciences

HES598 Non-Thesis Research  
Hours 1-6
Development of a professional paper on a topic selected by the student and approved by the graduate committee.
Prerequisite(s) with concurrency: CSM 562 and HES 509 and CSM 564 and CSM 572

HES650 Special Topics In Hes  
Hours 3
Critical analysis of current issues in selected areas of human environmental sciences. May be taken up to a total of four times.

Faculty  
Dean  
Milla Boschung

Professors  
Milla Boschung  
Stuart Usdan

Associate Dean for Graduate Studies, Research and Assessment  
Stuart Usdan

Department of Clothing, Textiles, and Interior Design

The Human Environmental Sciences (M.S.) (p. 485) specialization in clothing, textiles and interior design provides preparation for careers in higher education, business and industry and government services, and for admission to doctoral programs in clothing, textiles and interior design and related fields.

[object Object]

CTD546 Cult Dynam Apparel Text  
Hours 3
Examination of the impact of cultural dynamics on apparel and textile production and marketing.

CTD548 History Of Costumes  
Hours 3
Study of costume development from prehistoric to modern times; includes cultural forces in relation to the evolution of costume.

CTD549 Social Psychological Aspects of Clothing  
Hours 3
Application of behavioral science theories to clothing.

CTD561 Quality Control for Textiles  
Hours 3
Quality Assurance for Textile offers the opportunity for graduate fashion retailing and apparel design students to develop a deeper and broader understanding of textile materials. Offered during the fall semester only, the class meets with the lectures and labs of CTD 461.
Prerequisite(s): CTD 261

CTD581 Practicum Cloth & Text  
Hours 1-3
Supervised experience in a business related to the major field of study.

CTD590 Spec Prob Clothing  
Hours 1-4
Independent investigation of selected topics in clothing.

CTD591 Spec Prob Interior Design  
Hours 1-4
Independent investigation of selected topics in interior design.

CTD592 Spec Prob In Textiles  
Hours 1-4
Independent investigation of selected topics in textiles.

CTD593 Readings Cloth Textiles  
Hours 3
Comprehensive review and critical evaluation of the literature in clothing and textiles.

CTD594 Readings Interior Design  
Hours 1-4
Comprehensive review and critical evaluation of the literature in interior design.
CTD595 Ctd Research I
Hours 3
Discussions emphasizing contemporary issues, trends, relevant research, professional problems, and interests of students.

CTD596 Research II Clothing & Textile
Hours 3
Survey and evaluation of current research in clothing and textiles.

CTD599 Thesis Research
Hours 1-6
No description available

Faculty
Chair
Foster, Shirley P.
Associate Professor
Koonts, Marcy L.
Thompson, Amanda
Instructors
Davis, Babs
Faulkner, Cassandra M.
Lee, Michelle
Robinson, Paula H.
Taylor, Brian
Adjuncts
Carol Kendrick
Silke Suhr
Darryl Thornton
Assistant Professors
Kissinger, Beverly A.
Peaslee, John E.
Maki, Kristin
Tong, Michelle
Foster, Shirley P.
Wimberley, Virginia S.
Sickler, Stephanie
Office Staff
Donna McGee

Department of Consumer Sciences

The Human Environmental Sciences (M.S.) (p. 485) consumer sciences specialization offers preparation for careers in government, consumer protection, financial services and extension, and for further study leading to the doctoral degree.

CSM500 Personal Insurance Plan & Mgt
Hours 3
Survey of the myriad of personal risks facing consumers and families throughout the life cycle. An emphasis is placed on the fundamentals of risk management. Includes a comprehensive study of insurance products.
Prerequisite(s): CSM 204

CSM501 Consumer Protection
Hours 3
Study of laws and agencies affecting the consumer’s well-being, sources of consumer information, and discussion of current consumer issues.

CSM502 Readings in Consumer Sciences
Hours 3
To create an awareness of foundational research and current developments within the field of consumer economics among graduate students.

CSM504 Personal Investment Plan & Mgt
Hours 3
Focus on personal investing in marketable securities. Covers the basics of investing, including detailed definitions of investment terms, descriptive materials on how securities are purchased and sold, theoretical models of security valuation and practical examples of how to calculate growth rates.
Prerequisite(s): CSM 204

CSM505 Public Policy
Hours 3
A detailed analysis of U.S. public policy, recognizing the broader social and economic impacts of selected policies. Students will develop a better understanding of how and why specific policies are implemented and assess the strengths and weaknesses of different policy structures.

CSM506 Consumer Mgt Quality Assurance
Hours 3
Provides in-depth coverage of the primary theories and methods necessary for quality assurance in a wide range of organizational settings.

CSM507 Consumr Qual Mgt Facilitn Skil
Hours 3
Provides a comprehensive study of facilitation skills necessary to lead an organization in continuous improvement.

CSM508 Consumer Quality Mgt Systems
Hours 3
Provides an in-depth analysis of management systems as a method of organizing and leading business, educational, and health care institutions. Covers the primary issues related to management systems.

CSM510 Pers Retire Plan Empl Benefits
Hours 3
Fundamentals of personal retirement planning and the selection of employee benefits.
Prerequisite(s): CSM 204
CSM514 Personal Investment Planning & Management II
Hours 3
This course expands upon the content of CSM 404/504, adding a number of new concepts that are relevant to understanding the management of investments for family and individual goal attainment. Lectures, readings, case studies, and problem sets are designed to help students in preparing for the Investment Planning section of the Certified Financial PlannerTM examination.
Prerequisite(s): CSM 504

CSM515 Customer Service Management
Hours 3
Course provides an in-depth study of the functions and structures of customer relations as it relates to business and government agencies. Course analyzes consumer needs, complaints, and education.

CSM520 Personal Estate Planning
Hours 3
Techniques of personal estate planning within the family life cycle.
Prerequisite(s): CSM 204

CSM521 Consumer Communications
Hours 3
Principles, methods, techniques, and resources used in developing, presenting, and evaluating a complete consumer communications programs.

CSM524 Addiction and Dysfunction in Money Management
Hours 3
CSM 424/524 is an exploration of addictions and dysfunctions related to managing money and finances and a brief guide for changing dysfunctional behavior related to money. The course does not provide training in diagnosing, but rather emphasizes describing behavior.

CSM525 Consumer Conflict Mediation, Management & Negotiation in the Workplace
Hours 3
Exploration of practical conflict management and a survey of the theory and practice of formal mediation. Explores the history, nomenclature, strategies and approaches to conflict mediation.

CSM527 Consumer Conflict Mediation, Management & Negotiation I
Hours 3
Explores fundamentals of workplace law as a component to mediating, managing and negotiating conflict in the workplace. Students will be trained to maximize their effectiveness as employees, managers and leaders in the workplace.

CSM528 Consumer Conflict Mediation, Management & Negotiation II
Hours 3
Advanced exploration of the dynamics and impact of communication and difference on conflict mediation, negotiation and management. Students will expand understanding of human difference on the ability to work through conflict situations. Students will develop self-evaluation skills related to conflict experiences.

CSM530 Family And Consumer Law
Hours 3
The study of family and consumer law in specific issues of marriage, parent-child relationships, divorce, and the economic consequences of divorce, as well as consumerism and a general understanding of the legal system and adversarial proceedings.

CSM535 Psychology Of Money
Hours 3
Innovative study of financial behaviors and their relationship to money management with emphasis placed on both theory and its application.

CSM537 Developing The Leader Within
Hours 3
An in-depth look at leadership principles, qualities, styles, and models with a focus on developing leadership skills and potential within the individual students. Designed to assist students in identifying opportunities for improvement.

CSM547 Digital Resources
Hours 3
Online class providing students with technological skills to live and work in a digital environment. Asynchronous class trains students in the use of computers, Internet, Web 2.0, mobile devices and other digital tools. Aids graduate students in any major with skills to enhance their career paths.

CSM549 Professional Social Networking
Hours 3
The course content is focused on current genre of communication tools identified as 'social media'. Content includes an overview of the origins of the current social media tools, definitions and terminology, and case studies of current uses of social media in specific settings. The social media tools selected are examined as discrete units and as components of larger initiatives within organizations. Connections of these tools to the functions of various organizations and individual professional initiatives are explored; the applications presented are those within large organizations, smaller groups and individual, professional offices. Popular press items on these tools as well as research foundations are included as background for the selection and use of social media. Case studies from a range of disciplines will be used as primary instructional tools. The precise suite of tools is revised each term.
Prerequisite(s): Good standing in The Graduate School and/or permission of instructor.

CSM550 Consumer Economics
Hours 3
Examination of the role of the consumer in the economy; economic analysis of market and non-market consumption activities, incorporating relevant social, psychological, political, and ecological considerations.

CSM551 Consumer Demographics
Hours 3
This course will focus on developing students’ ability to understand consumer demographics and impacts from these demographic changes. The course will cover basic concepts and measurement issues of demography as it relates to consumer and families. This class will also develop student’s ability to adapt to changing trends in a dynamic world. Writing proficiency is required for a passing grade in this course.
Prerequisite(s): N/A
Prerequisite(s) with concurrency: N/A
CSM554 Personal Income Tax Mgt Plang  
Hours 3

Analysis of personal income tax management and planning as it relates to consumers and families throughout the life cycle.
Prerequisite(s): CSM 204

CSM558 Spreadsheets in Fin. Decisions  
Hours 3

Focus is on developing a working knowledge of Microsoft Excel as it may be used to analyze problems related to personal financial planning with an emphasis on life-cycle planning and computer literacy.
Prerequisite(s): CSM 204 or RHM 474 or AC 210

CSM559 Tech of Counsl in Cons Science  
Hours 3

Introduces students to basic interactional interviewing skills and strategies. Course is beneficial to those entering the fields of financial planning, business, management, sales or any commercial activity that involves interpersonal communication. Students who plan to supervise and manage others would benefit by expanding theory with practical application. Students with career goals involved counseling families, couples and individuals regarding life decisions will benefit from this course.
Prerequisite(s): CSM 204

CSM560 Finan Plan Case Study Capstone  
Hours 3

A systems approach to financial management for individuals and families from the perspective of planner/counselor. Focuses on analytical techniques. Emphasizes identification and development of strategies for meeting client goals.
Prerequisite(s): CSM 558

CSM562 Cognition Strategy & Technology  
Hours 3

This course lays some of the cornerstones of the program emphasis in interactive technology, guiding students in the development of their philosophy and understanding about the use of technology in teaching and learning as well as human interactions. Topics include synchronous vs. asynchronous learning, paradigm shifts in how people learn, and a review of the theory serving to underpin this topic.

CSM566 Multimedia Design Development  
Hours 3

Reviews the basic schools of thought and major theorists in the field of electronic design and development. Advanced development tools in the context of actual design and development projects. Students will combine an understanding of the theory of design and development with advanced tools.
Prerequisite(s) with concurrency: CSM 564

CSM568 Emerging Technologies  
Hours 3

New technologies will be introduced as emerging tools for personal productivity, training-education, and marketing customer service areas and examined in terms of policy, implement issues within organizations and applications within the various fields of the students. Ethics, privacy and security will also be addressed.

CSM570 Coor Delivry Info W/Digtl Tech  
Hours 3

An ever-growing range of options are available for delivering information via digital technologies, including web-based tutorials, online courses, webinars, synchronous and asynchronous communication media, multimedia presentations, Web 2.0 technologies, and wireless handheld devices. The tools needed to coordinate these technologies will be addressed from the viewpoint of developer and content manager.
Prerequisite(s) with concurrency: CSM 564

CSM572 Needs Assessment Plan & Evaltn  
Hours 3

Course outcomes include demonstrated understanding of program evaluation strategies based on a systems theory model for comprehensive planning, formative and summative evaluation. These evaluation activities focus on e-learning environments and applications in a wide-range of settings. Planning models are also introduced around which projects and action research can be structured.

CSM574 Technology Privacy & Security  
Hours 3

This course is an introduction to some of the basic issues confronting technology users, especially those in today's workplaces. It is designed for entrepreneurs, small business owners and managers, freelance consultants, and anyone who works with technology but in organizations which may or may not have IT departments. It is also appropriate for those working remotely at home or concerned about privacy and security in personal technology use. The topics include threats to computer and communication systems and privacy concepts; basic security defense techniques; web and network security issues; portable device security; operating systems security issues; email security; and security issues for home networks and smaller work environments such as privately-held companies and non-profit groups.

CSM575 Entrepreneurship In Hes  
Hours 3

Sound advice and vital practical help on developing an idea into a business and the different aspects of managing a home-based or small business. Examines each segment of creating and managing a small business.
CSM576 Collaborative Tools for Project Management  
Hours 3  
This course is an introduction to the use of collaborative tools for project management. Many professionals use collaborative tools but this class emphasizes their use specifically for project management, as using collaborative tools for project management is emerging as a managerial skill set. In today’s global economy, the ability to work virtually is paramount, because organizations are increasingly distributed, with remote members and locations. Just knowing how to use virtual communication tools does not equate specifically to project management. Communication techniques in these organizations are no longer the same as they were when all members were located in the same building. Traditional managerial communication techniques do not apply to distributed teams, where in-person meetings may occur but are limited. Further, even employees who are geographically co-located need to communicate and plan using virtual means. Online collaboration tools provide opportunity for project success and will be covered, using examples and case studies from project management. Social media tools offer exciting opportunities to improve team communication, efficiency, and success and will be discussed. While online tools and strategies may be familiar to enrollees, this class focuses on the particular use of these for project management. Project management is significantly different from even usual business communications, something emphasized in the materials provided and the learning activities used in the class.

CSM580 E-Commerce@Ches  
Hours 3  
Sound advice and vital practical help on developing an idea into a business on the internet. Addresses the different aspects of designing a web site, internet marketing, the role of search engines, measuring the effectiveness or an internet strategy.

CSM581 Practicum  
Hours 3  
Supervised experience in a related business, industry, or social agency.

CSM582 Non-thesis Research  
Hours 3  
Course focuses on preparation and planning for the Capstone Project, including examination and analysis of collateral research studies. Students will prepare articles for submission to a refereed journal or presentation at a professional conference or online module.

Prerequisite(s) with concurrency: CSM 564

CSM583 Spec Prob in Inter Tech  
Hours 3-6  
This is the Capstone Project Plan II (for the IT specialization), featuring exploration of a special problem in an area of graduate study.

Prerequisite(s): CSM 564

CSM586 Consumer Mgt Human Capital  
Hours 3  
No description available

CSM589 Spec Prob Consmr Affairs  
Hours 2-6  
No description available

CSM591 Spec Prob Cons/Fam Econ  
Hours 3  
This course gives the graduate student the opportunity to work directly with a professor in the graduate program to explore a problem related to technology in Consumer Sciences.

CSM592 Prob Fam Fin Plan Couns  
Hours 2-6  
No description available

CSM593 Special Problems in Technology  
Hours 3  
This course is open to qualified graduate students who will study special problems in technology.

CSM599 Thesis Research  
Hours 1-6  
No description available

Faculty
Dean  
Boschung, Milla D.

Chair  
Nielsen, Robert

Professor  
Wright, Kenneth E.

Associate Professor  
McFadden, Anna

Assistant Professor  
Pentecost, Eve

Reddoch, Kym

McGahey, Courtneay L.

Wilmarth, Melissa

Lewis, Melvin

Hale, Michelle

Cook, Reuben

Stebbins, Richard

Fulmer, Caroline S.

Choi, Shinae

Shin, Su

Kim, Kyoung Tae

Pak, Tae-Young

Instructor  
McMath, Juanita

Department of Health Science

- Health Studies (M.A.) (p. 479)
- Health Education & Promotion (Ph.D.) (p. 473)
ATR550 Orthopaedic Basis
Hours 3
An in depth review of the anatomical structures associated with common orthopaedic injuries. Emphasis will be placed on cadaveric dissection and prosection review activities.

ATR552 Seminar in Athl. Training
Hours 3
A review of historical developments in the field of athletic training with emphasis on current challenges in the profession.

ATR554 Advanced Clin Eval Diag
Hours 3
Advanced clinical evaluation and diagnosis of structural and functional of soft tissue and skeletal injuries through the acquisition, application and integration of clinical skills. Focus on consideration of the entire kinetic chain in the examination and diagnostic process.

ATR555 Pharmacology in Athl. Trng
Hours 3
The study of pharmacologic agents used in the management of acute and chronic illnesses and their response to and impact on physical activity. Discussion of acute and chronic illnesses.

ATR556 Manual Therapy
Hours 3
Advanced evaluation of the structure and function of soft tissues and articulations. Focus on the acquisition and application of clinical skills in manual therapy with emphasis on the integration of manual therapy into the overall treatment plan.

Prerequisite(s): ATR 554 or HAT 554

ATR557 EBP Ther Modalities
Hours 3
A review of current theories, methods and techniques in the application of therapeutic modalities and a critical review of the evidence in support of these clinical practices.

ATR558 Applied Rsrch in Athl. Trng
Hours 3
The acquisition and application of advanced literature search and scientific literature interpretation skills. The refinement of scientific writing skills as they relate to the development and completion of a literature review paper.

ATR559 Management Strategies
Hours 3
A review of current organizational and educational management theories and practices for athletic trainers. Focus will be on the development of skills for the utilization of personnel and other resources in a range of professional practice settings.

ATR560 Practicum in Athletic Training
Hours 1-6
A structured field experience allowing students to focus on health and medical issues in their prospective professional practice setting. University faculty and staff will provide technical assistance.

ATR570 Fellowship in Athl. Training
Hours 1-6
A structured field experience allowing students to focus on health behavior and medical issues in the professional practice setting. Emphasis will be placed on the development and implementation of an evidence based intervention that meets the needs of the target population. University faculty and staff will provide technical assistance.

HHE500 Rural Environ/Occupatnl Health
Hours 3
The goal of the course is to help the student recognize environmental and occupational health hazards in the rural setting, the effects of exposure to these hazards, and preventive measures that should be taken to avoid them.

HHE504 Health Counseling
Hours 3
Diagnoses of individual needs and study of typical counseling cases; includes counseling, theory, and process related to health promotion.

HHE506 Tech Research In Health
Hours 3
Designed to acquaint the student with the types of research and the methods and materials necessary for scientific inquiry; includes development of a research proposal, with emphasis on form and style.

HHE515 Advances In Health Promotion
Hours 3
Open to graduate students in all divisions of the University. Designed to provide understanding pertaining to advances in the health sciences.

HHE520 Theories of Health Behavior
Hours 3
Designed to review research literature regarding health behavior and to analyze various models developed to explain health behavior.

Prerequisite(s): HHE 515

Prerequisite(s) with concurrency: HHE 515

HHE521 Basic Epidemiology
Hours 3
A course for students in health-related fields. The basic epidemiologic approach is developed; principles and methods are learned through readings (text and published studies), lectures, discussions, and the preparation of a research design by each student.

HHE526 Biostatistics
Hours 3
A course in statistical methods and concepts particularly appropriate for biomedical research and health-related subjects. Topics include descriptive statistics, probability, parametric and nonparametric procedures for one-group and two-group problems, contingency tables, and computer applications.
HHE530 Health Promotion Techniques
Hours 3
Study of current health promotional techniques and programs, designed to facilitate health behavioral change. Emphasis on review of scientific literature concerning the development, implementation, and evaluation of health promotion schemes.
Prerequisite(s): HHE 515
Prerequisite(s) with concurrency: HHE 515 and HHE 565 and HHE 520

HHE542 Pract Issues Behavl Medicine
Hours 3
Lectures and readings examine behaviors compromising overall health status, such as tobacco use, noncompliance; and behavioral aspects of medical conditions, such as heart disease, cancer, pain. Topics include bioethics, racial/ethnic disparities, and rural mental health. ONLY Rural Medical Scholars may register.

HHE565 Planning Health Promotion Programs
Hours 3
Study of planning and evaluation methods and procedures for health education and promotion programs; emphasis on review of current scientific literature.
Prerequisite(s): HHE 515-Advances In Health Promotion HHE 520-Health Behavior HHE 530-Health Promotion Techniq
Prerequisite(s) with concurrency: HHE 506 and HHE 566

HHE566 Program Evaluation in Health Education
Hours 3
Process, impact and outcome evaluation methods used to effectively evaluate health education/promotion programs in the community, medical care, school and work site are reviewed.
Prerequisite(s): HHE 515 HHE 520 HHE 530
Prerequisite(s) with concurrency: HHE 506 and HHE 565

HHE585 Internet Project
Hours 3
Provides for teaching laboratory, internship, and/or practicum experiences for students, according to individual needs and goals.

HHE586 Environmental Health Promotion
Hours 3
This course provides a careful study of the physical and human environment and its influence on health and disease. The course also examines implications for environmental health promotion.

HHE587 Diversity
Hours 3
The purpose of this project is to examine a case study detailing a unique cultural view/experience of the American health system. It also serves to provide health education and promotion strategies to engage diverse populations in interventions.

HHE588 Sexuality Education: Theory and Practice
Hours 3
Sexuality Education: Theory and Practice deals with contemporary issues in sexuality education in all settings. Issues include how sexuality education should be handled by parents, teachers, and community leaders; controversies surrounding sexuality education; pros and cons of various forms of sexuality education; and, the importance of understanding your own sexuality.

HHE589 Women and Health
Hours 3
The purpose of this course is to emphasize the importance of understanding women’s experiences and life circumstances when planning, implementing and evaluating health programs or interventions.

HHE590 Cert Hlth Ed Specialist Study
Hours 3
Course is designed to help students develop and/or refine skills related to the planning, implementation, and evaluation of health education programs in various settings. Completion of the course is also intended to prepare students for the Certified Health Education Specialist examination.

HHE595 Workshop In Health
Hours 3
Advanced study of special topics in health education and health promotion.

HHE596 Independent Study
Hours 1-6
Designed to provide the opportunity for independent research in any area of health education.

HHE597 Clin Health Prom
Hours 3
Integration and application of the principles of health education and health promotion in the patient care setting.
Prerequisite(s): HHE 515 and HHE 520 and HHE 530 and and HHE 566 and HHE 565
Prerequisite(s) with concurrency: HHE 566

HHE598 Non-Thesis Research
Hours 3
Experimental or analytical investigation of health promotion programs.

HHE599 Thesis Research
Hours 1-6
Research study in a selected area of health promotion.

HHE602 Readings In Health
Hours 3
An independent readings course for doctoral students.

HHE603 Spec Projects In Health
Hours 3
Experimental or analytical investigations of problems in health education. Arranged on an independent basis for doctoral students.

HHE604 Seminar In Health
Hours 1-3
Critical and emerging issues in health education and health promotion.
HHE605 Theor Sci Basis Hlth Edu
Hours 3
Examination of theoretical, scientific, historical, and philosophical issues that serve as a basis for health education and health promotion.

HHE606 Plan Admin Hlth Ed Prog
Hours 3
A comprehensive examination of models for planning health education and health promotion programs.

HHE607 Health Communication Resrch
Hours 3
An examination of theoretical tenets and practical applications of health communication initiatives.

HHE667 Advanced Evaluation In Health Education and Health Promotion
Hours 3
This course provides an in-depth analysis of evaluation and measurement techniques applied in health promotion and health education programs (HPE).

HHE685 Field & Lab Experience
Hours 3-6
Arranged on an independent basis for doctoral students. Participation and research in schools, communities, or work site settings.

HHE698 Research
Hours 3
Experimental or analytical investigation of problems in health.

HHE699 Dissertation Research
Hours 1-12
Design, research, and/or analytical investigation of a problem in the area of health to satisfy the dissertation requirement for the doctoral degree.

Faculty
Chair
Birch, David

Professors
Birch, David
Turner, Lori
Usdan, Stuart

Associate Professors
Leaver-Dunn, Deidre
Nickelson, Jen
Paschal, Angelia
Ross, Levi

Assistant Professors
Gordon, Brian
Hibberd, Lizzie
Knowlden, Adam
Zemke, Jeri

Instructor
Harcrow, Andy

Health Education & Promotion, Ph.D.
The doctor of philosophy (PhD) degree is also offered, specializing in health education and health promotion. Candidates are mentored by faculty members and taught through courses that promote the development of skills in teaching, research and health education promotion practice. For information, please contact the chair of the Department of Health Science, Box 870311, Tuscaloosa, AL 35487-0311.

Admission requirements specific to the program and in addition to those of the Graduate School, College and department include the following:

- A grade point average of 3.0 overall (on a 4.0 scale), or in the last 60 hours in a bachelor-level program
- An acceptable grade point average in a completed master's degree program
- An acceptable score on the Graduate Record Examination
- A personal statement of applicable experiences, research interests, and career goals
- Three recommendation letters from faculty or other health professionals capable of judging the applicant's ability to complete doctoral work

See the Admission Criteria section of this catalog for more information.

Doctor of Philosophy
Early in the graduate program, each student confers with a faculty adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study is prepared and submitted to the Graduate School.

The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit for the doctoral degree; otherwise, a "hold" may be placed on future registration.

If later there are changes in the Plan of Study, the student simply submits an amended Plan to the Graduate School at the time that the form for Admission to Candidacy for Doctoral Degree is submitted. Department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination.

Doctoral students have a time limit of 7 years from the time of program admission. All Graduate School degree requirements (including details on Plan of Study and Admission to Candidacy) are listed below.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.
The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).
Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related
Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student describes the compelling circumstances,
- briefly describes the current status of the dissertation, then includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving
departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

**Dissertation Proposal**

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

**Final-Semester Dissertation (699) Minimum Registration Hours**

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
</tbody>
</table>
Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at the University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline's style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which
requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Health Studies, MA
The Department of Health Science offers the program in Health Studies leading to the Master of Arts degree. The program courses address areas including the foundations of health education and promotion, program planning, evaluation, and implementation. Students are prepared to practice in community medical care and work-site settings. The degree may be pursued under Plan I (thesis) or Plan II (nonthesis).

A student applying for admission to the master of arts in health studies graduate program with a cumulative grade point average of 3.0, a GPA of 3.0 in the last 60 hours of coursework, or a GPA of 3.0 in a master's degree program is not required to submit standardized test scores.

Additional information is in the Admission Criteria section of this catalog. See the Admission Criteria section of this catalog for more information.

Master of Arts
The requirements for the Master of Arts degree in Health Studies follow the policies in the Graduate Catalog. The Graduate School's master's degree requirements for Plan I (thesis) and Plan II (nonthesis), and all other degree requirements are detailed in the Degree Requirements section of this catalog. Students should confer with their department chair for additional information.

Master's Degrees
The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master's degree:

Plan I. Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject.

With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that
will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

• a written and/or oral examination based on the content of the degree program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from previous courses;
• a research paper, a "policy and practice" paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master's Degree**
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.**

**Department of Human Development and Family Studies**
The Human Environmental Sciences (M.S.) (p. 485) specialization in human development and family studies provides students with the theoretical foundation and research skills necessary to pursue doctoral work and for advanced employment in a wide variety of occupations serving children, adults and families.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD500</td>
<td>Lifespan Human Development</td>
<td>3</td>
<td>This course will advance students' knowledge of the theories and research in human development across the lifespan. Major areas of study include: developmental theory and physical, cognitive, social and emotional development.</td>
</tr>
<tr>
<td>HD501</td>
<td>Child Development</td>
<td>3</td>
<td>Covers principles of growth and development, chief areas of concern in the field, and supporting research.</td>
</tr>
<tr>
<td>HD510</td>
<td>Family Policy</td>
<td>3</td>
<td>The course will examine state of the family, trends and implications for family policy. The process of policy formation, implementation, evaluation and advocacy will be reviewed.</td>
</tr>
<tr>
<td>HD512</td>
<td>Adult Development</td>
<td>3</td>
<td>Theories of and research on development throughout adulthood; young adulthood, middle years and aging are presented.</td>
</tr>
<tr>
<td>HD525</td>
<td>Adv Preschool Dev &amp; Curriculum</td>
<td>3</td>
<td>This course is designed for students to understand, design, implement and evaluate appropriate curricular practices for preschool children. Developmental theories and current issues in early childhood education are examined.</td>
</tr>
<tr>
<td>HD535</td>
<td>Parent/Child Relationship</td>
<td>3</td>
<td>Theories and research on parent/child relationships and an examination of how the parent/child relationship influences aspects of child development. Basic models of parent education and parent involvement are also examined.</td>
</tr>
<tr>
<td>HD540</td>
<td>Couple and Marital Therapy</td>
<td>3</td>
<td>This course provides students an introduction to clinical work with couples. An overview of three major approaches to couples therapy are included. In the course, students are encouraged to develop intervention skills related to these approaches and to think about working with couples of diverse backgrounds.</td>
</tr>
<tr>
<td>HD545</td>
<td>Addiction and the Family</td>
<td>3</td>
<td>This course is an examination of the impact of substance abuse and addiction on the family as well as the influence of familial factors and family dynamics on addiction and the process of recovery.</td>
</tr>
<tr>
<td>HD550</td>
<td>Hospitalzd Child &amp; Youth</td>
<td>3</td>
<td>The developmental and psychological theories involved in the practice of child life in health care settings.</td>
</tr>
<tr>
<td>HD551</td>
<td>Loss And Bereavement</td>
<td>3</td>
<td>Provides students with a general overview of the grief processes as they impact children and families. Examines issues surrounding children's grief/bereavement and studies issues surrounding complicated mourning.</td>
</tr>
<tr>
<td>HD561</td>
<td>Theories Family Studies</td>
<td>3</td>
<td>Historical overview of and contemporary theoretical approaches for understanding family behavior. Theoretical perspectives (such as systems, exchange, developmental, behavioral, and symbolic interaction) are applied to family research and practice.</td>
</tr>
</tbody>
</table>
HD562 Dynamics Of Family Reltn
Hours 3
Study of interaction within the family, with emphasis on historical
cchanges, major issues, marriage success and family strengths, and
family processes such as communication and conflict patterns. A focus
on ethnic and racial family forms is also included.

HD567 Pract Marriage Family Therapy
Hours 3
Provides students with preliminary supervised experience in a
professional setting.

HD568 Pract I Marriage Family Thery
Hours 3
Provides students with supervised practice in marriage and family
therapy.

HD576 Sem Human Sexuality
Hours 3
Discussion and analysis of underlying issues in human sexuality
research.

HD580 Children and Divorce
Hours 3
Theory and research regarding effects of parental divorce on children’s
cognitive and social-personality development.

HD591 Sp Prob Hum Dev Fam Stdy
Hours 1-6
Provides an opportunity to pursue special needs and interests. Students
work primarily on their own, but under supervision.

HD598 Research Practicum
Hours 1-6
Participation in a cooperative faculty/student research project related to
human development.

HD599 Thesis Research
Hours 1-6
Integration of theory and research related to infant behavior and
development.

HD601 Advanced Child Development
Hours 3
Advances student’s knowledge of the theories and research in child
development. Major areas of study include: developmental theory and
physical, cognitive and social development.

HD602 Adv Infant Development
Hours 3
Examination of theoretical bases for behavior in infancy, and review of
research literature on attachment behavior and various topics of major
concern.

HD603 Adolescent Development:Theories and Research on Adolescent
Development
Hours 3
An examination of the basic concepts, theories, and research in the
growth and development of adolescents. Psychological theories and
research in major areas of adolescent development will be covered,
including the areas of physical, cognitive, social-emotional, and moral
development. The course will also emphasize the application of the
concepts of adolescent development to school, home, and community
settings. Special issues related to adolescent development will be
included. The goals of the course are that students will acquire a
thorough understanding of adolescent development and application of
psychological theory and research to work with adolescents. A second
goal for the class is that students will be able to use their knowledge of
adolescent development in order to make reasoned decisions about how
to enhance adolescent development, learning, and mental health.

HD631 Readings Human Developmt
Hours 3
With an interdisciplinary approach to issues and concerns in life-span
development, the course examines theory and research on selected
topics.

HD640 Couple and Sex Therapy
Hours 3
This course is designed to introduce students to the diverse and
complex dynamic of clinical work with couples. The course will provide
an overview of two evidenced-based approaches to couples therapy
(Gottman Method Couples Therapy & Integrative Behavioral Couples
Therapy), and special issues related to couples therapy, sex therapy and
infidelity. Throughout the course, students will develop intervention skills
related to these approaches, and skills related to working with couples of
diverse backgrounds.
Prerequisite(s): HD 567 or equivalent

HD645 Cultural Diversity in Marriage and Family Therapy
Hours 3
This course explores areas of cultural diversity relevant to the practice of
marriage and family therapy. Learning to respond in a culturally sensitive
manner and recognizing contextual and systemic dynamics as related
to establishing productive therapeutic alliance and delivering successful
intervention are included.

HD664 Family Therapy
Hours 3
Examination and application of Family Therapy methodological and
theoretical counseling principles. Emphasis is on helping families
overcome stresses and develop strategies in response to normative and
non-normative life events.

HD665 Advanced Family Therapy
Hours 3
Theoretical underpinnings of emotionally focused therapy (EFT),
narrative therapy, and experiential family therapy are presented. Students
will become competent in the conceptualization and application of these
models to individuals, couples, and families.
Prerequisite(s): HD 664, Family Therapy
HD667 Pract II Marriage Family Ther
Hours 3
Advanced supervised practice in marriage and family therapy.
Prerequisite(s): HD 567 and HD 568

HD668 Intern Marriage Family Therapy
Hours 1-6
Supervised field experience in an appropriate job setting in marriage and family therapy.

HD689 Practicum Human Developm
Hours 3-6
Experience with human development in classroom teaching or agency settings.

HD699 Dissertation Research
Hours 1-12
Integration of theory and research in a guided research project.

Faculty
Department Head
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Professor
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Assistant Professors
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Blitch, Kimberly
Burns-Nader, Sherwood
Casper, Deborah
Downs, Karly
Komara, Cecile
Totenhagen, Casey

Associate Professors
Curtner-Smith, Mary Elizabeth
Scofield, Jason
Witte, Tricia

Professors Emeriti
Hudson, Carmen
Enders, Linda
Jesse, Peggy
Ladewick, Becky
Stinnett, Nancy
Stinnett, Nick
Strickland, Martha

Department of Human Nutrition and Hospitality Management

The Human Environmental Sciences (M.S.) specialization in human nutrition prepares students to pursue doctoral study and to practice dietetics at an advanced level. The program develops research skills, stimulates independent thought, and provides detailed up-to-date knowledge of the subject matter.

The Human Environmental Sciences (M.S.) specialization in Restaurant, Hotel and Meetings Management prepares students to excel in upper management positions in hospitality administration as well as preparing students to pursue doctoral study in hospitality management.

NHM530 Advanced Nutrition Counseling
Hours 3
Focuses on advanced skills in nutrition counseling that incorporates behavioral theory and motivational interviewing.
Prerequisite(s): HES 509: Research methods; open to human nutrition majors only.

NHM532 Adv Nutritn Couns & Educ
Hours 3
Focuses on developing competency in learning-system design: special emphasis on the teaching and counseling of nutrition in various settings.

NHM540 Advanced Nutrition Education
Hours 3
Focuses on translating behavioral theory into nutrition education interventions for a target audience.
Prerequisite(s): HES 509: Research Methods; open to human nutrition majors only.

NHM550 Advanced Community Nutrition I
Hours 3
Focuses on principles, problems, and programs in community nutrition with an emphasis on community needs assessment.
Prerequisite(s): None.

NHM551 Advanced Community Nutrition II
Hours 3
Explores the techniques and strategies used in community nutrition; focuses on facilitation of community interventions, development of community partnerships and collaborative programs.

NHM555 Maternal and Infant Nutrition
Hours 3
This course will focus on the scientific evidence that supports nutrition recommendations that result in optimal health for mothers and their infants. Methods of assessing nutritional status are included. The impact of insecurity and obesity on the nutritional status of mothers and their infants will be discussed.

NHM556 Child and Adolescent Nutrition
Hours 3
Discussion of the scientific evidence that supports nutrition recommendations that result in optimal health for young children and adolescents. Explores determinants of nutritional status and public health strategies for prevention of prevalent nutritional concerns.
Prerequisite(s): NHM 550 and NHM 555

NHM557 Childhood Obesity
Hours 3
Focuses on the physiological, genetic, environmental, and behavioral factors that predispose children and adolescents to obesity; explores the clinical and public health strategies for treatment and prevention.
NHM558 Nutrition in the Prevention and Treatment of Chronic Disease
Hours 3
Evidence-based solutions in the prevention and treatment of the most prevalent nutrition-related chronic diseases are discussed. Current research is translated into health promotion and disease prevention strategies and plans.
Prerequisite(s): HES 509

NHM561 Advanced Vitamins and Minerals Metabolism
Hours 3
Lectures and reports on the physiological functions, metabolism, and interpretation of current research in vitamins and minerals.

NHM562 Metabolism of Energy Nutrients
Hours 3
In-depth discussion of carbohydrates, lipids, and protein metabolism. Discussion and interpretation of recently published research in peer-reviewed journals.

NHM564 Nutrition in Interprofessional Practice
Hours 1
The focus of this course is to prepare clinicians to work in interprofessional practice teams to meet the complex and multidimensional needs of Veterans and rural populations, with a special emphasis on the effects of multiple chronic conditions.
Prerequisite(s): NHM 566, NHM 567, or other similar MNT-oriented advanced course, RD status preferred. Admission by permission of Instructor only.

NHM565 ID Mgmt of Chronic Disease
Hours 2
The focus of this course is to train clinicians to work in interprofessional practice teams to meet the complex and multidimensional needs patients with multiple chronic conditions living in rural areas. Instructor permission only.
Prerequisite(s): NHM 564

NHM566 Adv Clinical Nutrition
Hours 3
Critical review of the physiological basis for nutritional management in the prevention and/or treatment of diseases of the cardiovascular, gastrointestinal, endocrine, hepatic, and renal systems.

NHM567 Nutr Support Criticl Ill
Hours 3
Methods of assessing nutritional requirements of the critically ill patient and of delivering and monitoring enteral and parenteral nutrition are presented.

NHM568 Nutrition for the Older Adult
Hours 3
Methods of assessing nutritional requirements and a review of nutrition and disease topics specifically relevant to the care of the older adult.
Prerequisite(s): NHM 566 or NHM 567 or permission of instructor.

NHM587 Integrat Food System Mgt
Hours 3
Current problems in food systems management are presented, with emphasis on theories of management and integration of management functions.

NHM590 Special Prob Nutrition
Hours 1-6
Instructor permission required.
Prerequisite(s): Instructor permission required.

NHM591 Spec Prob Food Science
Hours 3-6
No description available.

NHM598 Non-Thesis Research
Hours 3
Experimental or analytical investigation of a food or nutrition-related issue. This course may be the capstone experience for the masters degree under Plan II and should be the last course the student takes prior to graduating.

NHM599 Thesis Research
Hours 1-6
Faculty mentored development of graduate thesis research.

NHM625 Nutritional Epidemiology
Hours 3
This course is intended for graduate students in health-related professions. Principles of epidemiology are discussed and their application to nutrition. This course provides information on research methods to assess exposure through collection of dietary and biological data, evaluate quality of these data, conduct appropriate analyses, and draw valid conclusions.

NHM635 Adv Prac. in Post Sec. Diet Ed
Hours 3
Focuses on developing Competency in Learning system design, with special emphasis on dietetics education at the college level.

NHM648 Secioday Analysis Survey Data
Hours 3
An applied seminar in the secondary analysis of survey data.

NHM698 Non-Dissertation Research
Hours 1-15
Participation in a cooperative faculty-student research project related to nutrition or food science.

RHM521 Hospitality Law and Risk Management
Hours 3
Exploration of legal problems facing the hospitality industry. Legal cases related to restaurants, hotels, and meeting facilities are examined. Concerns and problem-solving for issues of risk management are explored.

RHM570 Leaders Mgt Hospitality Indust
Hours 3
An examination of contemporary leadership and management theories and practices used in the hospitality industry.

RHM571 Mgt Human Resources
Hours 3
Seminar exploring significant issues in human resources management within the hospitality industry including labor laws, motivation and other critical issues affecting human performance.
RHM574 Resources Mgt Hospitality Oper  
Hours 3  
Exploration of financial tools and techniques used in making effective managerial, business and operational decisions in hospitality organizations.

RHM575 Hospitality Operations Analysis  
Hours 3  
This course will focus on the application of financial management tools used to assist managers in the hospitality industry. Financial concepts will be examined as they relate to management decision making. Emphasis will be on interpreting financial data and communicating results to operation managers.  
Prerequisite(s): Undergraduate Accounting or Finance class – deemed equivalent of RHM 310 or RHM 474

RHM576 Strategic Management in Hospitality and Tourism  
Hours 3  
Formulation, development, and implementation of strategic management in the hospitality and tourism industry.  
Prerequisite(s): None

RHM588 Current Trends Food System Mgt  
Hours 3  
An exploration of a variety of issues of importance to effective management of food service operations. Topics vary to meet students’ interests and issues facing the food service industry.

RHM592 Special Topics in RHM  
Hours 3-6  
Problems related to the operations of hospitality organizations such as hotel, restaurants, clubs and conventions and meeting management facilities.

RHM596 Seminar Hospitality Management  
Hours 3  
Discussion, reading, and exploration of operational issues related to the hospitality industry.

RHM598 Non-Thesis Research  
Hours 3  
Experimental or analytical investigation of a topic in restaurant, hotel, or meeting management.  
Prerequisite(s): HES 509

RHM599 Thesis Research  
Hours 1-6  
Faculty-mentored development of graduate thesis research.  
Prerequisite(s): HES 509

Faculty  
Chair  
Lawrence, Jeannine

Professor  
Meyer, Mary Kay

Associate Professors  
Crowe-White, Kristi  
Knol, Linda

Assistant Professors  
Boyle, Kimberly  
Chen, Hsiangting "Shatina"  
Douglas, Joy  
Ellis, Amy  
Jung, Seung Eun  
Kong, Lingyan  
Niuh, Alvin  
Park, Han-A  
Shin, Yeon Ho  
Tan, Libo

Instructors  
Bridgewater, Diane  
Blumenthal, Jason  
DeSalvo, Denise  
Greene, Lori  
Hugg, Carla  
McMahon, Shannon

University Club  
Dean, Angelique  
Stroud, Matthew

Lawrence, Jeannine  
Severt, Kimberly

Human Environmental Sciences, M.S.  
Admission Requirements  
See the Admission Criteria section of this catalog for more information.

Clothing, Textiles and Interior Design  
The area of study in clothing, textiles and interior design provides preparation for careers in higher education, business and industry and government services, and for admission to doctoral programs in clothing, textiles and interior design and related fields. The area of study is designed to stimulate independent thought and develop skills in problem solving, creativity and research methods. Individualized programs of study are planned to develop professional competence in the student’s area of interest. Students applying for admission to the area of study in clothing, textiles and interior design refer to the requirements for admission detailed in an earlier section of this catalog. All applicants must submit test scores from either the Graduate Record Examination or the Miller Analogies Test in support of the application. All applicants in interior design must also submit portfolios for review. A grade of B or higher must be earned in all courses taken in the Department of Clothing, Textiles and Interior Design for application toward degree requirements.

Consumer Sciences  
The consumer sciences area of study offers preparation for careers in government, consumer protection, financial services and extension and for further study leading to the doctoral degree. Each student’s curriculum is determined individually, based on career goals and research interests. Students applying for admission to the area of study in
consumer sciences refer to the requirements for admission detailed in an earlier section of this catalog. Applicants who do not have an undergraduate GPA of at least 3.0 or a GPA of at least 3.0 in the last 60 hours of undergraduate coursework will be required to submit an acceptable test score on either the Graduate Record Examination (GRE) or Millers Analogies Test (MAT).

Core courses required of all students include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSM 500</td>
<td>Personal Insurance Plan &amp; Mgt</td>
<td>3</td>
</tr>
<tr>
<td>CSM 504</td>
<td>Personal Investment Plan &amp; Mgt</td>
<td>3</td>
</tr>
<tr>
<td>CSM 510</td>
<td>Pers Retire Plan Empl Benefits</td>
<td>3</td>
</tr>
<tr>
<td>CSM 520</td>
<td>Personal Estate Planning</td>
<td>3</td>
</tr>
<tr>
<td>CSM 554</td>
<td>Personal Income Tax Mgt Plang</td>
<td>3</td>
</tr>
<tr>
<td>CSM 559</td>
<td>Tech of Counsl in Cons Science</td>
<td>3</td>
</tr>
<tr>
<td>CSM 560</td>
<td>Finan Plan Case Study Capstone</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives
Select three of the following: 9

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSM 525</td>
<td>Consumer Conflict Mediation, Management &amp; Negotiation in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>CSM 508</td>
<td>Consumer Quality Mgt Systems</td>
<td>3</td>
</tr>
<tr>
<td>CSM 575</td>
<td>Entrepreneurship In Hes</td>
<td>3</td>
</tr>
<tr>
<td>CSM 581</td>
<td>Practicum</td>
<td>3</td>
</tr>
<tr>
<td>CSM 586</td>
<td>Consumer Mgt Human Capital</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours 30

For those students planning to write a thesis, CSM 599 Thesis Research offers the opportunity to work with faculty. Current research topics in the field include family and personal expenditure patterns; effects of credit use; time use; and individual and family resource management. Students who wish to specialize in family financial planning and counseling should have completed the following courses or equivalents at the undergraduate level:

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC 110</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>EC 111</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ST 260</td>
<td>Statistical Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CSM 204</td>
<td>Intro Personl Finan Plan</td>
<td>3</td>
</tr>
</tbody>
</table>

The program in Consumer Sciences participates in the University Scholars Program. Qualified students begin graduate study in the senior year. This program leads to the completion of requirements for both the bachelor's and master's degrees. A student who wishes to exercise this option will normally apply to Phase I of the program in the sophomore year; however, students may apply directly to Phase II of the program at the end of the junior year. Procedures are detailed in the Admission Criteria section of this catalog.

See the Admission Criteria section of this catalog for more information.

**General Studies in Human Environmental Sciences**

The area of study in general human environmental sciences is designed to permit students to pursue work in more than one area of human environmental sciences and/or to strengthen professional competence by selecting courses that support or complement an area of human environmental sciences, including: restaurant, hotel, and meetings management, interactive technology, sports management, consumer quality management, rural community health, the certificate in consumer conflict management, negotiation, and mediation; and the certificate in environmental health and safety management. Students interested in this area of study may complete in-depth studies in interactive technology, quality management, sport management, conflict management, environmental health and safety or restaurant and hospitality management. Students should refer to the respective website for each area of study for specific details. Students may work under Plan I or Plan II. Applicants must clearly state the area of study on the Graduate School Application.

Students applying for admission to the area of study in general studies refer to the requirements for admission detailed in an earlier section of this catalog. A student with a cumulative grade point average of 3.0, a GPA of 3.0 in the last 60 hours of coursework, or a GPA of 3.0 in a master's degree program is not required to submit standardized test scores. However, this does not guarantee admission.

**Environmental Health & Safety Management**

The College of Human Environmental Sciences (HES) offers a curriculum in EH&S Management that allows students to pursue coursework for advancing their current career or preparing them to enter professional practice. Students may pursue a graduate certificate and/or master's degree in human environmental sciences with a specialization in EH&S Management. The graduate certificate consists of 15-hours of coursework while the master's degree requires an additional 15-hours.

The graduate certificate in EH&S Management consists of five courses that will empower students with the knowledge and skills required for successfully managing occupational health and safety within organizations. The course credit earned through the Graduate Certificate may also be applied towards earning the Master of Science degree with a specialization in EH&S Management. The completion of the master's degree will require five additional courses which provide students the opportunity to advance their education to a higher level.

Students who are admitted for the Graduate Certificate as a non-degree seeking student must re-apply to the Graduate School in order to change their status into a degree-seeking student if they decide to pursue the master's degree at a later time.

**Human Development & Family Studies**

The area of study in human development and family studies provides students with the theoretical foundation and research skills necessary to pursue doctoral work and for advanced employment in a wide variety of occupations serving children, adults, and families. Students can choose to concentrate in human development and family studies (HDFS) research, marriage and family therapy (MFT) or parent and family life education (PAFLE). HDFS research opportunities include working with faculty members in the following areas: language and cognitive development in young children; personality and social development of children and adolescents; parent-child relationships; risk factors associated with child development outcomes; assessment of early intervention programs; social support and well-being of adults; family strengths; marital interaction; and maternal depression and infant development. Completion of the MFT curriculum enables students to take the licensure examination leading to Clinical Membership in the American Association for Marriage and Family Therapy. Research and clinical opportunities are provided in the College's child development laboratories and Capstone Family Therapy Clinic. Completion of the PAFLE curriculum qualifies students to apply for provisional certification as a Family Life Educator through the National Council on Family Relations. The parent and family life education curriculum also culminates in an internship and comprehensive examination.
Students applying for admission to the area of study in human development and family studies should refer to the requirements for admission detailed in an earlier section of this catalog and should visit the Human Development and Family Studies website. All applicants must submit test scores from either the Graduate Record Examination or the Miller Analogies Test in support of the application. To graduate from master’s programs in the Department of Human Development and Family Studies, students must maintain a "B" average in the courses related to the area of study.

**Human Nutrition**

The area of study in human nutrition prepares students to pursue doctoral study and to practice dietetics at an advanced level. The program develops research skills, stimulates independent thought and provides detailed up-to-date knowledge of the subject matter. Students studying human nutrition must complete:

- HES 509 Research Methods 3
- CHS 525 Biostatistics 3
- NHM 561 Advanced Vitamins and Minerals Metabolism 3
- NHM 562 Metabolism of Energy Nutrients 3
- NHM 555 or Maternal and Infant Nutrition 3
- NHM 567 Nutr Support Criticl Ill 3

Students must take at least 18 hours of NHM designated courses (including the 9 hours of required NHM core classes). Students must earn a B or higher in each class taken within the nutrition department and all required courses outside the department. Students who do not earn a B on the first attempt of any required course will be allowed to repeat the course for a higher grade once. NHM electives can only be taken once.

The thesis for the human nutrition area of study should focus on current nutritional concerns in which the student has a special interest. Students also have opportunities to participate in research with faculty members. Examples of faculty research include food insecurity, childhood obesity, body composition changes among older adults, clinical nutrition and antioxidant capacity of foods and risk for chronic disease.

Students who choose the non-thesis option (Plan II) must complete one of the following culminating experiences: non-thesis research NHM 598 Non-Thesis Research, or a comprehensive examination.

The program in human nutrition participates in the University Scholars Program. Qualified students begin graduate study in the senior year. This program leads to the completion of requirements for both the bachelor's and master's degrees. Procedures are detailed in the Admission Criteria section of this catalog. Students who apply to the University Scholar Program in Human Nutrition must have an overall GPA of 3.5 or higher.

Students applying for admission to the area of study in human nutrition should refer to the requirements for admission detailed in an earlier section of this catalog. A student with a cumulative grade point average of 3.0, a GPA of 3.0 in the last 60 hours of coursework, or a GPA of 3.0 in a master's degree program is not required to submit standardized test scores. Students with an undergraduate GPA of 3.4 or below may enhance their application and chances of acceptance into the program by taking the GRE. All students applying for admission to the degree program should have completed undergraduate course work with a B or better grade in the following subject areas:

- NHM 101 Intro Human Nutrition 3
- NHM 201 Nutrition in Life Cycle 3
- NHM 361 Nutritional Biochemistry 3

NHM 362 Nutrition At Cell Level 3
NHM 363 Applied Nutrition 3
NHM 365 Med Nutr Therapy I 3
NHM 372 Intro Food Service Mgt 3
NHM 373 Purchsg Design Risk Mgt Food S 3
NHM 374 Quant Food Prod & Servc 3

inorganic and organic chemistry
microbiology
two semesters of anatomy and physiology

<table>
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<th>Total Hours</th>
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<td>CSM 500</td>
<td>Personal Insurance Plan &amp; Mgt 3</td>
</tr>
<tr>
<td>CSM 504</td>
<td>Personal Investment Plan &amp; Mgt 3</td>
</tr>
<tr>
<td>CSM 510</td>
<td>Pers Retire Plan Empl Benefits 3</td>
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<td>CSM 559</td>
<td>Tech of Counsl in Cons Science 3</td>
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<tr>
<td>CSM 560</td>
<td>Finan Plan Case Study Capstone 3</td>
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</tbody>
</table>

**Electives**

Select three of the following:

- CSM 525 Consumer Conflict Mediation, Management & Negotiation in the Workplace 3
- CSM 508 Consumer Quality Mgt Systems 3
- CSM 575 Entrepreneurship In Hes 3
- CSM 581 Practicum 3
- CSM 586 Consumer Mgt Human Capital 3

<table>
<thead>
<tr>
<th>Total Hours</th>
<th>30</th>
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</table>

Six semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.**

### Interdisciplinary Programs

**Interdisciplinary Studies (p. 487)**

**Materials Science (MTLS) (p. 494)**

### Interdisciplinary Studies

The Alabama Commission on Higher Education (ACHE) has authorized The University of Alabama to offer the Ph.D. in Interdisciplinary Studies when existing Ph.D. programs at the University do not meet the needs of a student and when the University has the faculty and research resources to offer such a program.

- ** Majors
  - Interdisciplinary Studies (Ph.D.) (p. 488)**

[object Object]
Interdisciplinary Studies, Ph.D.

Prerequisites for Admission

Prior to submitting an application to the Interdisciplinary Studies Program, each prospective candidate must meet with the Assistant Dean of the Graduate School.

Applicants must meet the following criteria:

1. A completed master’s degree or its equivalent from an accredited university.
2. GPA of 3.3 or higher. If the GPA is less than a 3.3, the admission test score must be exceptional.
3. Admission test scores at the 50 percentile or better on an appropriate entrance examination (e.g., GRE, GMAT, MAT).

Note: Interdisciplinary Ph.D. programs are not available to students who have been unsuccessful in previous graduate work.

Application Requirements

The following must be submitted as part of the application:

1. Interdisciplinary PhD Committee Agreement Form: As part of the application process you are required to find five faculty members for your committee. All committee members must be members of the Graduate Faculty at The University of Alabama before formal appointment to the committee will be made by the Dean of the Graduate School. It is expected that the applicant’s Advisory Committee chair will have competence in the proposed major area(s) of study and has the time and willingness to devote to being an academic mentor for the student throughout the Ph.D. program. The committee chair and at least one additional committee member will have experience in directing and supervising doctoral-level research.

2. Advisor Signature Form: One of the faculty members on your committee will serve as your advisor. It is preferred that your advisor be selected from a department that offers doctoral degrees.

3. Home Department Request Form: It is hoped that a home department or program will include an IDS student in the intellectual-social life of the unit, e.g., department mailing lists, colloquia, social functions, etc. This department may also consider an IDS student for Graduate Teaching Assistant and Research Assistant appointments, and for office space.

4. Proposed Course Schedule Form: The student is responsible for convening a meeting with all committee members to discuss the proposed course schedule. Please see Course of Study for more details.

5. A one- to two-page statement of proposed research topic outlining the intended focus of research and the significance of the research to the integrated fields of study and the student’s professional goals. The prospectus must be signed by the Advisor/Chair of the student’s Advisory Committee.

6. A statement of purpose that includes reasons for pursuing the Interdisciplinary Studies Ph.D. and career goals. Your Statement of Purpose should clearly demonstrate how your professional goals are related to your intellectual pursuits.

7. Written explanation (signed by advisor/chair) explaining how residency requirements (two contiguous, full-time semesters) will be met.

8. Written explanation (signed by advisor/chair) explaining how the comprehensive examination requirement will be fulfilled. See Degree Progression for more details.

9. Completed application form and application fee.

10. Official transcripts from all colleges and universities that the student has attended.

11. Three letters of recommendation.

12. A resume.

Course of Study

The UA Graduate School requires that Interdisciplinary Studies Ph.D. students must complete a minimum of 48 hours of coursework. All students in the interdisciplinary PhD program must take AHE 591: Disciplinarity and American Higher Education (or its equivalent) during the first 3 semesters of coursework. The Interdisciplinary Ph.D. coursework should reflect two or more distinct academic areas, 24 hours of dissertation research, and a minimum of 15 hours in research methods or research theory and design. The majority of courses should be at the 600 level.

Prior to being admitted into the Ph.D. in Interdisciplinary Studies, the student must complete the Proposed Course Schedule Form. No later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree, he/she must submit a formal Ph.D. Plan of Study for Graduate School approval.
Typically transferred graduate courses may not be included in the student’s interdisciplinary Ph.D. proposed course schedule form. On rare occasions, with compelling justification, the Assistant Dean of the Graduate School may approve up to 6 hours of transferred courses. This petition must come from the Chair of the Advisory Committee and is subject to official evaluation by the Graduate School Registrar and approval by the Graduate Dean, per policies in the Graduate Catalog.

**Degree Progression**

Interdisciplinary Studies Ph.D. students must ensure that coursework is completed in a timely manner and that satisfactory progress is made towards completing all degree requirements (coursework, comprehensive exam, admission to candidacy, dissertation proposal, dissertation research, and final oral examination). All requirements must be completed within the time limits specified in the Graduate Catalog at the time of admission.

**Progress Review**

During each semester of the program, the student must meet with the Advisory Committee to review progress. At the end of the spring semester the student and his/her Advisor should prepare an annual written summary of progress toward degree and submit to the Assistant Dean of the Graduate School.

**Comprehensive Exam**

The content and administration of the comprehensive exam are the responsibility of the Advisory/Dissertation committee and should be thoroughly discussed with the student prior to admission. Typically, the comprehensive examination is taken after the completion of all coursework. It is expected that the comprehensive examination for the Interdisciplinary Studies Ph.D. will be as rigorous as and use the same general procedures as the doctoral exams in the departments in which coursework is taken. The specifics of the examination (including where the exam will be taken, the number of questions, the number of evaluators, the grading process, the process for reporting results to the student, etc.) should be detailed in the admission materials (see Admissions Procedures). The Committee Advisor/Chair should inform the Graduate School Registrar of the results of the comprehensive exam.

**Admission to Candidacy**

When the Advisory Committee certifies to the Graduate School that the comprehensive exam has been passed and all other requirements set out in the Plan of Study (except the dissertation) have been satisfactorily completed, the Graduate School admits the student to candidacy.

**Dissertation**

The dissertation must be completed and defended within the time limits specified by the Graduate School at the time of admission. If human subjects are involved, the student and his/her advisor/Chair are responsible for complying with the Institutional Review Board requirements before beginning research.

**Final Oral Examination**

The final oral exam for the Ph.D. is administered and evaluated by the Advisory Committee. The Graduate School should be notified of the date of the oral examination at least one month in advance. Final oral examinations are open to the University community, and a representative from the Graduate School may attend the oral examination.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary...
Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN).

The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

**Admission to Doctoral Degree Programs**

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

**Residency Requirements**

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended
dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal's format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must
be approved by the dissertation committee of the major department or division and by the dean of the Graduate School. A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible 1 day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>3</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible 3 day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td></td>
</tr>
</tbody>
</table>

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline's style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Materials Science (MTLS)
The University of Alabama (UA), The University of Alabama at Birmingham (UAB), and The University of Alabama in Huntsville (UAH) offer a joint interdisciplinary program leading to a doctor of philosophy degree in materials science. The PhD program in materials science is coordinated by the Tricampus Materials Science Coordinating Committee. On each campus, the program is administered by the Campus Materials Science Program Committee.

For practical purposes, students will matriculate at a single campus. Once the student chooses a campus, that campus becomes the home campus, and the student's records will be managed by the graduate school on that campus. However, once registered at one campus, a student is free to pursue, with minimum barriers, coursework or research opportunities at the other University of Alabama System campuses. Some courses may require travel to the other campuses, alternately some courses are offered online.

At all three universities, the interdisciplinary PhD program in materials science draws on various colleges and academic divisions. At UA, the program is supported by departments in both the College of Arts and Sciences and the College of Engineering. At UAB, the Schools of Medicine, Dentistry, and Optometry are involved, as are the School of Engineering and the School of Natural Science and Mathematics. At UAH, the College of Engineering and the College of Science participate in the program. The degree awarded to each successful candidate is the PhD Degree in Materials Science.

- Majors
  - Materials Science (Ph.D.) (p. 495)

No description available
Advisement

Prior to a student’s admission to the program, the student will usually discuss (perhaps via email) possible research areas with one or more faculty members. If the student is admitted to the program, the letter of admission will designate a faculty member as the tentative dissertation advisor. The advisor and/or research area can be changed during the course of study if it appears beneficial to the student, with the approval of the Campus Materials Science Program Committee.

The advisor will assist the student in program planning and other academic matters. The letter of admission will also designate one of the participating departments as the tentative home department (normally the department of the tentative advisor), and state whether the student will be financially supported by a Materials Science Program assistantship (some students have support from outside the program instead.)

A graduate supervisory committee will be appointed for the PhD student as soon as he or she passes Program Examination I and a research project is selected. The student and the advisor are responsible for recommending supervisory committee members, which must then be approved by the Campus Coordinator. Members of the committee will normally be selected from participating faculty in the Materials Science Program from the three campuses involved. Exceptions must be approved by the Campus Coordinator. The graduate committee normally includes the research advisor (as chairperson) and at least four other members. The graduate committee members are selected based on the student’s academic interests and area of research. At least one of the committee members is from the student’s research area at one of the other UA campuses, and another is from a department other than the home department on the home campus. The graduate committee is charged with supervision and approval of the student’s research and course of study toward the completion of all requirements leading to the degree.

Campus Materials Science Program Committee

This committee administers the program on each campus. Coordination encompasses some functions that are usually handled by a single-discipline department. The Campus Materials Science Program Committee is chaired by the campus program coordinator, who acts as director or chairperson for the program.

Degree Requirements

Qualifying, Comprehensive, and Other Program Examinations

Program Examination I covers the program’s core material. The core is divided into three topic areas:

1. structure and properties;
2. characterization and testing; and
3. thermodynamics and processing.

Program Examination I qualifies the student to enter the advanced program. It is administered simultaneously system-wide by the Tricampus Coordinating Committee, at pre-announced dates, at least once per year (sometimes once per semester). The individual campus program committees will solicit input from the faculty and assist in preparing and grading the system-wide examination. The student may choose to take two or all three parts of Program Examination I at a sitting
(unless only one part remains to be taken). It is expected that a student must make at least one attempt to pass the exam during the first two years of study. All parts of the examination must be completed within a total of three years, or by the fourth administration of the exam if this occurs later than three years after admission. Failure to pass all parts of the examination after this time disqualifies a student from the PhD program.

Program Examination II includes a comprehensive examination covering material in the student’s specialization, as well as a dissertation proposal defense. This examination is normally taken near the end of formal coursework and is prepared, administered, and graded by the student’s graduate supervisory committee. The last exam is an oral exam, the dissertation defense, which also is administered by the graduate supervisory committee.

A Student Handbook describing the details of Program Examinations and other aspects of the Program is on the Program’s UA Campus website.

**Candidacy and Dissertation Requirements**

Admission to candidacy for the doctoral degree is contingent upon the successful completion of Program Examinations I and II (which includes the successful presentation of a dissertation research proposal.) Normally, a student is considered eligible to take Program Examination II when all of the required coursework has been completed. A department-approved Admission to Candidacy for the Doctoral Degree is submitted to the Graduate School as soon as possible after passing the program exams. See the Degree Requirements section of this catalog for details on plan of study, admission to candidacy, and all other degree requirements. After being admitted to candidacy, the student must complete the remaining requirements for the degree, the main requirement being the doctoral research and dissertation. A minimum of 48 credit hours of graduate coursework and 24 hours of dissertation research are required. These courses may be in any department, but the course program must be worked out in consultation with the advisor and approved by the dissertation committee. A maximum of 24 of the 48 coursework hours may be transferred from another institution, subject to approval. The Request for Transfer of Graduate Credit is on the Graduate School’s website. Credits in materials-related courses earned toward a master’s degree at The University of Alabama may be applied to the doctoral degree.

**Residency Requirement**

The minimum period in which the doctoral degree can be earned is three full academic years of graduate study. The student must spend the final or penultimate academic year in continuous residence as a full-time graduate student at one of the campuses.

**Time Limits**

All requirements for the doctoral degree must be completed within a period of seven years of the date of admission.

For additional residence, time limits and degree requirements information, see the Degree Requirements section of this catalog.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.
Doctor of Education Degree
A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree
The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
• PhD in Human Performance
• PhD in Instructional Leadership
• PhD in Instructional Leadership (Instructional Technology Concentration)
• PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

• To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

• If the department head supports the petition, it is forwarded to the college dean.
• If the college dean supports the petition, it is sent to the graduate dean.
• If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
• If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after
• any foreign language/research skill requirements are met (PhD students only);
• two full years of graduate study are completed; and
• the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice.

Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The
committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
</tbody>
</table>

After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)

After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)

“Completed” means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline's style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student’s area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation

Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement

At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement

A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree

The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Manderson Graduate School of Business

The Manderson Graduate School of Business is the graduate division of the Culverhouse College of Commerce and Business Administration. The mission of the College is to excel in the creation, dissemination, and application of business knowledge. The faculty of the Manderson Graduate School of Business offers six graduate degrees: the master of business administration (MBA), master of accountancy (MMA), master of tax accounting (MTA), master of arts (MA), master of science (MS), and doctor of philosophy (PhD). There are eight specialized master’s from which to choose.

The masters’ degrees may serve as terminal professional degrees; that is, they are designed primarily for people who plan professional careers in business, government, or nonprofit organizations. They may also function as preparatory programs for doctoral-level work.

The doctor of philosophy program prepares graduates for careers as college or university professors or as professional researchers. The PhD requires an extensive, in-depth knowledge of the major field of study, a supporting minor field of study, and a specialized knowledge of statistical and quantitative techniques necessary for the advancement of knowledge in business and economics. A doctoral dissertation is required.

Graduate students in business are expected to exhibit a high level of integrity and professionalism in all aspects of their programs, including relationships with other students and faculty. Students who are deemed by their program director or faculty not to exhibit these characteristics or who are deemed not to be making satisfactory progress toward completion of degree requirements may be terminated from their degree programs.

Programs offered through the Manderson Graduate School of Business are accredited by the AACSB International—The Association to Advance Collegiate Schools of Business.

Business Administration, MBA (p. 508)
Culverhouse School of Accountancy (p. 510)
Master's Degrees in Business

Admission Requirements

Master's degrees offered through the Manderson Graduate School of Business reflect a diverse range of missions and objectives. Enrollment in all master’s programs is limited and competitive. Admissions are supervised by committees of the graduate faculty in each of the academic programs. The minimum admission requirements are:

1. admission to the Graduate School of The University of Alabama,
2. an acceptable score on the Graduate Management Admissions Test (GMAT) or the Graduate Record Exam (GRE) and
3. completion of an appropriate undergraduate degree.

A particular master’s program may establish higher standards and/or specific prerequisites for admission. Further information about the requirements for admission to master’s programs is included in the section of this catalog pertaining to each specific master’s degree and major field or curriculum. Also, students are encouraged to visit the Manderson Graduate School web site and the Graduate Catalog's section on admission criteria (p. 5) for current information about degree programs.

Degree Requirements

Graduate students must meet all the degree requirements (p. 14) of The University of Alabama Graduate School pertaining to the master’s degree. Exceptions to the requirements for the master’s degree may be made only with the approval of the faculty coordinator of the specific degree program, or the director of graduate studies, and the dean of the Graduate School.

Second Degree Requirements

A student may concurrently pursue two master’s degree programs when such a combination is consistent with the student’s career and educational objectives. A maximum of six semester hours of eligible credits earned toward one master’s degree may be applied to the requirements for a second master’s degree. Accordingly, a student who is interested in combined programs is advised to meet with the faculty coordinator of each degree program before enrolling, since careful planning is required to achieve a successful combination of two degrees.

Master of Arts (MA) and Master of Science (MS) Degree Programs

The MA and MS degrees are specialized master’s degrees designed to prepare students for professional positions in business, management, and related fields, and to serve as preparation for study toward a doctoral degree. The MA degree is offered in economics and management and the MS degree is offered in finance, marketing, operations management and applied statistics. Program missions and prerequisites vary by field and are described in the following sections pertaining to each curriculum.

Admission Requirements

Additional information is in the Admission Criteria section of this catalog and may be outlined in the individual program descriptions in this catalog.
continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student's advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a "B" average on all graduate work attempted. Only courses in which a student earned a "B" grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School's website a Request for Transfer of Graduate Credit earned at another institution. It is also the student's responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master's degree may be transferred from another institution. All credit toward the master's degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master's degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master's program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if a form for Approval of 400-Level Course Work for Master's Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate
facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website.

The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.**

**Doctoral Programs in Business**

The doctor of philosophy degree is awarded for scholarly attainment and represents the highest degree in business administration that the University may bestow upon a student. Doctoral programs in business are designed principally for those who wish to prepare for careers in university teaching or for research positions in business and government.

The faculty of the Manderson Graduate School of Business offer the PhD degree in seven business fields: accounting, applied statistics, economics, finance, management, operations management, and marketing. The doctoral program in operations management offers an interdisciplinary concentration in management information systems.

**Dual degree programs in Law and Economics**

The University of Alabama School of Law and the Department of Economics, Finance, and Legal Studies offer the opportunity to obtain the dual juris doctor (JD)/doctor in philosophy (PhD) degree in the field of economics. In order to be accepted in the JD/PhD program, a student must apply for admission to, and be accepted into, the PhD program in economics and the JD. For additional information about these doctoral programs and access to specific program policies and guidelines visit Culverhouse College of Commerce and Business Administration web site.

Doctoral programs in business are built upon the premise that a student should possess an extensive, in-depth knowledge of one major field of study and one supporting or minor field of study, as well as knowledge of statistical and quantitative methods of analysis necessary to conduct research and contribute to the advancement of knowledge in business. Special emphasis is placed on the fact that the degree is not granted as a result of the student’s having taken a given number of courses or having earned a given number of credit hours.

These factors, while obviously important, will vary for different students: consequently, there is no total number of courses or hours that satisfies degree requirements uniformly for all students. Instead, the requirements should be thought of primarily from the standpoint of the student’s ability to satisfy the graduate faculty that he or she has a thorough grasp of the fields selected. In all cases, however, students must meet the minimum requirements stipulated by the Graduate School and by the Manderson Graduate School of Business.

In addition to the course requirements, each student must show evidence of research competence by writing a dissertation and must satisfy the language/research tool requirement of his or her major field. The dissertation, as the culmination of each student’s scholarly efforts, should be a significant contribution to the field of knowledge in business.

**Admission to PhD Degree Programs**

Admission to doctoral programs in business is open to qualified individuals who hold undergraduate and/or graduate degrees from accredited colleges and universities. Individuals seeking admission to a doctoral program should follow the application procedure established by the Graduate School of The University of Alabama. Applications for admission are carefully evaluated by selected members of the graduate faculty of the specific field to which the student is seeking admission.
Degree Requirements

Student program committee
For registration for the first semester or summer session in residence, each student will be advised by the graduate coordinator or department head of the major field. The graduate coordinator guides the student in course selection and counsels the student regarding other aspects of the program.

Plan of Study
The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations. An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Scholastic requirements
If a student's cumulative grade average falls below "B," or if the student earns a "D" or "F" in a graduate course, the student may be dismissed from the program.

Residency requirements
The minimum period (following the bachelor's degree) for earning the PhD will vary dependent on the discipline. The program is full-time and a student is expected to maintain continuous residence at The University of Alabama. Additional information on doctoral residency is in the Doctoral Degrees (p. 17) section of this catalog.

Major field requirements
The student must choose a major field from one of the following programs: accountancy, applied statistics, economics, finance, management, marketing, or operations management. The major field may include cognate courses offered by divisions of the University outside or within the Manderson Graduate School of Business. The student must take at least seven graduate-level courses in the major field to prepare for the comprehensive examination.

Minor field requirements
One minor field of study must be selected from within the Manderson Graduate School of Business or in a discipline outside the School that is closely related to the student's major field of study. To satisfy the minor-field requirement, the student must meet the standards set by the program area granting the minor. In general, this means that the student must demonstrate a thorough grasp of the philosophy, methodology, and literature dealing with the minor field. The student must take a minimum of four graduate courses to satisfy the minor-field requirement. Some minor fields require a written comprehensive examination. For applied statistics, the minor-field requirement is replaced by the interdisciplinary field courses.

Quantitative methods requirements
Each student is required to complete two courses in statistical methods equivalent to the content of ST 550 Stat Methods In Res I and ST 551 Stat Methods In Res II, and two additional courses involving more advanced quantitative and/or statistical methods. These two elective courses are in addition to courses selected to satisfy the major or minor field requirements. A student who selects statistics as the major or minor field may satisfy the quantitative-methods requirement by completing at least four courses involving quantitative methods in addition to those selected to satisfy the minor field requirements in statistics.

Language/research tool requirements
There is no University-wide or College-wide language/research tool requirement for the PhD degree. Each program offering the degree may set its own requirements. In cases where the program has established a language/research tool requirement, candidates must complete the language/research tool requirement before taking the preliminary examination. Each student should contact the doctoral program coordinator in his or her major field for more information concerning language/research tool requirements.

Comprehensive and preliminary examinations
Each student is required to pass a comprehensive examination in the major field, and, if required, a comprehensive examination in the minor field(s). The examinations primarily aim to determine the student's ability to show relationships among the various segments of knowledge within the major and minor fields of study. The written examination in the major field is scheduled for each student by the department head or program director. Examinations in the minor field (if required) may be taken at any time scheduled by the respective programs.

Some disciplines may also require a preliminary or qualifying examination in which the student must demonstrate competency in the major field in order to continue in the program. Such examinations will normally be administered after the first year in the program and will be scheduled by the department head or program coordinator.

In accordance with University policy, a student may attempt each examination no more than two times. However, each student should consult his or her program's policies for the written comprehensive examination because programs may vary in approach and requirements.

Dissertation committee
The dissertation committee is appointed by the department head or the graduate coordinator in the student's major field, in consultation with the faculty and the student. The dean of the Graduate School must approve the committee upon submission of the form for Appointment/Change of Doctoral Dissertation Committee. The committee consists of a minimum of five members of the graduate faculty; no fewer than two members must be from outside the student's major field and at least one member must be from outside the student's academic department. Each member of the committee must possess a terminal degree. Exceptions must be approved by the dean of the Culverhouse College of Commerce and Business Administration and by the dean of the Graduate School. The director of the dissertation is the chairperson of the committee.

Program areas may impose additional procedures for approval of dissertation proposals. The dissertation committee is responsible for admission of the student to candidacy, supervision of the dissertation, and administration of the final oral examination.

Admission to candidacy
Students are certified by the dean of the Graduate School for Admission to Candidacy for the PhD degree after they have met the following requirements:

1. Completed the program of approved coursework
2. Demonstrated in comprehensive examinations their competence in
   a. the major field and
   b. each minor field requiring an examination
3. Satisfactorily fulfilled the language/research tool requirement, if any
4. Passed the preliminary examination, if required
5. Established an approved dissertation committee
6. Received approval of the dissertation proposal from the dissertation committee

**Dissertation requirements**

A dissertation showing power of independent research and literary skill must be prepared on a topic in the major field. The subject of the dissertation must be approved by the student's dissertation committee. A student who completes the coursework but fails to complete the dissertation within five years after being admitted to candidacy will be required to retake the written examinations and the preliminary oral examination. All candidates are expected to register for dissertation supervision each semester and summer session until the dissertation is completed.

**Final oral examination**

When the dissertation has been completed the candidate will be given a final oral examination by the committee. This examination is primarily concerned with the research work of the candidate as embodied in the dissertation and the field in which the dissertation lies, but it may extend over the whole primary field of study. The final oral examination is governed by the rules of the Graduate School of The University of Alabama. All faculty members of the Manderson Graduate School of Business are invited to attend final oral examinations. The candidate will present a copy of the final draft of the dissertation to each committee member at least two weeks in advance of the final oral examination.

**Time limit for completion of the PhD**

A student entering the PhD program must complete all requirements for the PhD degree within seven years of the date of admission in the graduate program. If a student is suspended from the PhD program for exceeding the time limits for completion of the program, the individual may petition the department chair and the Culverhouse College of Commerce and Business Administration's PhD Programs Committee.

Extension of time and/or additional requirements for readmission to the program must be recommended to the Graduate School of The University of Alabama by the student's departmental graduate faculty and the dean of the college. A maximum one-semester extension may be granted in those rare instances in which the student presents documentation of compelling circumstances beyond the student's control that made it impossible to complete the degree within 21 semesters after admission.

See Time Limits Extension Request (Doctoral Only) (p. 17) for the steps in the University's policy and conditions needed for the dean of the UA Graduate School to consider a one-semester extension.

Additional information on the doctoral time limit and all other requirements is in the Degree Requirements (p. 14) section of this catalog.

An applicant for graduate study must meet both the general requirements of The University of Alabama Graduate School (Admission Criteria (p. 5)) and the standards set by the program to which the student is seeking admission (see Manderson's programs for details). Successful applicants are admitted to a specific program of study as stated on the application. A student who wishes to pursue a new degree or change the major field of study is required to submit a new application.

**Facilities**

The Culverhouse College of Commerce and Business Administration complex consists of three buildings located in the central University campus. Mary Hewell Alston Hall, which was completed in 1991, houses faculty and administrative offices, seminar rooms, and four technologically innovative classrooms. The Angelo Bruno Business Library and Sloan Y. Bashinsky Sr. Computer Center was occupied in January 1994. This integrated business information center includes the expanded business library, three hands-on computer classrooms, and open computer labs for undergraduate and graduate students. Bidgood Hall, the traditional home of the College, reopened in January 1994 after extensive renovations. This building now houses 28 multimedia classrooms and two classrooms equipped to telecast and receive distance learning classes. The business complex is equipped with a wireless network allowing full Internet access from laptops and other equipped devices. Bidgood Hall also houses the offices of the Manderson Graduate School of Business, office space and group study facilities for graduate students, and the research centers affiliated with the College.

**Angelo Bruno Business Library**

The Angelo Bruno Business Library serves the business information needs of The University of Alabama and in particular the students and faculty of the Culverhouse College of Commerce and Business Administration (C&BA) and the Manderson Graduate School of Business. The library serves over 400,000 visitors each year, which represents repeated use by C&BA students, faculty, staff, and others from the University community and beyond. The 64,000 square-foot facility is conveniently located on Stadium Drive within the C&BA complex and also houses the College's Sloan Y. Bashinsky Sr. Computer Center. Combining business library services and business computer laboratory services in the same facility provides seamless access to information services for business students.

The Bruno Library's resources comprise a wide variety of online computer databases and over 190,000 volumes, including hundreds of business periodicals in electronic or print formats. The Library is a fully networked environment offering enhanced access to electronic information sources. A wireless network facilitates students' use of their laptop computers for accessing many business library databases from anywhere in the library and the C&BA complex. Library faculty and staff offer users specialized information assistance and services and individual and class instruction in library research and effective use of library databases. Special features include an electronic library instruction classroom and a variety of seating and study accommodations, including group study rooms for team assignments. The Bruno website provides convenient access to library resources, including specially licensed business databases, the library catalog, and the World Wide Web.

The Bruno Library's databases, books, journals, and special collections offer excellent support of the C&BA teaching and research fields in business, economics, finance, accounting, information systems, and statistics. Full-text access to business-related periodicals and newspapers is available through such databases as ABI/Inform, Business Source Premier, Factiva.com, and LexisNexis. Extensive worldwide data on publicly traded securities of all kinds is available from Bloomberg Financial Markets and News. Other resources provide coverage of important topics such as company financial data, industry profiles, international business, and tax regulations and cases. The Bruno Library's extensive collection of historical corporate annual reports has received national recognition.

The Angelo Bruno Business Library provides convenient access to information resources through technologically advanced as well as traditional means. User service is a major emphasis. Our goals are to tailor our collections and services to meet the needs of C&BA undergraduate and graduate students and faculty and to deliver the best possible mix of traditional and technologically advanced library services. 
Technology Group
The Technology Group was established in 1984 to provide computing facilities for the College of Business Administration students and faculty. The C&BA network connects over 400 lab and desktop computers to the campus network and the Internet. Our network file servers provide access to dozens of powerful applications specific to the various disciplines of the College. There are 7 professional staff and 40 student employees available to provide technical assistance to our faculty, staff, and student users.

The Bashinsky Lab, completed in 1994, offers a 20-seat collaborative multimedia facility, two 40-workstation multimedia classrooms, a 60-workstation open lab and a 20-workstation graduate lab. The E-Commerce Lab in Bidgood Hall was completed in 2001 and provides 16 group workstations. A Special Projects Lab was also completed in 2001. This lab provides students working on class projects with 10 workstations, an LCD projector, and a conference table.

There are 27 multimedia classrooms within the College featuring high-resolution projectors, PA system, wireless microphones, DVD, VHS, and access to all network resources. Training is available to faculty and staff on the usage of these classrooms.

The Technology Group provides support for faculty, staff, and student e-mail accounts, Web accounts, ftp, and personal network storage. They also support color laser network printing, college-wide wireless computing, and remote access for faculty and staff. Faculty can also obtain support for Web and presentation development, imaging, and video services.

Detailed information on the services offered by the Technology Group is available at the website of the Culverhouse College of Commerce and Business Administration.

Research & Outreach
Alabama Center for Economic Development
Alabama Center for Insurance Information and Research
Alabama Center for Real Estate
Alabama Entrepreneurship Institute
Alabama International Trade Center
Alabama Productivity Center
Alabama Small Business Development Center (SBDC)
Center for Business and Economic Research
Culverhouse LIFT
Statistics Research and Consulting Laboratory

General Business Administration Courses

GBA515 Effective Negotiations
Hours 3
This course will employ negotiations exercises, expert guest speakers and additional readings to help students master negotiation skills.

GBA525 Business Policy
Hours 3
An integrative study of the manager’s role as chief strategy maker and chief strategy implementer, using case analysis and management simulation techniques.

GBA526 Competitive Strategy
Hours 3
Examines conceptual tools for the in-depth analysis of industries and competitors; how to build and defend competitive advantages and how to formulate a successful competitive strategy. Usually offered spring semester.

GBA527 Strategy Implementation
Hours 3
An examination of the tasks of strategic leadership and the action alternatives for matching internal organizational conditions to the requirements of strategy execution. Usually offered spring semester.

GBA571 STEM Business Honors VII
UH
Hours 1.5
This course is the seventh in a series of eight STEM Business Honors courses that students take in the STEM Path to the MBA. It is intended to be taken in the fall semester of the students' senior year. It will focus on a year-long (two semester) project.

Prerequisite(s): GBA 371 and GBA 372
University Honors

GBA572 STEM Business Honors VIII
Hours 1.5
This course is the last in a series of eight STEM Business Honors courses that students take in the STEM Path to the MBA. It is intended to be taken in the spring semester of the students' senior year. It will focus on a year-long (two semester) project.

Prerequisite(s): GBA 371, GBA 372, and GBA 571

GBA591 Independent Study
Hours 1-3
Open to all graduate students on an elective basis. This course offers students an opportunity to pursue a course of study that they design according to their own interests. Students may also work on a faculty-directed research project and receive credit.

GBA592 Managerial Internship
Hours 3
Open to all graduate students on an elective basis. Through the cooperation of participating organizations, students are exposed to actual management situations and are given an opportunity to apply classroom knowledge to practical decision problems.

GBA596 Capstone Project
Hours 1-3
The course requires the student to apply his/her knowledge of the field of General Business to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.
Health Care Management Courses

HCM570 Introduction to Health Systems
Hours 3
This course provides a basic overview of health insurance, financing, delivery and payment in the US health system compared with other health care systems.

HCM573 Advanced Issues in Health Care Management
Hours 3
This course examines current policy and social issues in health care management. Students develop the analytical skills needed by decision makers of health care organizations.

HCM576 Advanced Principles of Long-Term Care
Hours 3
This course examines basic and advanced concepts of long term care organizations and management, with an emphasis on understanding the current delivery system and the unique challenges faced by practitioners, as well as the needs of long term care stakeholders.

HCM577 Advanced Ambulatory Care Management
Hours 3
This course examines basic and advanced concepts of ambulatory care organization and management, with an emphasis on the competencies needed to operate an ambulatory practice, as well as the skills needed to manage relationships with ambulatory care stakeholders.

HCM596 Capstone Project
Hours 1-3
This course requires the student to apply his/her knowledge of the field of Healthcare Management to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.

International Business Administration Courses

Students who are interested in international business may select a concentration in economics or marketing. International courses are offered in marketing, economics, finance, legal studies, and accounting. It is strongly recommended that interested business students develop a working knowledge of a language other than English. Opportunities for dissertation research in international business are available in economics, management, and marketing.

IBA550 Global Business
Hours 1-3
A seminar emphasizing the environmental factors affecting international business operations, and studying different economic, social, cultural, legal, and other environmental conditions and their influence on both the formulation and execution of business policy of firms engaged in multinational business.

IBA555 Global Market Management
Hours 3
The object of this course is to investigate the effects of cultural similarities and differences on marketing practices worldwide. Also examined are the effects of market idiosyncrasies on globally oriented products, promotion, pricing, and distribution strategies.

IBA560 Advanced Import/Export Strategy
Hours 3
This course will provide a detailed overview of marketing, management, and logistics issues relative to setting up and operating an import/export firm or engaging in these activities in an existing firm.

IBA596 Capstone Project
Hours 1-3
This course requires the student to apply his/her knowledge of the field of International Business Administration to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.

IBA597 Special Topics: Independent Study
Hours 3
This course offers faculty a chance to present topics of interest to themselves and to students with interests in international business.

Other International Course Offerings

EC530 International Trade
Hours 3
Analysis and policy implications relating to the international movement of goods, resources, and financial assets.

FI531 International Finance
Hours 3
An examination of the foreign exchange market, exchange rate determination, international financial institutions, and the management of the risks associated with international business.

Business Administration, MBA

Objective
The objective of the Manderson MBA program at The University of Alabama is to prepare high-achieving, high-potential students for successful business careers in a globally competitive environment. The MBA program has a commitment to providing a high value-added experience within a diverse and collaborative learning environment. The curriculum emphasizes fundamental business concepts, knowledge and skills through an interdisciplinary perspective. Case studies, projects, teamwork and technology contribute to a dynamic applied learning environment.

MBA Program Formats
The Manderson MBA Program is offered in a variety of formats. The Traditional MBA is a full-time, two-year program that requires a concentration. The STEM Path to the MBA is also a full-time, two-year program integrated with University of Alabama undergraduate STEM majors that requires a specialization. The Executive MBA is a weekend program for mid to upper-level managers offered in two formats, one in Tuscaloosa and one in Huntsville.

Traditional MBA
Students take a prescribed program of courses and cross-discipline work that blends the analytical tools of management and the functional areas of business into a general management perspective. Topics include accounting, economics, finance, management, marketing, operations, strategy, communications, information systems, and statistics. In
addition, each student pursues elective courses leading to a mandatory area of concentration. All course selections for the area of concentration must be made with the advice of a designated graduate faculty member. Teaching methods combine cases, lecture-discussion, and projects. The small size of the program allows faculty members to utilize a variety of techniques for enhancing learning.

See specific Traditional MBA Admissions Requirements.

STEM Path to the MBA

The STEM Path to the MBA is a five-year program designed for entering University of Alabama freshmen majoring in a STEM area (science, technology, engineering, or mathematics). This program integrates STEM business honors courses with the undergraduate STEM program and culminates in the MBA program.

During each semester of their four years of undergraduate study, students enroll in a 1.5 credit-hour STEM Business Honors course. These honors courses focus on communication and leadership skills. Students work in teams on community projects to develop an appreciation and basic understanding of the importance of management skills in science and technology careers and to create an opportunity to interact with other STEM students, as well as executives from technology companies and MBA faculty members.

The STEM Business Honors courses are taught by a faculty member who is assigned to the cohort in the freshman year, and works with them through their senior year. This provides continuity of contact and allows the faculty mentor to track the students through the program.

During the sophomore, junior and senior years, STEM discipline students can expect to be off-campus and involved in internships, cooperative-learning experiences and other online learning activities. The STEM Business Honors courses include extensive use of digital technology – streaming video of presentations from guest speakers; teleconferencing for student presentations and class meetings using Skype and similar technologies; and the use of course-management software that allows off-campus students to remain engaged and participate in coursework.

See additional information on the STEM Path to the MBA Program.

Executive MBA (EMBA) Weekend Program

The Executive MBA program provides working professionals with the tools, skills, and knowledge essential for expanding and/or pursuing new career options in business. Weekend classes allow students to pursue the MBA degree without sacrificing current employment. This program requires 48 semester hours of coursework in a lock-step cohort format. Classes meet on Fridays and Saturdays. The program is offered in two formats. The Tuscaloosa EMBA program meets roughly every other weekend in a face-to-face format over 17 months. The Huntsville EMBA program meets one weekend per month in a blended in-class/face-to-face format over 21 months. Both programs include an international trip/experience in the final term where students visit with the senior management of global companies of a particular country. Technology is used to enhance classroom learning and to facilitate student and faculty interaction when students are away from campus.

See additional information on the EMBA Program.

Dual Degrees

JD/MBA Joint Degree Program in Law and Business

The University of Alabama School of Law and the Manderson Graduate School of Business offer students who are interested in combined business and legal career opportunities a law and MBA curriculum culminating in the awarding of the juris doctor (JD) and MBA degrees within four years. Admission is required into both programs. Further information about the joint JD/MBA Program may be obtained by contacting the director of the MBA Program and/or the Law School admissions office as well as by visiting the respective websites.

MBA Dual Degrees in Engineering

The Manderson Graduate School of Business and the College of Engineering offer students from an engineering background an opportunity to receive both their MBA and Master’s in Engineering (Civil or Mechanical) within two calendar years. Prospective students must be admitted to both programs before being allowed to pursue the dual curriculum. Further information about the dual MBA/ENG programs may be obtained by contacting the director of the MBA Program and/or the Engineering admissions office as well as by visiting the respective websites.

MBA/MFA Dual Degree

The Manderson Graduate School of Business and the College of Arts and Sciences offer students an opportunity to receive both their MBA and their Master’s in Fine Arts (Theater Management) within four years. Prospective students must be admitted to both programs before being allowed to pursue the dual curriculum. Further information about the dual MBA/MFA program may be obtained by contacting the director of the MBA Program and/or the Theater Management office as well as by visiting the respective websites.

For general admissions policies of the Graduate School, click below. See the Admission Criteria section of this catalog for more information.

Admission Requirements

Admission to the MBA program requires a bachelor’s degree from a regionally accredited college or university. Applicants also must show evidence of career interest in management. Relevant employment experience may be considered in the admissions decision but is not a prerequisite. GMAT or GRE scores are required. Candidates who have already completed a post-baccalaureate degree or who have seven years or more of appropriate full-time post-baccalaureate work experience may request a GMAT/GRE waiver. Strong quantitative and verbal skills are required. Students are encouraged to provide evidence of those skills, especially if they are not evident in other application materials. Students whose native language is not English are required to complete the Test of English as a Foreign Language (TOEFL).

Following an initial review of completed application materials, qualified applicants are asked to arrange campus interviews. When campus interviews are not feasible, video interviews may be substituted. Admission recommendations are made by a faculty admissions committee after reviewing a candidate’s application materials and are based on an assessment of the candidate's suitability for the Manderson MBA program; the Graduate School makes the final determination on each applicant’s recommendation by the faculty admissions committee. A strong academic record is a necessary but not a sufficient criterion for admission. Applications should be submitted by April 15 prior to the fall of the year of intended enrollment. Applications received prior to February 15 will receive priority for financial assistance. Students must begin the program in the fall semester and must be enrolled for four consecutive semesters plus the summer of the intervening year. During the summer, students are expected to be involved in meaningful internships to further enhance their professional experiences.
A student entering the MBA program is expected to have a good working knowledge of word-processing and spreadsheet software. See specific Traditional MBA Admissions Requirements. See our STEM Path to the MBA Program website. See our EMBA Program website.

Culverhouse School of Accountancy

- Majors
  - Accountancy (MMA) (p. 511)
  - Tax Accounting (MTA) (p. 514)
  - Accounting (Ph.D.) (p. 514)

The courses below are offered by the Manderson Graduate School of Business. Courses offered by other divisions of the University that business students are either required to take or permitted to elect are listed under the appropriate department in this catalog or in the undergraduate catalog. Prerequisites for any course may be waived if the student has equivalent knowledge or if the student passes an examination on the required prerequisites.

AC501 Basic Acctg Managrl Finan Cont
Hours 3
Study of the fundamentals of financial accounting. Attention is given to the interpretation and uses of information contained in financial statements.

AC502 Acctng Management Decisions
Hours 3
Study of the fundamentals of managerial accounting. Attention is given to the use of accounting by business managers.
Prerequisite(s): AC 501

AC506 Concepts Financial Managrl Acc
Hours 3
Basic accounting concepts and procedures with an emphasis on the use of accounting information by business managers.

AC512 Adv Financial Reporting/Analys
Hours 3
Advanced topics in financial accounting and reporting considered from a practical and theoretical perspective.

AC515 Current Issues in the Accounting Profession
Hours 3
This course is for accounting students who are returning from a spring internship.

AC523 Business Valuatn Perform Measm
Hours 3
The analysis of accounting information for purposes of valuing businesses for investment, credit, and related decisions.

AC532 Corp Governance Risk Assessmt
Hours 3
Advanced study of standards, concepts, procedures, and professional ethics underlying governance and the provision of assurance services.

AC534 Fraud & Ethics Risk Management
Hours 3
Advanced study of the forensic accounting profession, fraud prevention, detection, and investigation, and the character needed to manage ethical challenges.

AC548 Financial Statement Analysis
Hours 3
Discussion and application of a common framework for the analysis of general purpose financial statement information for a variety of contexts. Includes discussions of the accounting process, availability and relevance of financial information, analytical implications of selected intermediate and advanced accounting concepts, required disclosures, and various analytical techniques available to the accounting or finance professional.
Prerequisite(s): Admission to Master of Accountancy (MAcc) program or permission of the instructor.

AC554 Professional Certification
Hours 3
Examination of accounting standards and procedures required for professional accounting certification.

AC556 Governmental Nonprofit Account
Hours 3
Special features of budgetary and fund accounting as applied to municipalities, other governmental units, and institutions such as schools and hospitals.

AC561 Accounting Business Management
Hours 3
Concepts and procedures employed in developing and using accounting information for management decisions.

AC575 Taxn Corp Shareholders
Hours 3
A study of federal income tax problems of corporations and the relationships of these problems to the tax problems of the corporate shareholder.

AC576 Adv Corporate Taxation
Hours 3
A study of the tax accounting problems relating to corporate organizations, commonly controlled corporations, and consolidated tax returns.
Prerequisite(s): AC 471

AC578 Partnership Taxation
Hours 3
Designed to explore, in depth, the taxation of the formation, operation, and disposition of partnerships and LLCs. In addition, a brief review of the taxation of S corporations is presented.

AC582 State And Local Taxation
Hours 1-3
Introduction to state and local taxation of businesses.

AC583 Employee Benefits
Hours 1-3
AC589 Systems Analysis & Control
Hours 3
Examination of information systems development and control issues from the perspective of ensuring relevance, reliability, and security of business systems and information.

AC592 Accounting Internship
Hours 3
No description available

AC593 Res & Communicatin Taxation
Hours 3
A study of tax research procedures, documentation of research, and presentation of research findings.

AC597 Special Topics In Accounting
Hours 1-6
No description available

AC610 Intro Accounting Res I
Hours 3
Study of the production of accounting research, with specific focus on the scientific method. Intensive focus on problem identification and communication, and theory and hypothesis development.

AC620 Acctg Research Sem I
Hours 3
Study of advanced research methods with intensive focus on design and method development, data analysis, and interpretation of results.

AC630 Archival Acctg Research
Hours 3
Study of the archival accounting research literature.

AC640 Experimental Acctg Research
Hours 3
Study of the experimental accounting research literature.

AC650 Directed Research
Hours 3
Examination of the literature and methodology associated with a specific research topic. Directed focus on development of second-year paper.

AC691 Research Practicum I
Hours 3
Development of a first-year project under the supervision of a faculty member. Resulting papers are presented at a departmental research workshop.

AC692 Research Practicum II
Hours 3
Development of a second-year research project under the supervision of a faculty member. Resulting papers are presented at a departmental research workshop.

AC698 Research Colloquim Series
Hours 1
Participation in a research colloquium series involving scholars from top academic institutions.

AC699 Dissertation Research
Hours 1-15
No description available

Faculty
Director
Richard Houston
Professor
Richard Houston

Accountancy, MMA

Admission requirements
Before admission to the program, students should have completed the following accounting courses or their equivalents:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
<th>Equivalent Courses</th>
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<tbody>
<tr>
<td>AC 310</td>
<td>Financial Reporting &amp; Analysis of Business Activities I</td>
<td>3</td>
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<tr>
<td>AC 311</td>
<td>Financial Reporting &amp; Analysis of Business Activities II</td>
<td>3</td>
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<tr>
<td>AC 361</td>
<td>Cost Analysis for Planning &amp; Control</td>
<td>3</td>
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<tr>
<td>AC 371</td>
<td>Introduction To Taxation</td>
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<tr>
<td>AC 389</td>
<td>Accounting Information Systems - Development, Operation,</td>
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<td></td>
<td>and Control</td>
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<tr>
<td>AC 432</td>
<td>Intro to Corporate Governance, Risk Assessment,</td>
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<td></td>
<td>and Assurance Services</td>
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<td>AC 456</td>
<td>Government &amp; Nonprofit Accounting (Students who have</td>
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<td>not taken AC456 and/or AC471 or their equivalents must</td>
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<td>AC 471</td>
<td>Taxation of Business Transactions &amp; Organizations</td>
<td>3</td>
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Students who have not taken AC456 and/or AC471 or their equivalents must take AC556 and/or AC471 (for graduate credit) as graduate electives.

See the Admission Criteria section of this catalog for more information.

Degree requirements
The master of accountancy degree program is a fifth-year professional program. The objective of the program is to provide students with greater breadth and depth of understanding in accounting and business than is possible in an undergraduate program. The program prepares students for careers as professional accountants in public accounting, financial institutions, government, industry, and nonprofit organizations. Graduates are prepared to research various databases related to troublesome accounting problems, and to exercise judgment in making accounting-related decisions by drawing on their integrated, comprehensive body of accounting and business knowledge. Students are required to complete a minimum of 30 hours of approved coursework beyond the undergraduate degree. A minimum of 24 hours must be taken in courses open only to graduate students.

The following courses are required for the MMA degree. A minimum of 21 hours of accounting courses (required and elective) must be completed. Electives in areas other than accounting are chosen in consultation with the student's advisor and vary based on students' backgrounds and
interests. The School of Accountancy will not accept more than six hours of transfer graduate credit from master students.

Course requirements for MMA program

Students must take a minimum of 30 hours of graduate courses, including a minimum of 21 hours of accounting courses. Electives must be approved by the coordinator of the MMA program.

**Required Accounting Courses**

- AC 512  Adv Financial Reporting/Anlys  3
- AC 523  Business Valuatn Perform Measm  3
- AC 532  Corp Governance Risk Assessmt  3
- AC 534  Fraud & Ethics Risk Management  3
- AC 548  Financial Statement Analysis  3
- AC 561  Accounting Business Management  3
- AC 589  Systems Analysis & Control  3

MMA students may take one of the following tax courses with permission:

- AC 593  Res & Communicatn Taxation  3
- Electives (up to 9 hours)  9

Total Hours  33

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding
the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed.

All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing
the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Accounting, Ph.D.
The Ph.D. Program in Accounting is a research-intensive program that provides excellent preparation for a career in academics. The four-year program is designed to provide the tools needed for long-term success as an accounting scholar in all areas, including research, teaching, and service. An applicant who is accepted for admission to the Culverhouse School of Accountancy Ph.D. Program will be admitted as a regular full-time in-residence Ph.D. student. The Culverhouse School of Accountancy Ph.D. Program has no other category of admissions.

Admission decisions are made by the Ph.D. program committee after considering applicant background, GMAT scores (660 minimum) or GRE scores (1200 minimum), grade point averages (GPAs), letters of reference, fulfillment of prerequisites and an on-campus interview. The GMAT is preferred, but students may choose to take either the GMAT or the GRE. All international students are required to submit a Test of English as a Foreign Language (TOEFL) score (600 minimum) and a Test of Spoken English (TSE) score (230 minimum).

Early application increases the probability of admission. The following provides an approximate timetable of Graduate School application dates:
The PhD committee begins reviewing applications on the 1st of September in the year prior to admission. The admissions process will be completed when the class is full.
The Ph.D. Program in Accounting involves two years of rigorous coursework. In addition to Accounting seminars, students take courses in Statistics and Economics. Depending on their research focus, students often will take additional electives in other departments such as Psychology or Finance.
The program has two significant research milestones that students must meet before progressing to the dissertation phase. The first year paper, typically a scholarly review of existing accounting literature that addresses a specific research area, is completed by students in their first year and presented by June 30 following their first year of coursework. The second year paper is a complete, original, empirical study undertaken under the direction of the student’s faculty advisor. Students must present the second year paper by June 30 following their second year of coursework. Students must successfully present and defend the second year paper before progressing to the dissertation phase.

Writing a dissertation is the final test of research skill. Students must demonstrate an understanding of relevant literature and methodology, and the ability to think independently. Ph.D. candidates must identify an original topic, plan a test of hypotheses, gather data, complete a written version of the dissertation, and defend it at a final oral examination, after which they finalize a document acceptable to the dissertation committee and to the Graduate School.

See the UA Graduate School webpage for additional guidance.

Tax Accounting, MTA
The master of tax accounting (MTA) degree program is a multidimensional approach to the education of the modern tax specialist. The program develops an understanding of the taxation system and the interrelationships that exist between that system and accounting theory; a basic knowledge of the legal system as it relates to taxation; and the basic tools necessary for research and communication in taxation. Graduates are prepared to research various tax, legal, and accounting databases related to troublesome tax problems and to exercise judgment in making tax-related decisions by drawing on their integrated, comprehensive knowledge of accounting and taxation.

Admission requirements
Before final admission to the program, students should have completed the following courses or their equivalents:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC 310</td>
<td>Financial Reporting &amp; Analysis of Business Activities I</td>
<td>3</td>
</tr>
<tr>
<td>AC 311</td>
<td>Financial Reporting &amp; Analysis of Business Activities II</td>
<td>3</td>
</tr>
<tr>
<td>AC 361</td>
<td>Cost Analysis for Planning &amp; Control</td>
<td>3</td>
</tr>
<tr>
<td>AC 371</td>
<td>Introduction To Taxation</td>
<td>3</td>
</tr>
<tr>
<td>AC 389</td>
<td>Accounting Information Systems - Development, Operation, and Control</td>
<td>3</td>
</tr>
<tr>
<td>AC 432</td>
<td>Intro to Corporate Governance, Risk Assessment, and Assurance Services</td>
<td>3</td>
</tr>
<tr>
<td>AC 471</td>
<td>Taxation of Business Transactions &amp; Organizations</td>
<td>3</td>
</tr>
</tbody>
</table>

Students must complete AC471 or its equivalent prior to starting the program. Students who have not taken AC456 or its equivalent must take AC556 in addition to other required coursework.

Degree requirements
Students are required to complete a minimum of 30 hours of approved coursework beyond the undergraduate degree. At least 18 of these hours must be in coursework in the major field. A minimum of 24 hours must be taken in courses open only to graduate students, and 15 of these must be in courses in accounting and taxation at The University of Alabama. Students who will sit for the CPA exam in Alabama are required to take AC 456 Government & Nonprofit Accounting as part of their undergraduate or graduate program. To receive the master of tax accounting degree, the student must complete the required core courses with an average grade of "B" or better, and must maintain an average grade of "B" or better in all required accounting courses. The following core courses are required for the MTA degree:
Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate
School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master's candidacy requirement. Departments may monitor master's candidacy if they wish, but the Graduate School does not monitor it and will not accept master's candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master's degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student's major department or division.

The final oral thesis defense is the culminating experience in the master's program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

**Journal Format.**

A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense. The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of
graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

**Department of Economics, Finance, and Legal Studies**

- **Majors**
  - Economics (MA) (p. 520)
  - Economics (Ph.D.) (p. 523)
  - Finance (MS) (p. 529)
  - Finance (Ph.D.) (p. 531)

**Economics**

Intermediate macro- and microeconomic theory (EC 309 Intermediate Macroeconomics and EC 308 Intermediate Microeconomics or their equivalents) are considered prerequisites for all graduate coursework in economics, except for MBA-designated courses.

**EC500 Managerial Economics**

Hours 3

An introduction to the foundations of both micro- and macroeconomic analysis, including consumer demand, production and cost analysis, price determination, and macroeconomic theory and policy. Emphasis is on the theory of the firm.

**EC508 Microeconomic Theory**

Hours 3

An examination of the theory of resource allocation. Topics include demand theory, production and cost functions, theory of markets, general equilibrium analysis, and welfare theory.

**EC509 Macroecon Theory/Policy**

Hours 3

This overview of modern macroeconomic theory and its implications for the conduct of stabilization policies is intended to provide a solid background in macroeconomics for students not seeking a terminal degree in economics or for students preparing for EC 511. The course considers the microeconomic foundations of aggregate economic analysis, but with less mathematical rigor than in EC 511.

**EC512 Indus Org Public Policy**

Hours 3

The theoretical and empirical study of large industrial firms in a market economy. The focus is on corporate and governmental policies affecting markets.

Prerequisite(s): EC 508

**EC513 Economic Forecasting Analysis**

Hours 3

A survey of the analytical techniques used by economists to forecast the macro- and micro-levels of economic activity and the effects of public policy on the economy. Computing proficiency is required for a passing grade in this course.

**EC516 Monetary Theory & Policy**

Hours 3

Theoretical and empirical analysis of the money supply process, the demand for money, the impact of money on the economy, and the implementation of monetary policy.

Prerequisite(s): EC 508 or EC 509

**EC523 Public Finance**

Hours 3

Study of the principles of taxation, government expenditures, borrowing, and fiscal administration.

Prerequisite(s): EC 508 and EC 470

**EC530 International Trade**

Hours 3

Analysis and policy implications relating to the international movement of goods, resources, and financial assets.

**EC531 International Finance**

Hours 3

An examination of the foreign exchange market, exchange rate determination, international financial institutions, and the management of the risks associated with international business.

**EC570 Mathematical Economics**

Hours 3

An introduction to mathematical tools commonly used in advanced economic theory and econometrics.

**EC571 Econometrics**

Hours 3

A quantitative analysis of actual economic phenomena based on the current development of theory and observation, related by appropriate methods of inference.
EC573 Games and Decisions
Hours 3
An introduction to game theory with emphasis on application. Game theory is a toolbox for analyzing situations where decision makers influence one another.

EC591 Independent Study
Hours 1-6
No description available

EC592 Internship
Hours 3
No description available

EC596 Capstone Project
Hours 1-3
This course requires the student to apply his/her knowledge of the field of Economics to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.

EC597 Special Topics In Economics
Hours 1-6
None.

EC610 Seminar In Microeconomic Theor
Hours 3
An advanced study of the modern theory of value and price. The seminar includes demand and supply analysis, marginal analysis, and the monopolistic and competitive structure of markets.

EC611 Seminar in Macroeconomic Theory
Hours 3
Selected topics in contemporary macroeconomic theory, with emphasis on dynamic analysis of cyclical fluctuations, stabilization policies, and growth.

EC612 Sem Industrial Organizat
Hours 3
A survey of selected topics in industrial organization. Both theoretical and applied topics are examined, with special emphasis on recent developments.

EC616 Sem Monetary Economics
Hours 3
Selected topics in contemporary monetary theory, with emphasis on determination of the value of money and the effectiveness of monetary policies.

EC623 Public Expend Policy Analysis
Hours 3
A survey of the public-economics literature, with emphasis on the theory of public goods, public choice, and income distribution policies.

EC624 Political Economy
Hours 3
A survey of selected topics in the field of political economy with an emphasis on voting theory, collective action and rent seeking.
Prerequisite(s): EC 610

EC631 Sem Internationl Finance
Hours 3
A survey of the most important professional literature dealing with international financial management.

EC640 Theory Of Risk And Ins
Hours 3
Foundation of insurance in risk theory and its problems and practices.

EC660 Game Theory
Hours 3
An introduction to non-cooperative game theory. Emphasis on applications in microeconomics and macroeconomics.
Prerequisite(s): EC 610

EC670 Econometrics
Hours 3
Introduction to methods of analyzing economic data. Topics include linear and non-linear least squares, maximum likelihood estimation, statistical inference, and methods for handling data problems.

EC671 Seminar : Econometrics
Hours 3
A study of selected topics and problems in econometrics emphasizing methodology for economic research measurements.

EC672 Financial Econometric Modeling
Hours 3
The application of econometric time-series methods to financial data. GARCH, nonlinear and cointegration models will be emphasized.
Prerequisite(s): EC 571 or ST 570 or EC 670

EC673 Nonparametric Econometrics
Hours 3
This course will discuss the principles of nonparametric methods. It will provide intuitive explanations of theoretical concepts and empirical examples of nonparametric techniques.

EC676 Advanced Monetary Policy
Hours 3
This course is geared towards developing skills to conduct research in the areas of monetary theory and policy analysis. It builds on advanced topics that were introduced in Economics 616: Graduate Seminar on Monetary Economics. By the end of the semester, each student should have completed the initial stages of developing a potential dissertation chapter.
Prerequisite(s): EC 611 and EC 616

EC698 Research In Economics
Hours 1-6
Consists of supervised study and investigation of specific problems in economics. Only open to graduate students nearing completion of coursework for the degree.
EC 699 Dissertation Research
Hours 1-15
No description available

Finance

EC 110 Principles of Microeconomics and EC 111 Principles of Macroeconomics or their equivalents are prerequisites for all graduate coursework in finance, except for MBA-designated courses.

FI 504 Financial Management
Hours 1-4
Corporate financial planning and decision making; working capital management, capital budgeting, financing, risk-return analysis, valuation, and dividend policy.

FI 505 Corporate Valuation
Hours 3
A case study course that focuses on the valuation of publicly held firms.

FI 506 Mergers & Acquisitions
Hours 3
An examination of corporate acquisitions, including firm valuation, bidding contests, and defense managers, as well as the corporate tax and legal environment.

FI 510 Financial Management
Hours 3
A course concerned with the management of corporate capital. Emphasis is on analysis of problems.

FI 512 Money And Capital Mkts
Hours 3
A detailed analysis of the role of money and capital markets in the financial process and of the influence outside forces have on these markets.

FI 514 Investments
Hours 3
An overview of the investment decision process. Areas covered are financial statement analysis, risk measures, stock-price valuation models, and portfolio management.

FI 515 Quantitative Investment Analys
Hours 3
Acquaints the student with the quantitative approaches used in modern portfolio theory and investment analysis.

FI 516 Monetary Theory & Policy
Hours 3
Theoretical and empirical analysis of the money supply process, the demand for money, the impact of money on the economy, and the implementation of monetary policy.

FI 519 Financial Engineering
Hours 3
Advanced quantitative analysis designed to improve managing financial risks such as adverse stock price movements, adverse interest rate changes and adverse commodity price changes, with specific attention given to employing futures, options and swap contracts.

FI 520 Financial Risk Management
Hours 3
Advanced methodologies of valuing and managing financial derivative contracts are introduced, including numerical integration, lattice approaches and simulation. A particular emphasis is given to implementing these methodologies as computer programs.

FI 522 Bank Administration
Hours 3
A case course examining various aspects of managing a commercial bank in a dynamic environment.

FI 531 International Finance
Hours 3
An examination of the foreign exchange market, exchange rate determination, international financial institutions, and the management of the risks associated with international business.

FI 534 Seminar In Real Estate
Hours 3
A survey of the major topics and issues in real estate, including real estate investment, alternative financing arrangements, law and agency theory, appraisal, market analysis, taxation, and brokerage.

FI 535 Real Estate Invest & Develpmnt
Hours 3
A study of the concepts and principles of real property valuation and the analysis of real estate investments.

FI 591 Independent Study
Hours 1-6
No description available

FI 592 Internship
Hours 3
No description available

FI 596 Capstone Project
Hours 1-3
This course requires the student to apply his/her knowledge of the field of Finance to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.

FI 597 Special Topics: Finance
Hours 1-6
No description available

FI 601 Finance Theory I
Hours 3
Advanced practices of financial management and their application to decision making in the business firm.
FI602 Finance Theory II  
Hours 3  
An extension of the content of previous courses to summarize modern developments in financial theory.

FI610 Seminar In Finan Mgt  
Hours 3  
Advanced management theory and techniques in the finance area. Emphasis is on current publications in the academic finance literature.

FI614 Seminar In Investments  
Hours 3  
Provides an understanding of theoretical and functional aspects of professional investment management theory.

FI620 Market Microstructure Theory  
Hours 3  
This course provides exposure to the major theoretical models that examine how the structure of markets affects price formation, information transmission, and operational efficiency.

FI624 Financial Markets  
Hours 3  
This seminar provides for a deep understanding of the monetary and financial system, required of finance specialists in corporate finance, banking, and investments.

FI640 Theory Of Risk And Ins  
Hours 3  
The foundation of insurance in risk theory and its problems and practices.

FI698 Research In Finance  
Hours 3  
These courses consist of supervised study and investigation of specific problems in finance. They are open only to graduate students nearing completion of coursework for the degree.

FI699 Dissertation Research  
Hours 1-15  
No description available

Legal Studies  
The School does not offer a graduate-level major program in legal studies. However, these courses will add breadth and a valuable background to any of the available graduate programs, by incorporating understanding of law within other disciplines.

LGS504 Legal Issues Accounting  
Hours 3  
Study of various legal issues in the accounting profession. Among topics covered are accountant liability, commercial transactions, and business organizations.

Faculty  
Department Head  
Laura Razzolini

Economics, MA  
The MA program in economics is designed to prepare students for careers as professional economists in business, government agencies, colleges and universities.

Admission Requirements  
Entering graduate students are expected to have completed undergraduate coursework in economics, statistics, and mathematics. Students must have completed the following undergraduate courses or their equivalents:

- EC 308 Intermediate Microeconomics 3  
- EC 309 Intermediate Macroeconomics 3  
- ST 260 Statistical Data Analysis 3  
- MATH 121 or Calculus & Applications 3-4  
- MATH 125 Calculus I  

Any deficiencies should be made up by taking courses during the summer before entering the master's program.

See the Admission Criteria section of this catalog for more information.

Degree Requirements  
There are three tracks available for the MA degree in economics. Track I provides preparation for the PhD in economics, Track II is designed for students who wish to pursue careers applying economic analysis and Track III provides a strong foundation for students who have strong interests in public policy issues.

Track I  
The following are the requirements for the MA degree in economics to prepare for the PhD:

Required courses  
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC 570</td>
<td>Mathematical Economics</td>
<td>3</td>
</tr>
<tr>
<td>EC 610</td>
<td>Seminar In Microeconomic Theor</td>
<td>3</td>
</tr>
<tr>
<td>EC 611</td>
<td>Seminar in Macroeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>EC 616</td>
<td>Sem Monetary Economics</td>
<td>3</td>
</tr>
<tr>
<td>EC 660</td>
<td>Game Theory</td>
<td>3</td>
</tr>
<tr>
<td>EC 670</td>
<td>Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>EC 671</td>
<td>Seminar : Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ST 554</td>
<td>Math Statistics I</td>
<td>3</td>
</tr>
<tr>
<td><strong>Credit Hours Subtotal:</strong></td>
<td></td>
<td><strong>24</strong></td>
</tr>
</tbody>
</table>

Electives  
Select any two graduate-level economics courses at the 500 level. These can be selected from the following areas: applied microeconomic theory, monetary economics, or public economics.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Credit Hours Subtotal:</strong></td>
<td></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

Total Hours  
30

1 Students who have taken EC 470 Introduction to Mathematical Economics or its equivalent (with a grade of "B" or above) will be allowed to waive this requirement. All students who have not taken this course are very strongly urged to take it in the summer prior to entry into the program in the fall semester.
Track II
The following are the requirements for the MA degree in applied economics:

**Required courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC 513</td>
<td>Economic Forecasting Analysis</td>
<td>3</td>
</tr>
<tr>
<td>EC 571</td>
<td>Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>EC 508</td>
<td>Microeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>EC 509</td>
<td>Macroecon Theory/Policy</td>
<td>3</td>
</tr>
<tr>
<td>EC 570</td>
<td>Mathematical Economics</td>
<td>3</td>
</tr>
<tr>
<td>ST 521</td>
<td>Statistical Data Management</td>
<td>3</td>
</tr>
<tr>
<td>ST 522</td>
<td>Adv Statistical Data Mgt</td>
<td>3</td>
</tr>
<tr>
<td>ST 531</td>
<td>Data Mining I</td>
<td>3</td>
</tr>
<tr>
<td>ST 532</td>
<td>Advanced Data Mining</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elective courses**

Select one of the following:¹

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC 516</td>
<td>Monetary Theory &amp; Policy</td>
<td>3</td>
</tr>
<tr>
<td>EC 531</td>
<td>International Finance</td>
<td></td>
</tr>
<tr>
<td>EC 597</td>
<td>Special Topics In Economics</td>
<td></td>
</tr>
<tr>
<td>FI 510</td>
<td>Financial Management</td>
<td></td>
</tr>
<tr>
<td>FI 512</td>
<td>Money And Capital Mkts</td>
<td></td>
</tr>
<tr>
<td>FI 514</td>
<td>Investments</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours Subtotal: 27

**Total Hours:** 30

¹ Students who wish to avoid taking a comprehensive exam should choose EC 596 Capstone Project. The purpose of this class is to provide students an opportunity to complete projects using economic analysis. This would provide a capstone experience for students in the program.

Other courses may be substituted as electives with permission of the graduate program committee.

Track III
The following are the requirements for the MA degree in public policy economics:

**Required courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC 513</td>
<td>Economic Forecasting Analysis</td>
<td>3</td>
</tr>
<tr>
<td>EC 571</td>
<td>Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>EC 508</td>
<td>Microeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>EC 509</td>
<td>Macroecon Theory/Policy</td>
<td>3</td>
</tr>
<tr>
<td>EC 570</td>
<td>Mathematical Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

Credit Hours Subtotal: 15

**Electives**

Select any four graduate-level economics courses at the 500 level.

Credit Hours Subtotal: 12

**Additional course**

Select one additional course at the graduate level ²

Credit Hours Subtotal: 3

**Total Hours:** 30

¹ Students who have taken EC 470 Introduction to Mathematical Economics or its equivalent (with a grade of "B" or above) will be allowed to waive this requirement. All students who have not taken this course are very strongly urged to take it in the summer prior to entry into the program in the fall semester.

² Students who wish to avoid taking a comprehensive exam should choose EC 596 Capstone Project. The purpose of this class is to provide students an opportunity to complete projects using economic analysis. This would provide a capstone experience for students in the program.

Representative 500-level Elective Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC 512</td>
<td>Indust Org Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>EC 516</td>
<td>Monetary Theory &amp; Policy</td>
<td>3</td>
</tr>
<tr>
<td>EC 523</td>
<td>Public Finance</td>
<td>3</td>
</tr>
<tr>
<td>EC 530</td>
<td>International Trade</td>
<td>3</td>
</tr>
<tr>
<td>EC 531</td>
<td>International Finance</td>
<td>3</td>
</tr>
</tbody>
</table>

Other courses may be substituted as electives with permission of the graduate program committee.

Master's Degrees

The primary purpose of master's degree programs is to provide students with subject matter at an advanced level in their fields of study. Master's degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master's degree:

**Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or "capstone experience" as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements

A student's program at the master's level must provide sufficient association with the resident faculty to permit individual evaluation of the student's capabilities and achievements.

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for
Graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

Journal Format.

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.
Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

• a written and/or oral examination based on the content of the degree program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from previous courses;
• a research paper, a “policy and practice” paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Economics, Ph.D.
The Economics Ph.D. program provides students with the advanced training and knowledge necessary to pursue positions leading to careers in research and teaching at other institutions of higher learning, careers in economic analysis and forecasting, and careers in public policy analysis within local, state or federal government. The Ph.D. is awarded to students who excel in the comprehensive examination and who write a dissertation that demonstrates their ability to do independent research. The coursework for the Ph.D. is an initial exposure to major contributions in the literature and applications of the methodology. Students acquire competence through study of the literature and development of research skills. The program develops this competence.

See the Admission Criteria section of this catalog for more information.

Qualifying Exams
As a part of the regular sequence in the Economics Ph.D. program, students are required to pass a qualifying examination, which is administered at the end of their first year of study. The exam is normally offered in May.

The exam is comprised of two parts: microeconomics and macroeconomics. To be eligible to continue in the Ph.D. program, a student must pass both parts of the exam. If a student has successfully passed both parts of the exam by the end of August, the student will be allowed to continue in the Ph.D. program.

The Dissertation
During the third year, students are expected to commence work on the dissertation. Students are transferred from the program committee to a dissertation committee and formally begin work on their thesis defense.

Writing a dissertation is the final test of research skills. It requires an understanding of relevant literature and methodology, as well as the ability to think independently. Ph.D. candidates must find an original topic, plan a test of hypotheses, and write and defend at a final oral examination a document acceptable to the dissertation committee and to the Graduate School.

Doctoral Degrees
The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills
Studies (IDS) supervisory committee for the prospective interdisciplinary studies is administered by the Graduate School. In addition to the general

Interdisciplinary Studies program, there is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School office (205-348-5921).

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School's website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student
There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

**Traditional Doctoral Residency**
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

**Alternative Doctoral Residency**
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs” that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

**Graduate Credit**
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

**Graduate Credit for Noncredit Experiences**
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

**Transfer of Credit**
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at
least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

**Time Limits**

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

**Time Limits Extension Request**

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

**Repeating Courses When Given an Extension**

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

**Plan of Study**

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Preliminary or Comprehensive Examination**

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student's supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student's
research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Admission to Candidacy**

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

**Continuous Dissertation or Document Registration**

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

**Dissertation Proposal**

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

**Dissertation**

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below.

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
</tbody>
</table>
After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (both dates published in the University Academic Calendar)

After 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (date published in the University Academic Calendar)

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

The University Calendar is available at the Academics tab of the website of the University Registrar.

Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations

When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate’s research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results
of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Finance, MS
The master’s in finance program offers a specialized curriculum with focused training in finance. The course of study is designed to provide insight into the following topics:

1. the important role of financial intermediaries;
2. the management of financial intermediaries and an understanding of the markets in which they participate;
3. the valuation of financial assets such as stocks, bonds, derivatives, and other specialized assets, and how they are managed in a portfolio;
4. the determination and behavior of interest rates and rates of return on assets; and
5. the incentives and determinants of corporate behavior.

The master’s in finance is designed to offer advanced applied and theoretical expertise in investments, banking, corporate finance, and/or financial engineering. The financial risk strategy track within this master’s program addresses modern techniques for managing financial risk. Students selecting this track will have the opportunity to be trained in state-of-the-art techniques in valuing and using derivative securities, with a particular emphasis on mortgage-backed securities, structured notes, and computer-based solution design within an object-oriented framework.

Successful completion of the master’s in finance provides students with knowledge useful for pursuing careers in investments, financial management, banking, and other financial services. With the appropriate choice of courses, students can apply to transfer many of their master’s courses into the doctoral program in finance.

Admission Requirements
Students accepted into the program are not required to have obtained an undergraduate degree in business. Before commencing the program, however, the student is advised to have completed the equivalent of undergraduate courses in accounting, statistics, calculus, economics, and finance. Any deficiencies should be made up by taking courses during the summer before entering the master’s program.

See the Admission Criteria section of this catalog for more information.

Degree Requirements
The following courses are required for the master’s degree in finance:

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC 597</td>
<td>Special Topics In Accounting (Taken as Financial Statement Analysis)</td>
<td>3</td>
</tr>
<tr>
<td>EC 509 or</td>
<td>Macroecon Theory/Policy</td>
<td>3</td>
</tr>
<tr>
<td>EC 611</td>
<td>Seminar in Macroeconomic Theory</td>
<td></td>
</tr>
<tr>
<td>EC 571</td>
<td>Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>FI 510</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>FI 512</td>
<td>Money And Capital Mkts</td>
<td>3</td>
</tr>
<tr>
<td>FI 515</td>
<td>Quantitative Investment Analys</td>
<td>3</td>
</tr>
<tr>
<td>FI 522</td>
<td>Bank Administration</td>
<td>3</td>
</tr>
<tr>
<td>FI 596</td>
<td>Capstone Project</td>
<td>3</td>
</tr>
<tr>
<td>Electives chosen with approval of advisor</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

Total Hours 30

Master’s Degrees
The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements
Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

Plan II. Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject.

With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for
graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master’s degree must be completed during the six years (fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

**Journal Format.**

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.
Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. If the examination requirements are not met, then the examining committee for comprehensive examinations must be specified in writing, should be submitted to the primary adviser, which are to be addressed and approved by the student’s major department.

The examination must consist of at least three members of the graduate faculty from above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master's Degree**

Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

**Finance, Ph.D.**

The Ph.D. program in Finance prepares students to pursue research and teaching careers at institutions of higher learning or research careers in government and business. In order to properly train students, the Ph.D. program consists of courses in three areas: Finance, Economics, and Quantitative Methods (statistics and econometrics).

The program instills in students the capability to: understand research in the major areas of finance, identify opportunities for research in finance, effectively conduct financial research, and communicate financial principles to audiences consisting of students, faculty, and business professionals.

Students are required to demonstrate an advanced knowledge of finance, a minor area, and research methods. In addition, the student must demonstrate research competence by completing a dissertation.

**Qualifying Exam**

For the Ph.D. Finance curriculum, the Preliminary Qualifying Exam (PQE) is administered during August following completion of one full year in the program. The PQE asks specific problem-oriented questions that draw upon a knowledge-base that Ph.D. candidates are expected to have mastered. Students satisfying the scholastic requirements described in the Guide to Graduate Programs in Finance will be eligible to sit for the exam once they have successfully completed FI 512 Money And Capital Mkts, FI 515 Quantitative Investment Analys and FI 601 Finance Theory I.

**Comprehensive Exam**

During the summer following the completion of the second year of coursework, the student will be required to prepare an original research paper (third-year paper) on a topic of interest to the student. The student will secure the participation of a faculty member to serve as the primary adviser in the preparation of the research paper. An adviser should be selected no later than May 31 following the student's second year in the program.

A draft first of the research paper must be submitted to the primary adviser no later than October 1 of the student’s third year. A draft which attempts to address any concerns of the primary adviser, which are to be specified in writing, should be submitted to the primary adviser and the academic coordinator of the Finance Ph.D. program no later than February 1 of the student’s third year in the program.

To satisfy the comprehensive examination requirement, the student must then orally defend the research paper before a committee of the Graduate Finance faculty, which may be a committee of the whole but not less than four Graduate Finance faculty members, prior to May 1 of the student’s
third year in the program. The paper itself, the primary adviser’s initial concerns and the student’s response to the primary adviser’s concerns will be available to the committee a reasonable period of time before the presentation.

A student passing the comprehensive examination is eligible to defend a dissertation proposal. All dates specified herein are the latest dates at which the requirements can be met. Students are encouraged to complete and orally defend the research paper at the earliest possible date.

The Dissertation

After defense of the third-year paper, students will need to form a dissertation committee and formally begin work on their dissertation. Writing a dissertation is the final test of research skills. It requires an understanding of relevant literature and methodology, as well as the ability to think independently. Ph.D. candidates must find an original topic, plan a test of hypotheses, and write and defend at a final oral examination a document acceptable to the dissertation committee and to the Graduate School.

Department of Information Systems, Statistics and Management Science

- Majors
  - Applied Statistics (MS) (p. 536)
  - Applied Statistics (Ph.D.) (p. 539)
  - Operations Management (MS) (p. 539)
  - Operations Management (Ph.D.) (p. 542)

Management Information Systems

MIS511 Management Information Systems
Hours 1-3

Motivation for, construction of, and application of MIS. Topics include IS strategic alignment, information intensive business processes, and decision making. Business analysis techniques are emphasized for systems such as TPS, e-business, management reporting systems, and data warehouses.

MIS514 Information Tech Bootcamp
Hours 3

In-depth treatment of software engineering techniques for information systems business solutions.

MIS516 Mis Practicum
Hours 3

Experiential learning in a dual-coached, commercial IS environment reporting to faculty and organizational management. Projects started during the practicum continue through the remainder of the program.

MIS520 Systems Analysis And Design
Hours 3

Techniques and methodologies of systems analysis and design are introduced, including conducting project scoping, requirements elicitation, requirements definition, and operations specifications.

MIS525 Informatn Systems Project Mgt
Hours 3

Techniques and methodologies of project level scoping, staffing, planning, scheduling, monitoring, and controlling the development of value-added information technology business solutions on time and within budget.

MIS527 Emerging Info Technologies Sem
Hours 3

Course covers fundamental purchasing systems applications, supplier relations and evaluation, strategic planning in purchasing, purchasing techniques, value analysis and cost analysis.

MIS530 Sys Development/Implementation
Hours 3

Techniques and methodologies of project-level systems development and delivery are introduced including interface design, platform constraints, application architecture, testing, quality control, security, and performance evaluation.

Prerequisite(s): MIS 520

MIS535 Information Systems Consulting
Hours 3

Techniques and methodologies in client relationship management, proposal development, scope negotiation, component-based costing, knowledge management, software module and deliverable integration, systems deployment, and change management.

Prerequisite(s): MIS 520 and MIS 525

Prerequisite(s) with concurrency: MIS 530

MIS540 Dbase Design/Construction/Oper
Hours 3

Emphasizes commercial business application of relational DBMS. Topics include semantic data modeling, normalization, process triggers, enterprise integrated, ODBC, n-tier architecture, e-business application, and performance tuning.

Prerequisite(s): MIS 514

MIS541 Business Analytic Support Sys
Hours 3

System level concepts, methods, tools and techniques for model-driven, data-intensive decision making. Topics include: structuring data, information and knowledge in data warehouses and dat marts, and analytic procedures.

Prerequisite(s): ST 509 or ST 550 or ST 560 or MIS 540 or MIS 430 or MIS 440

MIS560 Enterprise Integration Methods
Hours 3

Introduction to techniques and methodologies of enterprise-level governance, architecture, analysis, design, procurement, integration and deployment.

MIS562 Enterprise Integratn Developmn
Hours 3

Application of techniques and methodologies to develop and deliver enterprise-level business information systems solutions.
MIS591 Independent Study Mgt Info Sys
Hours 3
No description available

MIS592 Internship In Mgt Info Systems
Hours 3
No description available

MIS597 Spec Top Mgt Info Systems
Hours 1-6
No description available

MIS598 Res In Management Info Systems
Hours 1-6
Open to students nearing completion of coursework for the master’s degree. A supervised study and investigation of specific problems in management and management information systems.

MIS670 Mis Research Seminar I
Hours 3
The exploration of IS development and delivery research issues. Emphasis is placed on exploring the scientific method, theory building research, and methods of inquiry. Provides a framework for undertaking and evaluating MIS research.

MIS699 Dissertation Research
Hours 1-12
No description available

Operations Management Courses

OM500 MGT Science & Spreadsheet Mod
Hours 3
Management Science concepts and applications in decision making. Emphasis is on problem formulation and interpretation of results using spreadsheet-based modeling and solution procedures.

OM506 Business Spreadsheet Analytics
Hours 1-3
Operations research concepts and applications in decision making. Emphasis is on problem formulation and interpretation of results using computer-based solution procedures.

OM516 Operations Management
Hours 3
This course will address the important concepts and issues related to the design and management of business operations including manufacturing, distribution, logistics, transportation, and service operations. The course will demonstrate how certain quantitative methods can be applied to the analysis and solution of problems that arise in operations management.

OM517 Supply Chain Modeling & Analys
Hours 3
This course provides a framework and quantitative methods for designing, managing, and analyzing the supply chain operations needed to support a firm’s business strategy. Students will study the structure of supply chain operations in terms of the following categories: facilities, information, inventory and transportation. Students will analyze the relationship between supply chain structure and performance through case studies and examples that require students to develop analytical models to support their conclusions.

Prerequisite(s): OM 500 or OM 506

OM522 Operations Scheduling Problems
Hours 3
A broad investigation of a variety of scheduling activities in production, logistics or service environment are discussed. Typical topics include project scheduling, job-shop scheduling, routing related problems and manpower scheduling.

Prerequisite(s): OM 500 or OM 506

OM523 Inventory Management
Hours 3
Control techniques for the large multi-term inventories frequently associated with manufacturing supply and wholesale-retail operations are studied. The limitations and usefulness of models in actual practice are discussed. Coverage includes reorder-point procedures, single-period problems, and dynamic situations.

Prerequisite(s): ST 509 or ST 550 or ST 560

OM524 Mfg Sched & Control Systems
Hours 3
An in-depth, analytical study of the systems used in manufacturing planning and control are covered. Alternative approaches used in practice (such as MRP and JIT) are studied.

Prerequisite(s): OM 500 or OM 506; and ST 509 or ST 550 or ST 560

OM525 Effective Quality Management
Hours 3
Provide participants with a broad understanding of philosophies and methods used to enhance organizational effectiveness in a wide range of organizational settings.

OM527 Purchasing and Sourcing
Hours 3
Course covers fundamental purchasing systems applications, supplier relations and evaluation, strategic planning in purchasing, purchasing techniques, value analysis and cost analysis.

OM540 Systems Simulation
Hours 3
A study of the management applications of stochastic and deterministic mathematical and computer models in systems design and analysis.

Prerequisite(s): ST 509 or ST 550 or ST 560

OM550 Process Mgmt & Improvement
Hours 3
No description available
OM592 Internship
Hours 3
No description available

OM596 Capstone Project
Hours 3
This course requires the student to apply his/her knowledge of the field of Operations Management to recognize and model operational problems and/or processes targeted for improvement. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem or process, describe the analysis performed, and organize this material effectively for both a written report and corresponding oral presentation.

OM597 Special Topics in OM
Hours 1-6
No description available

OM598 Research
Hours 1-6
Open to students nearing completion of coursework for the master's degree. A supervised study and investigation of specific problems in management and operations management.

OM600 Linear Program: Theory & Appli
Hours 3
The theory and application of linear programming are rigorously studied. Software tools such as AMPL and OPL Studio for solving linear programs are introduced.

OM601 Stochastic Decision Models
Hours 3
Probabilistic models in the decision-making process are discussed. Attention is given to the assumptions, development, and administrative implications of dynamic programming, queuing analysis, and decision analysis.
Prerequisite(s): MATH 557

OM612 Stochastic Decision Models
Hours 3
Probabilistic models in the decision-making process are discussed. Attention is given to the assumptions, development, and administrative implications of dynamic programming, queuing analysis, and decision analysis.
Prerequisite(s): MATH 557

OM620 Production Management Models
Hours 3
A quantitative study of models and procedures used in various decision problems addressed by production and operations managers is completed in this course. Mathematical modeling and optimization software packages are used in solving these models.
Prerequisite(s): OM 500

OM622 Theory of Production Scheduling
Hours 3
A rigorous mathematical treatment of various scheduling models and techniques are covered. Topics include performance measures, complexity theory, single machine sequencing, flowshop scheduling, the job-shop problem, and priority dispatching.
Prerequisite(s): OM 522

OM623 Inventory Theory
Hours 3
A rigorous, mathematical treatment of stochastic single- and multi-item inventory models is performed. A numerical analysis and software package is used to implement and analyze such models.
Prerequisite(s): OM 523 and ST 560; or ST 550

OM695 Operations Management Seminar
Hours 1
A learning environment designed to expose Ph.D. students to a wide array of issues and topics related to operations management research.

OM697 Special Topics
Hours 1-6
Special Topics.

OM699 Dissertation Research
Hours 1-12
No description available

Statistics Courses
ST509 Stat For Business Appl
Hours 3
A broad introduction to statistical and probabilistic methods useful for managerial decision making. Topics include graphical displays, numerical summaries, basic probability models, confidence intervals, hypothesis testing, and regression analysis.

ST521 Statistical Data Management
Hours 3
Introduction to the management of data using SAS. The collection and management of data from business or scientific research projects are emphasized.
ST522 Adv Statistical Data Mgt
Hours 3
This course provides students with insight and understanding into the advanced aspects of data management. Emphasis will be placed on computer techniques for the preparing and cleaning of data from scientific research projects as well as for business-oriented projects in order to conduct advanced level analyses. Techniques for detecting, quantifying, and correcting data quality will be covered.
Prerequisite(s): ST 521

ST531 Data Mining I
Hours 3
Data mining is the process of selecting, exploring, and modeling large amounts of data to uncover previously unknown patterns of data. Techniques for accomplishing these tasks in a business setting will be discussed.
Prerequisite(s): ST 550 or ST 560 or ST 509

ST532 Advanced Data Mining
Hours 3
A detailed study of data mining techniques including logistic regression, neural networks, decision trees, general classifier theory, and unsupervised learning methods. Mathematical details and computer techniques are examined. The SAS programming language and SAS'S Enterprise Miner will be used to accomplish these tasks. Other packages may also be used.
Prerequisite(s): ST 531 or ST 552

ST550 Stat Methods In Res I
Hours 3
Development of fundamental concepts of organizing, exploring, and summarizing data; probability; common probability distributions; sampling and sampling distributions; estimation and hypothesis testing for means, proportions, and variances using parametric and nonparametric procedures; power analysis; goodness of fit; contingency tables. Statistical software packages are used extensively to facilitate valid analysis and interpretation of results. Emphasis is on methods and on selecting proper statistical techniques for analyzing real situations.

ST551 Stat Methods In Res II
Hours 3
Analysis of variance and design of experiments, including randomization, replication, and blocking; multiple comparisons; correlation; simple and multiple regression techniques including variable selection, detection of outliers, and model diagnostics. Statistical software packages are used extensively to facilitate valid analysis and interpretation of results. Emphasis is is on appropriate analysis of data in real situations.
Prerequisite(s): GES 400 or GES 500 or BER 540 or CHS 425 or CHS 525 or ST 450 or ST 550

ST552 Applied Regression Analy
Hours 3
Modeling issues for multiple linear regression are discussed in the context of data analysis. These include the use of residual plots, transformations, hypothesis tests, outlier diagnostics, analysis of covariance, variable selection techniques, weighted least squares and colinearity. The uses of multiple logistic regression are similarly discussed for dealing with binary-valued dependent variables.
Prerequisite(s): ST 450 or ST 550 or ST 560 or ST 509

ST553 Appld Multivariate Analy
Hours 3
Methods and business applications of multivariate analysis, discriminant analysis, canonical correlation, factor analysis, cluster analysis, and principal components.

ST554 Math Statistics I
Hours 3
Distributions of random variables, moments of random variables, probability distributions, joint distributions, and change of variable techniques.

ST555 Math Statistics II
Hours 3
Theory of order statistics, point estimation, interval estimation, and hypothesis testing.
Prerequisite(s): ST 554

ST560 Statistical Methods
Hours 3
Statistical methods for summarizing data; probability; common probability distributions; sampling and sampling distributions; estimation and hypothesis testing for means, proportions, and variances using parametric and nonparametric procedures; power analysis; goodness of fit; contingency tables; and simple regression and one-way analysis of variance.

ST561 Applied Design Expermnts
Hours 3
An introduction to the design and analysis of experiments. Topics include factorial, fractional factorial, block, incomplete block, and nested designs. Other methods discussed include Taguchi Methods, response surface methods, and analysis of covariance.
Prerequisite(s): GES 400 or GES 500 or BER 540 or CHS 425 or CHS 525 or ST 509 or ST 550 or ST 560

ST575 Statistl Quality Control
Hours 3
Statistical methods useful in control and improvement of manufactured products, including statistical process control with variables and attribute control charts, and process improvement with designed experiments. Emphasis is placed on design, implementation, and interpretation of the techniques.
Prerequisite(s): ST 550 or ST 560 or ST 509

ST591 Independent Study
Hours 3
No description available

ST592 Internship
Hours 3
No description available
ST596 Capstone Project
Hours 3
This is a project based course that requires the student to apply Statistical Methods to the analysis of a real problem. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem or process, describe the analysis performed, and organize this material effectively for both a written report and corresponding oral presentation.

ST597 Special Topics
Hours 1-6
No description available

ST603 Advanced Inference
Hours 3
A continuation of ST 555, with emphasis on the general theory of estimation and hypothesis testing and large sample distribution theory.
Prerequisite(s): ST 555

ST610 Linear Models
Hours 3
Gauss-Markov Theorem, solution of linear systems of less than full rank, generalized inverse of matrices, distributions of quadratic forms, and theory for estimation and inference for the general linear model.

ST615 Theory Of Regression
Hours 3
Theory of the general linear regression models and inference procedures, variable selection procedures, and alternate estimation methods including principal components regression, robust regression methods, ridge regression, and nonlinear regression.
Prerequisite(s): ST 610

ST635 Nonparametric Statistics
Hours 3
Theory and applications of various nonparametric statistical methods are covered for one-sample, two-sample, and multi-sample problems. Goodness of fit techniques such as Chi-square and the kolmogorov-Smirnov test are covered along with graphical analysis based on P-P and Q-Q plots. Computer software such as MINITAB, SAS, and STATXACT are used.

ST640 Statistical Computing
Hours 3
Topics include a survey of current statistical software, numerical methods for statistical computations, nonlinear optimization, statistical simulation, and recent advances in computer-intensive statistical methods.

ST675 Advanced Statistical Quality Control
Hours 3
Theoretical approaches to statistical process control procedures and the design of experiments for quality improvement.
Prerequisite(s): ST 555, ST 575, or equivalent

ST697 Special Topics
Hours 1-6
Special topics in statistics.

ST698 Research In Statistics
Hours 1-6
Open only to graduate students nearing completion of coursework. Independent study and investigation of specific problems for advanced students of statistics.

ST699 Dissertation Research
Hours 1-12
No description available

Faculty
Head
James Cochran

Applied Statistics, MS
The program described below leads to the MS degree in applied statistics. It provides a broad yet thorough training in the methodology and theory of statistics, as well as an appreciation for the application of statistics in a variety of disciplines. For more detailed information and recommendations, please visit https://culverhouse.ua.edu/graduate-programs/master-of-science-in-applied-statistics/.

Admission Requirements
The candidate for admission to applied statistics is normally expected to have completed courses in mathematics equivalent to three semesters of undergraduate calculus and to have a working knowledge of computer programming and linear or matrix algebra. The Graduate Record Examination (GRE) or the Graduate Management Aptitude Test (GMAT) is required of all applicants.
See the Admission Criteria section of this catalog for more information.

Degree Requirements
The M.S. degree in Applied Statistics requires 30 hours, half of which are track specific. There are two different tracks within this degree. These include: Statistics and Analytics. There are five required courses common to both tracks of study.

The electives may be earned in additional coursework with the approval of a faculty advisor. The program of related courses may vary from student to student and depends on the student’s interests and academic background. When most of the coursework is completed, the student must pass a written comprehensive examination OR a professional exam such as the Actuarial P Exam, SAS Predictive Modeler Exam, or the ASQ Certified Quality Engineer Exam.

The following are required courses common to all tracks:

<table>
<thead>
<tr>
<th>Required courses</th>
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<tbody>
<tr>
<td>ST 552</td>
<td>3</td>
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<td>ST 553</td>
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<td>ST 554</td>
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<td>ST 555</td>
<td>3</td>
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<tr>
<td>ST 560</td>
<td>3</td>
</tr>
</tbody>
</table>

Track I: Statistics

| ST 561           | 3 |
| 12 hours of approved electives | 12 |
**Track II: Analytics**

- ST 521  Statistical Data Management  3
- ST 522  Adv Statistical Data Mgt  3
- ST 531  Data Mining I  3
- ST 532  Advanced Data Mining  3
- Approved elective  3

**Master’s Degrees**

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

**Program Requirements**

Two plans are offered for the master’s degree:

- **Plan I.** Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

- **Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

**Residency Requirements**

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

**Graduate Credit**

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

**Graduate Credit for Noncredit Experiences**

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

**Transfer of Credit**

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student's department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected
to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format

Article Style.
At the doctoral level, "article-style dissertations" are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master's degree.

Journal Format.
A "journal-format thesis" is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal's "information for authors" or similarly titled guidelines in conjunction with the Graduate School's Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master's Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student's major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student's thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean's approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school's homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School's website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis must be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student's major department.

Protection of Human Subjects for Research

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a "culminating" or "capstone" experience for a degree is required of all candidates for the master's degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a "policy and practice" paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master's/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master's degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master's Degree
Six (6) semester hours of eligible credit from one master's degree at The University of Alabama may be applied to the requirements for a second master's degree, but only if the department of the second master's agrees to the courses in the plan of study. Any hours from the previous master's degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master's degrees, no hours may double count toward any additional master's degrees.
Applied Statistics, Ph.D.

The Ph.D program in Applied Statistics is a research intensive program designed for students who demand the utmost depth and understanding of statistical methods to solve applied problems with innovation. The techniques and skills that students learn prepare them to become professionals in a broad range of statistics-driven fields, from academia to research-based industrial settings.

The Applied Statistics faculty support students interested in a diverse range of statistical topics, including: linear models, data mining, statistical process control, statistical computing, nonparametric and robust methods, change and anomaly detection, and statistical network analysis.

Application

All students, both international and domestic, with relevant preparation in calculus, linear algebra, and statistics are welcome to apply. Prospective students without an M.S. degree in statistics or without proper preparation at the similar level are required to apply to our Master of Science program. We prefer that students begin their program in the fall semester. Application deadlines generally follow those of the Graduate School. Application materials must be submitted by January 15 for consideration for fall enrollment. Include two letters of recommendation from the most recent institution attended along with the transcripts. It is highly recommended that students apply early in order to be considered for the graduate student financial support.

Minimum Standards for Regular Admission

An applicant whose credentials meet both of the following minimum requirements may be considered for regular admission:

GPA Requirement

The applicant must have a grade point average, based on a 4.0 system, of at least 3.0 overall, at least 3.0 for the last 60 semester hours in a degree program, or at least 3.0 for a completed graduate degree program.

Entrance Exam Requirement

The GMAT is preferred, but students may choose to take either the GMAT or the GRE. GMAT: The minimum acceptable score is 650. GRE: The required minimum acceptable score is 310, including at least 150 on the verbal reasoning part and a writing assessment score of 4.0.

Language Requirement: All students whose first language is not English must submit an official TOEFL (Test of English as a Foreign Language) or an IBMT score. The minimum acceptable scores are 575 and 90, for TOEFL and IBT, respectively. The language requirement may be waived for students with an US degree. In addition, student communication skills and preparation will be assessed in a short interview with the faculty.

Conditional Admission

An applicant whose credentials do not meet the requirements for regular admission may be considered for conditional admission if the applicant has a grade point average of at least 2.5 overall and an acceptable score on the appropriate entrance examination. An applicant may be considered for conditional admission if he or she meets EITHER the GPA requirement for regular admission (GPA of 3.0 or higher) OR the entrance examination score requirement for regular admission. These are minimum requirements.

Financial Support

Financial support is available on a highly competitive basis. A typical teaching assistantship provides a full tuition waiver and a $15,000 stipend for 9 months and assumes a weekly 20-hour teaching/recitation load. Additional summer support may be available for qualified candidates. Support may also be available at centers around the campus for statistical consultations.

Overview

Students typically take about four years to obtain a Ph.D. degree in Applied Statistics. Students are required to take 48 credit hours of coursework and 24 dissertation hours. During the summer months, students are expected to complete an independent research project and present obtained results as a report or a short paper. The interdisciplinary field coursework requirement can be fulfilled by taking 12 out of the 48 required hours of coursework in a maximum of two fields from a list of approved courses in mathematics, computer science, management science, industrial engineering, finance, and some other areas.

Qualifying Exam

At the end of the first academic year, Ph.D. students are required to take a written qualifying examination. The exam is usually administered in early May and the typical course coverage includes ST 552 Applied Regression Analy, ST 553 Appld Multivariate Analy, ST 554 Math Statistics I, ST 555 Math Statistics II, ST 560 Statistical Methods, and ST 561 Applied Design Expermnts.

Comprehensive Exam

Within one year after passing the qualifying exam, Ph. D. students are required to take a written comprehensive exam. The exam covers all courses included in the qualifying exam as well as courses taken afterwards, during the second year of studies. Typical coursework in the second year includes ST 575 Statistl Quality Control, ST 603 Advanced Inference, ST 610 Linear Models, ST 615 Theory Of Regression, ST 635 Nonparametric Statistics, and ST 640 Statistical Computing. The comprehensive exam is usually administered in early May.

Dissertation

By the end of the second year of studies, Ph.D. students are expected to form a dissertation committee including choosing a dissertation adviser. They must identify a topic and successfully defend a written research proposal. The research proposal defense should typically take place at the beginning of the third year of studies.

Writing a dissertation is the final test of the development of research skills. It requires a deep understanding of the relevant literature and methodology as well as the ability to think and work independently. A dissertation must be some original contributions to the literature. A Ph.D. candidate is required to defend, at the final oral examination, his/her dissertation, a written document acceptable to the dissertation committee and to the Graduate School. The defense usually takes place at the end of the fourth year. Before graduation, Ph.D. candidates are required to have papers submitted to peer-reviewed journals and make presentations at seminars and conferences.

Operations Management, MS

Operations management focuses on the analysis, design, and management of the operations that produce and deliver the goods and services. It applies structured, quantitative techniques to analyze and design business operations and to support effective business decision making. Operations management helps evaluate and select actions based on information, process analysis, and quantitative modeling. There are tremendous opportunities for the effective application of these tools, techniques, and methods in a wide range of business operations including service operations, manufacturing, distribution, transportation,
Degree Requirements

Track I: Operations Management

Entering students should have strong quantitative skills and good written and oral communication skills. The program consists of 30 hours of coursework which students can complete in 18 to 24 months starting in the fall semester. All students are expected to complete the program within 24 months. No thesis is required. The track in operations management (OM) is designed to prepare students for the practice of operations management. The program is structured to provide instruction in materials management, scheduling and control, supply chain management, and quality control as well as topics in applied quantitative methods such as optimization, statistics, and simulation. The elective courses allow students to obtain additional instruction in other subjects such as project management, supply chain strategy, and quality management.

Required courses
Prerequisite: At least one semester of calculus equivalent to MATH 121 or higher.

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<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
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<tbody>
<tr>
<td>OM 500</td>
<td>MGT Science &amp; Spreadsheet Mod</td>
<td>3</td>
</tr>
<tr>
<td>OM 517</td>
<td>Supply Chain Modeling &amp; Analys</td>
<td>3</td>
</tr>
<tr>
<td>OM 522</td>
<td>Operations Scheduling Problems</td>
<td>3</td>
</tr>
<tr>
<td>OM 523</td>
<td>Inventory Management</td>
<td>3</td>
</tr>
<tr>
<td>OM 524</td>
<td>Mfg Sched &amp; Control Systems</td>
<td>3</td>
</tr>
<tr>
<td>OM 540</td>
<td>Systems Simulation</td>
<td>3</td>
</tr>
<tr>
<td>OM 592</td>
<td>Internship</td>
<td>3</td>
</tr>
<tr>
<td>ST 560</td>
<td>Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>ST 575</td>
<td>Statistl Quality Control</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>(approved by the program coordinator)</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours 30

More information is available at the Operations Management web site: https://culverhouse.ua.edu/graduate-programs/master-of-science-in-operations-management/.

Track II: Enterprise Integration

The enterprise integration systems (EI) track is designed to prepare students to enable business process improvement through information technology-based solutions. The EI track provides a depth of knowledge in project management, workflow design and information systems delivery through a combination of classroom and project experiences. The program reinforces leading is project and process management concepts through experiential learning.

Students will gain experience in leading teams that analyze, design, construct, and deploy cross-functional systems, and integrate business data and process improvements into existing business enterprises.

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MIS 516</td>
<td>Mis Practicum 1</td>
<td>3</td>
</tr>
<tr>
<td>MIS 525</td>
<td>Informatn Systems Project Mgt</td>
<td>3</td>
</tr>
<tr>
<td>MIS 527</td>
<td>Emerging Info Technologies Sem 1</td>
<td>3</td>
</tr>
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</table>

Total Hours 30

Track III: Decision Analytics.

The concept for this track is to offer an Operations Management master’s degree that combines the prescriptive modeling and analytical skills arising from the OM program with the data management and data mining skills from the SAS-UA Data Mining certification program offered in the Statistics program.

This track will consist of 10 courses: five from Operations Management, four from Statistics, and one from either Statistics or Management Information Systems. These 10 courses are organized as follows:

Required Courses

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<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST 560</td>
<td>Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>ST 521</td>
<td>Statistical Data Management</td>
<td>3</td>
</tr>
<tr>
<td>ST 531</td>
<td>Data Mining I</td>
<td>3</td>
</tr>
<tr>
<td>ST 532</td>
<td>Advanced Data Mining</td>
<td>3</td>
</tr>
<tr>
<td>OM 500</td>
<td>MGT Science &amp; Spreadsheet Mod</td>
<td>3</td>
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<tr>
<td>OM 540</td>
<td>Systems Simulation</td>
<td>3</td>
</tr>
<tr>
<td>OM 596</td>
<td>Capstone Project</td>
<td>3</td>
</tr>
</tbody>
</table>

Credit Hours Subtotal: 21

Two OM Electives (choose two from the following):

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM 517</td>
<td>Supply Chain Modeling &amp; Analys</td>
<td></td>
</tr>
<tr>
<td>OM 522</td>
<td>Operations Scheduling Problems</td>
<td></td>
</tr>
<tr>
<td>OM 523</td>
<td>Inventory Management</td>
<td></td>
</tr>
<tr>
<td>OM 524</td>
<td>Mfg Sched &amp; Control Systems</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours Subtotal: 6

One Restricted Elective (choose one from the following)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST 522</td>
<td>Adv Statistical Data Mgt</td>
<td>3</td>
</tr>
<tr>
<td>MIS 541</td>
<td>Business Analytic Support Sys</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours Subtotal: 3

Total Hours 30

Master’s Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master’s programs also help students become familiar with methods of independent investigation.

Program Requirements

Two plans are offered for the master’s degree:

Plan I. Candidates for the master’s degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a...
Plan II. Candidates for the master's degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below. Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

Residency Requirements
A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

Graduate Credit for Noncredit Experiences
All course credit toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

Transfer of Credit
Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master’s degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama. Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

400-Level Courses
A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

Time Limit
All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

Admission to Candidacy
During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

Thesis
A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

Article Style vs. Journal Format
Article Style.
At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an "article-style thesis" to be presented for a master’s degree.

Journal Format.
A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s "information for authors" or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.
A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

Comprehensive Examinations
In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). A final comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

• a written and/or oral examination based on the content of the degree program;
• a thesis and final oral defense;
• a course requiring interpretation and integration of information from previous courses;
• a research paper, a “policy and practice” paper, or equivalent experience;
• a public performance or exhibition along with a contextualizing paper; and/or
• a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Application for Graduation
Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

Second Master’s Degree
Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. **Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

Operations Management, Ph.D.
Operations management focuses on the analysis, design, and management of the operations that produce and deliver the goods and services. It applies structured, quantitative techniques to analyze and design business operations and to support effective business decision making. Operations management helps evaluate and select actions based on information, process analysis, and quantitative modeling. There are tremendous opportunities for the effective application of these tools, techniques, and methods in a wide range of business operations including service operations, manufacturing, distribution, transportation, logistics, supply chain management, revenue management, quality management, finance, human resources, information systems, marketing, and strategic planning. Operations management can be effectively applied to virtually every component of an organization.

See the Admission Criteria section of this catalog for more information.
Admission Requirements

The doctoral program generally admits two to four applicants each year, depending on the availability of financial support and the overall current enrollment. This policy ensures that each doctoral student will have adequate support from the faculty. Applicants are admitted in the fall semester, with occasional exceptions. While applications are accepted and evaluated year-round for program fit and financial support, applicants should submit all of their application materials by January 9 for best consideration for a select number of University-sponsored fellowships.

Doctoral applicants typically have a master’s degree and solid quantitative analytical skills. Applicants who do not possess a master’s degree, but are interested in the doctoral program, may also apply to the doctoral program to be evaluated for program fit. In some cases, an applicant may first be admitted to the OM master’s program as a precursor to doctoral studies.

Applicants should submit either GMAT (minimum 600) or GRE (minimum 1200-old format, minimum 312-new format) test scores. In addition, an applicant should have a GPA of at least 3.00 in all previous relevant degree programs. International students, whose native language is not English, should have at least a 550 written, 213 computer, or 79 internet-based score on the TOEFL exam.

Applicants should apply to the doctoral program through The University of Alabama Graduate School application website (http://graduate.ua.edu/prospects/application/). In addition to test scores, applicants should submit their academic transcripts, a statement of purpose, and three letters of recommendation. Be sure the person writing your letter includes the program for which you are applying and your full legal name.

Program Requirements

Students admitted to the program must complete 48 course hours and 24 dissertation hours to fulfill graduation requirements. In addition to curriculum hours, students must pass a two-stage qualifying exam.

Qualifying Exams

The qualifying exam is comprised of a written portion and a research-based portion. The written exam measures the student’s competency to review, analyze and propose solutions to questions typically drawn from the coursework in the first year. The research-based exam measures the student’s ability to review, analyze and conduct doctoral-level research and culminates with a research presentation by the student.

Doctoral Degrees

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher's degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

Doctor of Philosophy Degree

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

Field of specialization

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

Research skill/language requirements

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/ research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

Interdisciplinary Studies

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary Studies (IDS) (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

Doctor of Education Degree

A minimum of two years of graduate study beyond the master's degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master's degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.
Doctor of Musical Arts Degree
The DMA. degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice
The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.

Admission to Doctoral Degree Programs
Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements
The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student’s discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency
The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency
For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 ‘value constructs’ that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master’s degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master’s degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master’s Degree form with the student’s CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master’s degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master’s degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student’s control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student’s doctoral program or within a one-semester extension approved as noted above, the student will be dropped
(suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School. The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the
Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

## Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours—Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
• a summary making clear the importance of the studies, integrating
the major findings, and discussing the implications for the overall
topic.

These components do not have to be separate sections or chapters. They
may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform
to the provisions set forth in A Student Guide to Preparing Electronic
Theses and Dissertations, except when the circumstances of a
specific project or discipline’s style manual require deviation. Students
considering the article-style approach should contact the Graduate
School before beginning their work if they have questions concerning
specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee
a minimum of two weeks to read the dissertation before the date of the
required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date
when electronic submission began to be required and paper submission
no longer was accepted. Consult the ETD website for details of ETD
submission, including information on what needs to be submitted to
the Graduate School. The graduate dean must approve the dissertation
before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial
benefits for society, but it also has significant ethical questions. The
mission of the University’s Institutional Review Board (IRB) for Protection
of Human Subjects is to ensure that research involving human subjects
is conducted ethically. University and federal policies require that review
and approval to use human subjects in research precede the research, no
matter how great or small the involvement of the human subjects. In the
case of dissertation research that involves the use of human subjects,
the principal investigator is responsible for contacting the college Human
Research Review Committee to obtain approval for the planned research.
The University’s IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given
a final oral examination by a committee of not fewer than five members,
one of whom must be from outside the student’s major department
or, for students in the College of Education, outside the student’s area
(not program), and appointed by the dean of the Graduate School. This
examination will focus primarily on the candidate’s research work, as
embodied in the dissertation, and the field in which the dissertation lies,
but it may encompass the complete program for the degree. The results
of the examination must be reported to the Office of the Graduate School
at least six weeks before the commencement at which the degree is to be
conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for
Degree via myBama not later than the last day to register or add a
course of the semester or the first term of the summer session in which
requirements for the degree are to be completed. That day is published
for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must
have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled
commencement to receive the diploma and hood, unless excused by the
graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an
advanced degree on the recommendation of the graduate faculty.

Department of Management

• Majors
  • Management (MA) (p. 551)
  • Management (Ph.D.) (p. 552)

Management
MGT512 Management Presentations
Hours 3
Instruction and practice of information presentation in a business
environment. Topics include conference room presentations, media
briefings, team presentations, television interviews and audiovisual
development.

MGT517 Leadership & Ethics
Hours 3
This course is an overview of leadership theory and models including
discussions of ethical issues that corporate decision makers face.

MGT520 Change Management
Hours 3
The major objective of the course is to introduce students to the most
recent thinking about strategic change, its drivers, and the techniques
that are currently used for its management.

MGT522 Leadership Communication
Hours 3
Analysis of the role of communication in effective leadership for all
management situations.

MGT531 Employee Recruitment, Selection, and Placement
Hours 3
A course designed to acquaint the student with a scientific approach
to the selection, training, and placement of employees. Validation of
selection practices and evaluation of training programs are emphasized.

MGT537 Strategic Human Resources Management
Hours 3
An analysis of methods and techniques used in the management of
human resources.

MGT538 Workforce Planning
Hours 3
An analysis of the internal and external factors impacting an
organization’s ability to implement its mission through its workforce.

MGT539 Workforce Analytics
Hours 3
An analysis of the application of advanced data analytic tools to help
address human resources concerns.

Prerequisite(s): ST 550 or ST 560, ST 521, ST 531
MGT542 Management Communication  
Hours 3  
Methodology for understanding both written and oral presentations. Students develop a language to use to manage written and oral verbal skills in specific business environments.

MGT552 Project Management Communication  
Hours 3  
Demonstrate communication effectiveness in a business context by completing a team project for a client, using written, oral, visual and interpersonal skills.

MGT582 New Venture Development  
Hours 3  
This course provides an opportunity to develop a business plan for a new venture or for expansion of an existing company. Students are expected to acquire skills in evaluating business ventures; to learn alternative financing sources; to develop ideas for differentiating products; and to develop an understanding of what is required to harvest the profits of a growing business.

MGT583 Entrepreneurship  
Hours 1-5  
This course serves as an introduction to the opportunities and challenges of creating and managing a new venture with special emphasis on examining the entrepreneurial process and market context in starting venues.

MGT586 Small Business Consulting  
Hours 3  
This course is designed to offer education and training in the art of management consulting as it applies to smaller firms. The overall purpose of the course is the acquisition of knowledge and skills that will enable students to provide management advice to entrepreneurs and businesspersons to improve the performance of smaller organizations.

MGT591 Independent Study  
Hours 1-6  
Open to all graduate students on an elective basis. This course offers students an opportunity to pursue a course of study that they design according to their own interests. Students may also work on a faculty-directed research project and receive credit.

MGT592 Internship In Human Resources Management  
Hours 3  
Open to graduate students with the approval of the chairperson of the human resources management program. Graduate students receive on-the-job experience in human resources management in actual organizational settings, under the joint guidance of the cooperating organizational officials and faculty members.

MGT596 Capstone Project  
Hours 1-3  
This course requires the student to apply his/her knowledge of the field of Management to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.

MGT598 Research In Management  
Hours 3  
A supervised study of specific issues and problems in management. The course is open to students in their final semester of coursework leading to the completion of a master's degree in management.

MGT599 Thesis Research  
Hours 1-6  
Thesis Research.

MGT610 Professional Development I  
Hours 1  
Provides doctoral students with an introduction to the academic community.

MGT611 Professional Development II  
Hours 1  
Provides doctoral students with an introduction to the academic community.

MGT612 Professional Development III  
Hours 1  
Provides doctoral students with an introduction to the academic community.

MGT613 Professional Development IV  
Hours 1  
Provides doctoral students with an introduction to the academic community.

MGT620 Organizational Behavior  
Hours 3  
A course designed to develop thorough understanding of individual behavior within formal organizations. Consideration is given to a number of important behavioral processes, including learning, perception, attitudinal structuring, conflict, motivation, and social reinforcement. Attention is devoted to the individual's effect on the organization and the way behavior affects the achievement of organizational goals.

MGT621 Organ Behav Group Perf  
Hours 3  
A study of human interaction and interpersonal behavior within working relationships. Emphasis is given to findings of the behavioral sciences as related to management problems. Theoretical and empirical approaches to issues such as communication, socialization, and role theory are presented.

MGT622 Current Topics in Human Resources Management  
Hours 3  
A course that gives special attention to the human aspects of problems that arise in technical, social, and organizational arenas faced with the need to change. The course includes detailed analyses of organizations as systems and of organizational leadership, change, and development.

MGT623 Contemporary Issues in Organizational Theory  
Hours 3  
This course deals with the definition and grouping of work units, the relationships between work units, and the assignment of decision-making authority to units within a contingency framework. Special emphasis is placed on the influence of the external environment on the structure and design of the organization.
MGT625 Foundations of Strategic Management
Hours 3
This seminar provides students with the theoretical foundation necessary to conduct empirical research in strategic management through the study of seminal works and current literature.

MGT690 Research Methods I
Hours 3
The purpose of this class is to build skills in the design, conduct and evaluation of research. Students are introduced to the basics of designing studies to test hypotheses and research.

MGT691 Research Methods II
Hours 3
Research Methods II.

MGT692 Scholarly Communication
Hours 3
Students improve their ability to communicate with peers about research through instruction in the argument structure, organization, style, delivery, and mechanics of scholarly genres.
Prerequisite(s): admission to a doctoral program

MGT698 Research in Management
Hours 3
A supervised study and investigation of specific problems in management. Open to students nearing the completion of coursework for the PhD.

MGT699 Dissertation Research
Hours 1-15
Dissertation Research.

Operations Management

OM500 MGT Science & Spreadsheet Mod
Hours 3
Management Science concepts and applications in decision making. Emphasis is on problem formulation and interpretation of results using spreadsheet-based modeling and solution procedures.

OM506 Business Spreadsheet Analytics
Hours 1-3
Operations research concepts and applications in decision making. Emphasis is on problem formulation and interpretation of results using computer-based solution procedures.

OM516 Operations Management
Hours 3
This course will address the important concepts and issues related to the design and management of business operations including manufacturing, distribution, logistics, transportation, and service operations. The course will demonstrate how certain quantitative methods can be applied to the analysis and solution of problems that arise in operations management.

OM517 Supply Chain Modeling & Analys
Hours 3
This course provides a framework and quantitative methods for designing, managing, and analyzing the supply chain operations needed to support a firm's business strategy. Students will study the structure of supply chain operations in terms of the following categories: facilities, information, inventory and transportation. Students will analyze the relationship between supply chain structure and performance through case studies and examples that require students to develop analytical models to support their conclusions.
Prerequisite(s): OM 500 or OM 506

OM522 Operations Scheduling Problems
Hours 3
A broad investigation of a variety of scheduling activities in production, logistics or service environment are discussed. Typical topics include project scheduling, job-shop scheduling, routing related problems and manpower scheduling.
Prerequisite(s): OM 500 or OM 506

OM523 Inventory Management
Hours 3
Control techniques for the large multi-term inventories frequently associated with manufacturing supply and wholesale-retail operations are studied. The limitations and usefulness of models in actual practice are discussed. Coverage includes reorder-point procedures, single-period problems, and dynamic situations.
Prerequisite(s): ST 509 or ST 550 or ST 560

OM524 Mfg Sched & Control Systems
Hours 3
An in-depth, analytical study of the systems used in manufacturing planning and control are covered. Alternative approaches used in practice (such as MRP and JIT) are studied.
Prerequisite(s): OM 500 or OM 506; and ST 509 or ST 550 or ST 560

OM525 Effective Quality Management
Hours 3
Provide participants with a broad understanding of philosophies and methods used to enhance organizational effectiveness in a wide range of organizational settings.

OM527 Purchasing and Sourcing
Hours 3
Course covers fundamental purchasing systems applications, supplier relations and evaluation, strategic planning in purchasing, purchasing techniques, value analysis and cost analysis.

OM540 Systems Simulation
Hours 3
A study of the management applications of stochastic and deterministic mathematical and computer models in systems design and analysis.
Prerequisite(s): ST 509 or ST 550 or ST 560

OM550 Process Mgmt & Improvement
Hours 3
No description available
OM592 Internship
Hours 3
No description available.

OM596 Capstone Project
Hours 3
This course requires the student to apply his/her knowledge of the field of Operations Management to recognize and model operational problems and/or processes targeted for improvement. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem or process, describe the analysis performed, and organize this material effectively for both a written report and corresponding oral presentation.

OM597 Special Topics in OM
Hours 1-6
No description available.

OM598 Research
Hours 1-6
Open to students nearing completion of coursework for the master's degree. A supervised study and investigation of specific problems in management and operations management.

OM600 Linear Program: Theory & Appli
Hours 3
The theory and application of linear programming are rigorously studied. Software tools such as AMPL and OPL Studio for solving linear programs are introduced.

OM601 Stochastic Decision Models
Hours 3
Probabilistic models in the decision-making process are discussed. Attention is given to the assumptions, development, and administrative implications of dynamic programming, queuing analysis, and decision analysis.
Prerequisite(s): MATH 557

OM602 Nonlinear Modeling and Optimization
Hours 3
Theoretical and applied aspects of nonlinear modeling and optimization such as unconstrained and constrained optimization, duality, barrier and interior point methods, and large-scale optimization.
Prerequisite(s): OM 600

OM603 Integer Modeling and Optimization
Hours 3
Theoretical and applied aspects of integer and discrete modeling and optimization such as valid inequalities, transformations, branch and bound, column generation, and branch and cut.
Prerequisite(s): OM 600

OM620 Production Management Models
Hours 3
A quantitative study of models and procedures used in various decision problems addressed by production and operations managers is completed in this course. Mathematical modeling and optimization software packages are used in solving these models.
Prerequisite(s): OM 500

OM622 Theory of Production Scheduling
Hours 3
A rigorous mathematical treatment of various scheduling models and techniques are covered. Topics include performance measures, complexity theory, single machine sequencing, flowshop scheduling, the job-shop problem, and priority dispatching.
Prerequisite(s): OM 522

OM623 Inventory Theory
Hours 3
A rigorous, mathematical treatment of stochastic single- and multi-item inventory models is performed. A numerical analysis and software package is used to implement and analyze such models.
Prerequisite(s): OM 523 and ST 560; or ST 550

OM695 Operations Management Seminar
Hours 1
A learning environment designed to expose Ph.D. students to a wide array of issues and topics related to operations management research.

OM697 Special Topics
Hours 1-6
Special Topics.

OM699 Dissertation Research
Hours 1-12
No description available.

Faculty
Department Head
William Jackson

Professor
William Jackson

Management, MA

The MA in management is a 30-credit-hour degree program. See the Admission Criteria section of this catalog for more information.

Each student who completes the master's program is expected to have a basic knowledge of the concepts, processes, and practices associated with the management of organizations. For someone with a non-business undergraduate degree and no work experience, this would include microeconomics, principles of accounting, production, management, and finance—or having a minor in business.

Global Business Management

The online Master of Arts in Management, with a concentration in Global Business Management, offers students the opportunity to develop the skills necessary to be successful in a global business environment. Students in this program will learn the complexities of managing global business operations.
businesses in a global arena, including the challenge of managing in a culturally diverse environment. Graduates of this program will understand the degree to which globalization has changed the way management is practiced in today’s society. In addition, graduates will have a broad knowledge of subjects that are key to effective global management, including but not limited to; managerial economics, managerial finance, accounting for global management, economics for global management, international marketing, global leadership and ethics, managerial statistics, and global business.

This flexible, online program is designed for supervisors, administrators, coordinators, managers, military personnel, and others who seek to advance their awareness of the impact of global issues in the workplace or who have developed the need for more advanced management skills in their current positions. The program is designed for students who do not have substantial prior education in business. All courses are offered online. The program consists of 30 hours of coursework, which students can complete in 18-24 months. A thesis is not required.

Details about program requirements are available on the Manderson Graduate School of Business website.

**Degree Requirements**

Students admitted to the MA program in management complete a minimum of 30 hours of approved coursework beyond the requirements for an undergraduate degree.

### Concentration in Global Business Management

**Required courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC 506</td>
<td>Concepts Financial Mgmt</td>
<td>3</td>
</tr>
<tr>
<td>OM 525</td>
<td>Effective Quality Management</td>
<td>3</td>
</tr>
<tr>
<td>ST 560</td>
<td>Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>EC 500</td>
<td>Managerial Economics</td>
<td>3</td>
</tr>
<tr>
<td>FI 504</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>IBA 550</td>
<td>Global Business</td>
<td>3</td>
</tr>
<tr>
<td>IBA 555</td>
<td>Global Market Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 517</td>
<td>Leadership &amp; Ethics</td>
<td>3</td>
</tr>
<tr>
<td>GBA 525</td>
<td>Business Policy (Global Capstone Course)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credit Hours Subtotal:** 27

**Electives**

Select one of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM 570</td>
<td>Introduction to Health Systems</td>
<td>3</td>
</tr>
<tr>
<td>ST 575</td>
<td>Statistical Analysis</td>
<td>3</td>
</tr>
<tr>
<td>IBA 560</td>
<td>Advanced Import/Export Strategy</td>
<td>3</td>
</tr>
<tr>
<td>MGT 537</td>
<td>Strategic Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 582</td>
<td>New Venture Development</td>
<td>3</td>
</tr>
<tr>
<td>OM 500</td>
<td>MGT Science &amp; Spreadsheet Mod</td>
<td>3</td>
</tr>
</tbody>
</table>

**Management, Ph.D.**

The doctor of philosophy degree is awarded for scholarly attainment and represents the highest degree in business administration that the University may bestow upon a student. Doctoral programs in business are designed principally for those who wish to prepare for careers in university teaching or for research positions in business and government. The faculty of the Manderson Graduate School of Business offer the PhD degree in seven business fields: accounting, applied statistics, economics, finance, management, operations management, and marketing. The doctoral program in operations management offers an interdisciplinary concentration in management information systems.

### Admission Requirements

Admission to doctoral programs in business is open to qualified individuals who hold undergraduate and/or graduate degrees from accredited colleges and universities. Individuals seeking admission to a doctoral program should follow the application procedure established by the Graduate School of The University of Alabama. Applications for admission are carefully evaluated by selected members of the graduate faculty of the specific field to which the student is seeking admission.

See the Admission Criteria section of this catalog for more information.

**Student program committee.** For registration for the first semester or summer session in residence, each student will be advised by the graduate coordinator or department head of the major field. The graduate coordinator guides the student in course selection and counsels the student regarding other aspects of the program.

**Plan of Study.** The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations. An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

**Scholastic requirements.** If a student’s cumulative grade average falls below “B,” or if the student earns a “D” or “F” in a graduate course, the student may be dismissed from the program.

**Residency requirements.** The minimum period (following the bachelor’s degree) for earning the PhD will vary dependent on the discipline. The program is full-time and a student is expected to maintain continuous residence at The University of Alabama. Additional information on doctoral residency is in the Doctoral Degrees (p. 17) section of this catalog.

**Major field requirements.** The student must choose a major field from one of the following programs: accountancy, applied statistics, economics, finance, management, marketing, or operations management. The major field may include cognate courses offered by divisions of the University outside or within the Manderson Graduate School of Business. The student must take at least seven graduate-level courses in the major field to prepare for the comprehensive examination.

**Quantitative methods requirements.** Each student is required to complete two courses in statistical methods equivalent to the content of ST 550 and ST 551, and two additional courses involving more advanced quantitative and/or statistical methods. These two elective courses are in addition to courses selected to satisfy the major or minor field requirements. A student who selects statistics as the major or minor field may satisfy the quantitative-methods requirement by completing at least four courses involving quantitative methods in addition to those selected to satisfy the minor field requirements in statistics.

**Language/research tool requirements.** There is no University-wide or College-wide language/research tool requirement for the PhD degree. Each program offering the degree may set its own requirements. In cases where the program has established a language/research tool requirement, candidates must complete the language/research tool requirement before taking the preliminary examination. Each student...
should contact the doctoral program coordinator in his or her major field for more information concerning language/research tool requirements.

Comprehensive and preliminary examinations. Each student is required to pass a comprehensive examination in the major field, and, if required, a comprehensive examination in the minor field(s). The examinations primarily aim to determine the student’s ability to show relationships among the various segments of knowledge within the major and minor fields of study. The written examination in the major field is scheduled for each student by the department head or program director. Examinations in the minor field (if required) may be taken at any time scheduled by the respective programs.

Some disciplines may also require a preliminary or qualifying examination in which the student must demonstrate competency in the major field in order to continue in the program. Such examinations will normally be administered after the first year in the program and will be scheduled by the department head or program coordinator. In accordance with University policy, a student may attempt each examination no more than two times. However, each student should consult his or her program’s policies for the written comprehensive examination because programs may vary in approach and requirements.

Dissertation committee. The dissertation committee is appointed by the department head or the graduate coordinator in the student’s major field, in consultation with the faculty and the student. The dean of the Graduate School must approve the committee upon submission of the form for Appointment/Change of Doctoral Dissertation Committee. The committee consists of a minimum of five members of the graduate faculty; no fewer than two members must be from outside the student’s major field and at least one member must be from outside the student’s academic department. Each member of the committee must possess a terminal degree. Exceptions must be approved by the dean of the Culverhouse College of Commerce and Business Administration and by the dean of the Graduate School. The director of the dissertation is the chairperson of the committee.

Program areas may impose additional procedures for approval of dissertation proposals. The dissertation committee is responsible for admission of the student to candidacy, supervision of the dissertation, and administration of the final oral examination.

Admission to candidacy. Students are certified by the dean of the Graduate School for Admission to Candidacy for the PhD degree after they have met the following requirements:

1. Completed the program of approved coursework
2. Demonstrated in comprehensive examinations their competence in (a) the major field and (b) each minor field requiring an examination
3. Satisfactorily fulfilled the language/research tool requirement, if any
4. Passed the preliminary examination, if required
5. Established an approved dissertation committee
6. Received approval of the dissertation proposal from the dissertation committee

Dissertation requirements. A dissertation showing power of independent research and literary skill must be prepared on a topic in the major field. The subject of the dissertation must be approved by the student’s dissertation committee. A student who completes the coursework but fails to complete the dissertation within five years after being admitted to candidacy will be required to retake the written examinations and the preliminary oral examination. All candidates are expected to register for dissertation supervision each semester and summer session until the dissertation is completed.

Final oral examination. When the dissertation has been completed the candidate will be given a final oral examination by the committee. This examination is primarily concerned with the research work of the candidate as embodied in the dissertation and the field in which the dissertation lies, but it may extend over the whole primary field of study. The final oral examination is governed by the rules of the Graduate School of The University of Alabama. All faculty members of the Manderson Graduate School of Business are invited to attend final oral examinations. The candidate will present a copy of the final draft of the dissertation to each committee member at least two weeks in advance of the final oral examination.

Time limit for completion of the PhD. A student entering the PhD program must complete all requirements for the PhD degree within seven years of the date of admission in the graduate program. If a student is suspended from the PhD program for exceeding the time limits for completion of the program, the individual may petition the department chair and the Culverhouse College of Commerce and Business Administration’s PhD Programs Committee.

Extension of time and/or additional requirements for readmission to the program must be recommended to the Graduate School of The University of Alabama by the student’s departmental graduate faculty and the dean of the college. A maximum one-semester extension may be granted in those rare instances in which the student presents documentation of compelling circumstances beyond the student’s control that made it impossible to complete the degree within 21 semesters after admission.

See Time Limits Extension Request (Doctoral Only) (p. 17) for the steps in the University’s policy and conditions needed for the dean of the UA Graduate School to consider a one-semester extension.

Department of Marketing

- Majors
  - Marketing (MS) (p. 555)
  - Marketing (Ph.D.) (p. 557)

MKT 300 Marketing or its equivalent is a prerequisite for all 400-level courses; MKT 518 Marketing Management & Decision Making or its equivalent is a prerequisite for all 500- and 600-level courses.

MKT 510 Product Design Marketing Strategy

Hours 3

An intensive investigation of the process of new product development, including its role in the organization, analysis of market opportunities, creative idea generation, concept screening, design, forecasting, manufacturing, and launch. Teaching emphasis is on processes, tools, and techniques. A group project provides real-world product development experience.
MKT511 Supply Chain Management  
Hours 3

MKT 511 is a graduate (master's) level counterpart to MKT 411 Supply Chain Management. Its focus is on providing a managerial perspective of best practice supply chain management. The course encompasses the collaborative strategies and planning processes needed to build and manage supply chains for systemic effectiveness and efficiency. It will be offered cotermoinously with MKT 411 during each spring semester. The target students for MKT 511 are MBA’s with marketing concentrations and master of arts (MA) and master of science (MSC) students in marketing. Graduate students in other degree programs may also enroll as an elective for graduate credit.

Prerequisite(s): MKT 518

MKT518 Marketing Management & Decision Making  
Hours 3

A combination of lectures and cases is used to examine and analyze the marketing process. Emphasis is on decision making: the refinement of skills needed to recognize and solve marketing problems, and to effectively communicate recommendations both within and without the organization. The following components of the marketing mix are examined: product management, pricing, promotion, personal selling, buyer behavior, marketing channels, distribution, and segmentation.

MKT522 Advanced Supply Chain Strategy  
Hours 3

Supply Chain Strategies are key to firms developing a sustainable competitive advantage. This course addresses the changing and increasingly important role of supply chain management from a strategic standpoint. Topics include Distribution Strategy, Inventory & Information Strategy, Demand Management, Operations Integration, Outsourcing, Partnering & Customer Relationship Strategy, Redesign & Contingency Planning, Reverse Logistics, Strategic Sourcing, Technology and Sustainability. The main objective of the course is to teach the participants how to develop a comprehensive supply chain to support overall business objectives. The course is case based giving the student pragmatic training for their first career placement.

MKT530 Advanced Marketing Analysis  
Hours 3

This course for Master of Science in Marketing and second-year MBA students concerns the generation of marketing research results to help make marketing decisions. The course is designed to complement and build on the skills acquired in Marketing 518, the Survey of Marketing course. The core of Marketing 530 is decision-relevant data; planning its acquisition; getting it from a variety of internal, secondary and primary sources; analyzing it; and using it as the basis of decisions. The course also provides students with marketing analytics-centered skills (ANOVA, regression, factor and cluster analysis). Knowledge developed in the courses can be applied in the fields of market management, product management and project management. This course also helps prepare students to successfully complete team-based projects (Marketing 581) in the spring semester.

MKT531 Services Marketing  
Hours 3

An examination of how service firms achieve and maintain marketing excellence.

MKT537 Personal Selling  
Hours 3

To understand the basic concepts and principles surrounding personal selling including the sales process and emerging advanced sales topics.

MKT540 Introduction to Digital and Social Media Marketing  
Hours 3

This course will address the distinct needs of digital and social media in the area of marketing. Opportunities for application of these skills to real-world business situations will be given to students. The course covers theory along with the tactical elements of creating and branding digital and social media content for companies and organizations.

Prerequisite(s): Master's

MKT542 Digital and Social Media Analytics  
Hours 3

This course will give students experience and exposure to advertising analytics in digital and social media. Special focus will be placed on Google AdWords and Google Analytics – the premiere digital advertising and analytics program online at this time. Students will analyze current professional literature on digital and social media analytics and focus on return on investment of online advertising and analytics for businesses and organizations.

Prerequisite(s): Master's

MKT543 Advanced Digital and Social Media Projects and Studies  
Hours 3

This course will give students real world experience in using social media professionally. Students will work in teams on live social media projects with a professional organization while learning Return on Investment strategies and analytical skills.

Prerequisite(s): Masters, MKT 540

MKT591 Independent Study  
Hours 1-6

This course allows students to work one-on-one with faculty on a topic mutually agreed on by the faculty and student.

MKT592 Internship  
Hours 3

Students work for an organization in an approved business or public sector setting. The internship is administered through the Master of Science in Marketing program.

MKT594 Marketing Project Management  
Hours 3

Introduce Master of Science in Marketing students (and other interested graduate students) to the concepts and use of project management techniques utilizing Project Management Institute (PMI) standards focusing on marketing-specific projects.
MKT595 Client-Based Marketing Consultant Projects
Hours 3
This course is devoted entirely to the completion of real-world marketing projects for specific organizational clients. Teams are created based on skills and interests as well as the needs of the clients. The scope of each project is determined by the needs of the client, but it typically is based in decision-making insights from marketing research and involves one or more of such marketing-oriented tasks as: market segmentation and target marketing activities associated with a proposed new product, service, or strategic initiative; the gathering and application of marketing research pertinent to an important GO/NO GO decision by the firm; gauging specific reaction from the potential customer market regarding a proposed new initiative by the client; evaluating the potential competitive advantage of a strategic or tactical move by the firm; creation of and implementation of a plan for research, promotion, launch, pricing, and/or distribution for some aspect of the firm's business. This course is unique. It allows students to use the skills and knowledge that they have acquired in graduate marketing courses as well as build new skills in marketing analysis, project management, client relationship building/maintenance skills, communications, decision-making, and leadership.

MKT596 Capstone Project
Hours 1-3
This course requires the student to apply his/her knowledge of the field of Marketing to recognize operational problems in the field. Further, the student must provide evidence of his/her abilities to communicate understanding of the problem, describe the analysis performed and organize this material effectively for both a written report and corresponding oral presentation.

MKT597 Special Topics In Marketing
Hours 1-6
This course offers faculty a chance to present topics of interest to themselves and to marketing students.

MKT599 Thesis Research
Hours 1-6
A course designed to focus on student’s independent research projects.

MKT613 Behavioral Theory & Qualitative Methodology
Hours 3
This course focuses on the use of qualitative methodology as a way to ground theory, in combination with a focus on the application of consumer psychological and behavioral topics in such contexts as services, retailing, shopping, and relationship marketing. Offered spring semester, every other year.

MKT627 Inter-Organizational Systems
Hours 3
An examination of inter-organizational distribution systems stressing the evolution of channel theory. Theoretical explanations of structural dynamics and the analysis of channel behavioral constructs (e.g., channel power, conflict, and leadership) are stressed. Offered every other year.

MKT674 Measurement & Structural Equation Modeling
Hours 3
A course that covers measurement theory and how it is applied in scientific research. Students learn to construct effective questionnaires, to develop psychometrically-sound measures of constructs, and to assess measure reliability and validity. Quantitative methods, including exploratory factor analysis, confirmatory factor analysis, and structural equation modeling, are emphasized. Offered fall semester.

MKT688 Survey of Marketing
Hours 3
This course surveys several marketing topics. These include some data analysis tools, such as discriminant analysis, cluster analysis, perceptual mapping, and conjoint analysis; an introduction to some substantive topics, such as segmentation, new product diffusion, supply chain management, and attitude-to-the-ad; plus a brief overview of some selected marketing modeling topics. Offered fall semester, every other year.

MKT690 Philosophy of Science
Hours 3
This course begins with an examination of theory and theory development. It then follows with a consideration of various methodological approaches, with a heavy focus on experimental design. Finally, throughout, substantive behavioral and marketing topics are considered in detail, including attitudes and persuasion, advertising and branding effects, judgment and decision making, and the role of affect and emotions. Offered fall semester, every other year.

MKT691 Graduate Seminar In Mkt
Hours 3
Through the reading of this course, we will explore in depth several specific areas that are informed by strategic marketing thought. We will not only trace the development of theory in marketing strategy, but chart several courses for future research.

MKT698 Research In Marketing
Hours 1-6
A course designed to focus on students’ independent research projects.

MKT699 Dissertation Research
Hours 1-12
Credit hours required to complete dissertation work.

Faculty
Department Head
David Mothersbaugh

Marketing, MS

The Field of Marketing
Marketing is the field of business concerned with the identification and analysis of consumer and business market needs and the development and management of marketing programs to satisfy those needs. Marketers are responsible for market strategy, product development and management, development and execution of promotional programs, management of distribution systems, and pricing for targeted domestic and international market opportunities based on an understanding of consumers generated by marketing research and analysis of primary and secondary market data.
The University of Alabama offers a Master of Science Degree in Marketing (MSM) with four specializations:

Marketing Management
The Marketing Management Specialization allows for maximum flexibility in course selection and career planning. Graduates with a Marketing Management specialization pursue careers in project management, product management, sales, or research for consulting and research firms, banks, retail chains, and health care companies.

Digital and Social Media Marketing
The Digital and Social Media Marketing Specialization involves a deep dive into the new world of digital marketing, with an overview course in social media–based marketing strategy followed by courses in digital marketing analytics and advanced digital marketing. The world of digital and social media marketing is growing rapidly, with firms around the world scrambling to add digital components to their marketing strategies.

Professional Sales
A Professional Sales Specialization appeals to many marketing and non-marketing undergraduates who wish to blend sales skills with the knowledge from their major field to serve a variety of industrial and service providers in their area of interest. Many graduates go on to careers in sales and sales management, where there is a shortage of qualified applicants for available jobs across a wide range of industries.

Marketing Analytics
The Marketing Analytics Specialization involves a heavy curriculum in statistics and SAS programming emphasizing data analysis and data mining. Graduates with this specialization earn a SAS / Data Mining Certification and are prepared to sit for the SAS programming certificate. Marketing Analytics graduates are highly sought after by a wide variety of organizations because of their ability to work with “Big Data.”

In addition, several MSM students per year continue their education in PhD programs at Alabama and other universities.

Program Overview:

The MSM at Alabama is designed to be completed in two semesters of full-time study (15 hours each) but students are welcome to take longer if they prefer. The program enrolls around 50-60 students per year, most of whom start in the fall. Students entering in the spring semester cannot graduate in two semesters due to prerequisites.

The degree consists of 30 credit hours of coursework (33 for Marketing Analytics), including six hours of Client-based Project credit. Students interested in the Marketing Analytics specialization must apply for summer admission in order to complete a graduate level Introduction to Statistics course unless such a course has already been completed.

Requirements:

Admission requirements include a minimum GPA of 3.0 and a minimum score of 550 on the GMAT or 300 on the GRE. The average GPA of recent acceptees has been approximately 3.5 and the average GMAT has been 620. Entrance requirements for the Marketing Analytics Specialization include a 3.3 GPA, a B or higher in undergraduate calculus, and a 580 GMAT / 308 GRE.

Student Backgrounds:

Our MSM students include college seniors with majors in a variety of fields including business, liberal arts, engineering, science, and communications, as well as individuals with non-business graduate degrees and those currently working in marketing and other jobs.

See the Admission Criteria section of this catalog for more information.
Typical applicants will be:

• seniors in all business majors
• seniors with non-business majors
• persons with non-business graduate degrees seeking employment in marketing
• individuals currently working in the private or public sector

Prior study of business is not required. Students with liberal arts, engineering, science, communications, as well as business undergraduate backgrounds are encouraged to consider this program.

The Accelerated Masters Program (AMP):

The Accelerated Master’s Program (AMP) in Marketing (formerly the University Scholars Program) allows academically gifted undergraduate majors in Marketing or with a double major which includes Marketing to begin taking graduate courses after ninety hours of undergraduate study. This will in many cases allow them to complete both the BA and the MS degree in four years. Once admitted, an AMP student is approved to take up to 15 hours of graduate courses that will count towards both the Bachelor’s and graduate degrees.

Students completing the MSM program will

• earn a graduate business degree (Master of Science)
• enhance their employment opportunities and upward mobility through a program of advanced marketing coursework and hands-on project experience
• The program is also appropriate for persons who wish to earn a master’s degree en route to a Ph.D. in marketing.

Faculty

The marketing faculty at The University of Alabama is nationally recognized for high quality teaching, research, and service to the state and nation. Faculty members work closely with students as teachers, project and team mentors, and as resources for placement and career planning after as well as before graduation.

Placement

Placement of students is a priority. We have recent graduates in nearly every conceivable marketing position around the world. Graduates have careers in brand management for consumer product firms, in banking, in industrial and pharmaceutical marketing and sales, in automobile manufacturing, in marketing research, in supply chain management, in sports and entertainment marketing, in entrepreneurship, in the public sector, in marketing of non-profit organizations, and in academics.

Degree Requirements

Coursework in the Master of Science degree program in marketing is designed to provide students with:

• a solid understanding of contemporary marketing issues
• experience in advanced analytical and marketing research techniques necessary for sound marketing decisions

The MSM program requires 30 hours of coursework (33 hours for the Marketing Analytics Specialization), with the expectation that the degree will be completed in two semesters.

Coursework varies by specialization:

Marketing Management Specialization
Digital and Social Media Specialization

Fall Semester
- IBA 555 Global Market Management 3
- MKT 595 Client-Based Marketing Consultant Projects 3
- MKT 530 Advanced Marketing Analysis 3

Two courses from:
- MKT 540 Introduction to Digital and Social Media Marketing 3
- MKT 537 Personal Selling 3
- MKT 438 Sales Management (*For Graduate Credit.) 3
- ST 550 Stat Methods In Res I 3
- MGT 582 New Venture Development 3
- HES 560 Sports Business Management 3

Other 500-level courses with permission of Instructor and Advisor

Spring Semester
- MKT 596 Capstone Project 3

Four Courses From:
- MKT 542 Digital and Social Media Analytics 3
- MKT 438 Sales Management (*For Graduate Credit) 3
- MKT 510 Product Design Marketing Strategy 3
- MKT 531 Services Marketing 3
- APR 592 Integratd Communctn Proj 3
- HES 560 Sports Business Management 3
- MKT 522 Advanced Supply Chain Strategy 3
- MKT 439 Key Account Management 3

(Other courses can be substituted with permission)

Marketing Analytics Specialization

Summer Session
- ST 560 Statistical Methods 3

Fall Semester
- IBA 555 Global Market Management 3
- MKT 595 Client-Based Marketing Consultant Projects 3
- MKT 530 Advanced Marketing Analysis 3
- ST 521 Statistical Data Management 3
- ST 531 Data Mining I 3

Spring Semester
- MKT 596 Capstone Project 3
- ST 522 Adv Statistical Data Mgt 3
- ST 532 Advanced Data Mining 3

Two Courses From the Marketing or IBA Curriculum

Marketing, Ph.D.

The doctor of philosophy degree is awarded for scholarly attainment and represents the highest degree in business administration that the University may bestow upon a student. Doctoral programs in business are designed principally for those who wish to prepare for careers in university teaching or for research positions in business and government.

The faculty of the Manderson Graduate School of Business offer the PhD degree in seven business fields: accounting, applied statistics, economics, finance, management, operations management, and marketing. The doctoral program in operations management offers an interdisciplinary concentration in management information systems.

Admission Requirements

Admission to doctoral programs in business is open to qualified individuals who hold undergraduate and/or graduate degrees from accredited colleges and universities. Individuals seeking admission to a doctoral program should follow the application procedure established by the Graduate School of The University of Alabama. Applications for
admission are carefully evaluated by selected members of the graduate faculty of the specific field to which the student is seeking admission. See the Admission Criteria section of this catalog for more information.

Student program committee. For registration for the first semester or summer session in residence, each student will be advised by the graduate coordinator or department head of the major field. The graduate coordinator guides the student in course selection and counsels the student regarding other aspects of the program.

Plan of Study. The PhD Plan of Study is available at the Graduate School website. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a "hold" may be placed on future registrations. An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Scholastic requirements. If a student's cumulative grade average falls below "B," or if the student earns a "D" or "F" in a graduate course, the student may be dismissed from the program.

Residency requirements. The minimum period (following the bachelor’s degree) for earning the PhD will vary dependent on the discipline. The program is full-time and a student is expected to maintain continuous residence at The University of Alabama. Additional information on doctoral residency is in the Doctoral Degrees (p. 17) section of this catalog.

Major field requirements. The student must choose a major field from one of the following programs: accountancy, applied statistics, economics, finance, management, marketing, or operations management. The major field may include cognate courses offered by divisions of the University outside or within the Manderson Graduate School of Business. The student must take at least seven graduate-level courses in the major field to prepare for the comprehensive examination.

Minor field requirements. One minor field of study must be selected from within the Manderson Graduate School of Business or in a discipline outside the School that is closely related to the student’s major field of study. To satisfy the minor-field requirement, the student must meet the standards set by the program area granting the minor. In general, this means that the student must demonstrate a thorough grasp of the philosophy, methodology, and literature dealing with the minor field. The student must take a minimum of four graduate courses to satisfy the minor-field requirement. Some minor fields require a written comprehensive examination. For applied statistics, the minor-field requirement is replaced by the interdisciplinary field courses.

Quantitative methods requirements. Each student is required to complete two courses in statistical methods equivalent to the content of ST 550 and ST 551, and two additional courses involving more advanced quantitative and/or statistical methods. These two elective courses are in addition to courses selected to satisfy the major or minor field requirements. A student who selects statistics as the major or minor field may satisfy the quantitative-methods requirement by completing at least four courses involving quantitative methods in addition to those selected to satisfy the minor field requirements in statistics.

Language/research tool requirements. There is no University-wide or College-wide language/research tool requirement for the PhD degree. Each program offering the degree may set its own requirements. In cases where the program has established a language/research tool requirement, candidates must complete the language/research tool requirement before taking the preliminary examination. Each student should contact the doctoral program coordinator in his or her major field for more information concerning language/research tool requirements.

Comprehensive and preliminary examinations. Each student is required to pass a comprehensive examination in the major field, and, if required, a comprehensive examination in the minor field(s). The examinations primarily aim to determine the student’s ability to show relationships among the various segments of knowledge within the major and minor fields of study. The written examination in the major field is scheduled for each student by the department head or program director. Examinations in the minor field (if required) may be taken at any time scheduled by the respective programs.

Some disciplines may also require a preliminary or qualifying examination in which the student must demonstrate competency in the major field in order to continue in the program. Such examinations will normally be administered after the first year in the program and will be scheduled by the department head or program coordinator.

In accordance with University policy, a student may attempt each examination no more than two times. However, each student should consult his or her program’s policies for the written comprehensive examination because programs may vary in approach and requirements.

Dissertation committee. The dissertation committee is appointed by the department head or the graduate coordinator in the student’s major field, in consultation with the faculty and the student. The dean of the Graduate School must approve the committee upon submission of the form for Appointment/Change of Doctoral Dissertation Committee. The committee consists of a minimum of five members of the graduate faculty; no fewer than two members must be from outside the student’s major field and at least one member must be from outside the student’s academic department. Each member of the committee must possess a terminal degree. Exceptions must be approved by the dean of the Culverhouse College of Commerce and Business Administration and by the dean of the Graduate School. The director of the dissertation is the chairperson of the committee.

Program areas may impose additional procedures for approval of dissertation proposals. The dissertation committee is responsible for admission of the student to candidacy, supervision of the dissertation, and administration of the final oral examination.

Admission to candidacy. Students are certified by the dean of the Graduate School for Admission to Candidacy for the PhD degree after they have met the following requirements:

1. Completed the program of approved coursework
2. Demonstrated in comprehensive examinations their competence in (a) the major field and (b) each minor field requiring an examination
3. Satisfactorily fulfilled the language/research tool requirement, if any
4. Passed the preliminary examination, if required
5. Established an approved dissertation committee
6. Received approval of the dissertation proposal from the dissertation committee

Dissertation requirements. A dissertation showing power of independent research and literary skill must be prepared on a topic in the major field. The subject of the dissertation must be approved by the student’s dissertation committee. A student who completes the coursework but fails to complete the dissertation within five years after being admitted to candidacy will be required to retake the written examinations and the preliminary oral examination. All candidates are expected to register for dissertation supervision each semester and summer session until the dissertation is completed.
**Final oral examination.** When the dissertation has been completed the candidate will be given a final oral examination by the committee. This examination is primarily concerned with the research work of the candidate as embodied in the dissertation and the field in which the dissertation lies, but it may extend over the whole primary field of study. The final oral examination is governed by the rules of the Graduate School of the University of Alabama. All faculty members of the Manderson Graduate School of Business are invited to attend final oral examinations. The candidate will present a copy of the final draft of the dissertation to each committee member at least two weeks in advance of the final oral examination.

**Time limit for completion of the PhD.** A student entering the PhD program must complete all requirements for the PhD degree within seven years of the date of admission in the graduate program. If a student is suspended from the PhD program for exceeding the time limits for completion of the program, the individual may petition the department chair and the Culverhouse College of Commerce and Business Administration’s PhD Programs Committee.

Extension of time and/or additional requirements for readmission to the program must be recommended to the Graduate School of The University of Alabama by the student’s departmental graduate faculty and the dean of the college. A maximum one-semester extension may be granted in those rare instances in which the student presents documentation of compelling circumstances beyond the student’s control that made it impossible to complete the degree within 21 semesters after admission. See *Time Limits Extension Request (Doctoral Only)* (p. 17) for the steps in the University’s policy and conditions needed for the dean of the UA Graduate School to consider a one-semester extension.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is 3 full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e., the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See *Interdisciplinary Studies (IDS)* (p. 487) at the Graduate School’s website for information on prerequisites, admission procedures, course of study and other aspects of IDS programs.

**Doctor of Education Degree**

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

**Doctor of Musical Arts Degree**

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

**Doctor of Nursing Practice**

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCN). The DNP is a practice-focused degree that is detailed in the Nursing section of this Catalog.
Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master's degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student's doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student's discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that particular department. Contact the department for details. The following have been approved to offer an ADR:

- PhD in Counselor Education
- PhD in Aerospace Engineering and Mechanics
- PhD in Curriculum and Instruction
- PhD in Human Performance
- PhD in Instructional Leadership
- PhD in Instructional Leadership (Instructional Technology Concentration)
- PhD in Instructional Leadership (Social and Cultural Studies Concentration)

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences

All course credit toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.
Transfer of Credit

Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits

All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request

Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student describes the compelling circumstances, briefly describes the current status of the dissertation, then includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended dissertation on or before the published final date for submission of dissertations for the requested extension semester.
- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.
Repeating Courses When Given an Extension
When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study
Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student’s department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination
A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after
- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy
The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration
Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal
The dissertation proposal aims to show the appropriateness, manageability and significance of the proposed research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation
A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have not fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via
interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester's dissertation deadline, are available at the Graduate School's homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student's final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the *completed electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester (date published in the University Academic Calendar)</td>
<td>0</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student's final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (both dates published in the University Academic Calendar)</td>
<td>1</td>
</tr>
<tr>
<td>After 4:45 p.m. on the last-possible day to register or add a course for the student's final semester (date published in the University Academic Calendar)</td>
<td>3</td>
</tr>
</tbody>
</table>

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1 International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see "USCIS" section under "Minimum Hours–Other Policies and Regulatory Bodies" on page 3 of this policy.

2 The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology

Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student’s original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline’s style manual require deviation. Students considering the article-style approach should contact the Graduate
School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student's major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate’s record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

School of Social Work

• Degree Programs
  • Social Work, MSW (p. 570)
  • Social Work, PhD (p. 575)
  • MSW/MPH Coordinated Degree (p. 569)
  • MSW/JD Coordinated Degree (p. 569)
  • MSW/Ph.D Concurrent Enrollment (p. 569)

Admission Requirements

Regular Admission
An applicant whose credentials meet both of the following minimum requirements may be considered for regular admission:

1. GPA requirement: The applicant must have an undergraduate grade point average of 3.0 overall, 3.0 for the last 60 semester hours in a degree program, or 3.0 for a completed graduate degree program.

2. Entrance exam score requirement: If the undergraduate grade point average is below a 3.0 for both the overall AND last 60 hours, the School of Social Work requires submission of test scores. The applicant must have a 300 on the GRE test or a score at the 50th percentile on the MAT. Admission test scores must be less than five years old. An applicant who wishes to be nominated by his or her department for a Graduate Council Fellowship is strongly encouraged to submit a score on the Graduate Record Examination (GRE) General Test or entrance examination appropriate to the graduate program of interest

Please note no academic credit, course waivers, or credit for field practicum shall be granted for life experience or previous work experience.

International Admission Requirements

International Student Admission
International students must meet the Graduate School’s requirements for admission (see above), including the equivalent of a four-year bachelor’s degree from an accredited institution.

Test Scores: A students whose first language is not English must submit an official score report for the Test of English as a Foreign Language (TOEFL), the Pearson test of English (PTE), or must have earned a degree from an accredited U.S. college or university within the past 3 years.

1. TOEFL minimum score is a 550 on the paper-based test or a 79 on the internet-based test.
2. IELTS minimum score for admission is a 6.5.
3. PTE minimum score for admission is a 59.

Note: Scores must be less than two years old at the time of intended initial enrollment at The University of Alabama.

Please note no academic credit, course waivers, or credit for field practicum shall be granted for life experience or previous work experience.

Program Options: 42 credit hour or 60 credit hour

Advanced Standing (42 credit hour)

• Students holding a Bachelor of Social Work degree from a CSWE accredited institution.
• Admission requires a “B” average or better in all professional foundation Social Work courses including field education, with no more than one “C” in upper level Social Work courses.
• Offered Spring and Summer terms only

Two Year (60 credit hour)

Students who hold a bachelor's degree from a regionally accredited institution.

Students who do not meet Advanced Standing criteria must apply to 60-hour program.

Offered Summer and Fall terms only

Applicants can find more information on program deadlines and application instructions on the School of Social Work website.

Application Fee

The application fee is $60 for U.S. citizens and permanent residents and $75 for international students. The application fee is waived for the following groups:

1. Veterans and current members of the US military (please send Angela Abrams (ayabrams@ua.edu) your DD 214 or current assignment orders as appropriate).
2. Ronald E. McNair Postbaccalaureate Achievement Program students (please contact Angela Abrams (ayabrams@ua.edu) for more details).
3. University of Alabama undergraduates applying to a graduate program in the same subject area. To qualify for this application fee waiver a student must have no time break between the undergraduate and graduate program and have an overall GPA of 3.0 or greater.
4. Applicants who have previously enrolled in Graduate School at The University of Alabama.

Applicants interested in transferring graduate credit to the MSW program from another institution or graduate program must make a formal request after admission to the program. The request is initiated in the Graduate School with the form for Request for Transfer of Graduate Credit. Please note the School of Social Work allows a maximum of 9 hours of transfer work for the 42-hour program and a maximum of 12 hours of transfer work for the 60-hour program upon approval by the program director.

Applicants can find Application Instructions on the School of Social Work website.

Students will have an opportunity to apply for field in both the BSW and MSW programs. We place students using a holistic perspective. Not only do we consider input from students, but we also consult with faculty, advisors, and the Field Committee.

Most students have many questions about practicum. The Field Office is always available to answer questions you may have. If there is anything that is unclear or if you have specific questions regarding your situation, do not hesitate to contact the Field Office.

Field Education Links

Student Information
Washington, D.C Program
International Field Placement Program
Pre-Orientation Video

Contact Us

Financial Aid

Financial assistance through stipends, grants, and scholarships is available through the School of Social Work. Some stipends are available directly from the School; others are related to traineeships, with specified field education placements and/or curriculum requirements. Stipends and traineeships that may be available include Alabama Department of Human Resources stipends; an Alabama Disabilities Advocacy Program stipend; child welfare traineeships; Sparks Clinics traineeships; Pediatric Pulmonary Health Care traineeships; Taylor Hardin Secure Medical Facility stipends; Bryce State Psychiatric stipends; Alabama Department of Youth Services traineeships; and Veterans Administration traineeships. Additional traineeships become available on a year-by-year basis.

Contact The University of Alabama, School of Social Work, Student Services Office, Box 870314, Tuscaloosa, AL 35487-0314, or telephone (205) 348-5020, for application forms and further information. Students may also contact the UA Office of Student Financial Aid, Box 870162, Tuscaloosa, AL 35487-0162, or telephone (205) 348-6756, for applications for University-sponsored and other financial aid such as federal loans.

Courses are subject to modification without advance notice.

Admission to 500-level courses is limited to graduate social work students only, unless consent of the instructor and the assistant dean is obtained. See the School of Social Work Master's Degree Program Student Handbook for additional course eligibility requirements.

SW500 Social Welfare Policy
Hours 3
Overview of the evolution of social welfare policies and services, and of how social problems affect societal groups. Includes examination of the tools and approaches that social workers might use in analysis and policy formulation.

SW501 Social Welfare Advanced Policy Analysis
Hours 3
The focus of this course is on social welfare policy analysis with particular emphasis on the influence of economic and political issues. This course emphasizes comparative research at both state and national levels.

Prerequisite(s): SW 500 or SW 578

SW506 Planning and Program Development
Hours 3
Application and analysis of theory applicable to the field of planning and developing social services and programs.

Prerequisite(s): SW 590 or SW 570 and SW 577 and SW 578 and SW 579

SW510 Human Behav Social Envir I
Hours 3
Critical concepts, theories, and research related to human biopsychosocial development across the life span; human development and behavior in the environmental contexts of family, groups, organizations, and communities; and the impact of human diversity on human development and behavior. This course is part of a two course sequence and focuses on earlier stages of human development from conception through adolescence.

SW511 Human Behav Social Envir II
Hours 2
This course introduces students to an overarching conceptual framework and selected theories for understanding human behavior across the life course. This course is part of a two-course sequence and focuses on the later stages of human development from young adulthood to advanced old age.

Prerequisite(s): SW 510
SW513 Social Work Practice in Health Care  
Hours 3  
This course prepares students for advanced social work practice in health care settings. Using the Life Course Perspective, health and health care issues relevant to health care social work are addressed.  
Prerequisite(s): Set 1 (60 hour) SW 500, SW 510, SW 511, SW 534, SW 540, SW 541, SW 542, SW 570 -OR- Set 2 (Advanced) SW 570, SW 577, SW 578, SW 579

SW514 Chem Depend Knowledge Interven  
Hours 3  
This survey course introduces students to major theories of substance use, information concerning the physiological and psychological consequences of this use, and information concerning the effects of this use on families and communities. Selected state, international, and federal policies regarding the control of drugs are reviewed. The course includes an overview of several models of prevention and intervention, with specific attention being paid to their application to special populations such as the homeless, clients from different cultures, and clients of different sexual orientations.  
Prerequisite(s): SW 500,SW 510, SW 511, SW 534, SW 540, SW 541, SW 542, SW 570, SW 577, SW 578, SW 579

SW515 Psychopathology  
Hours 3  
Presents diagnostic criteria used in recognition and treatment of mental disorders, and theory and research on the etiology of these disorders.

SW522 Social Work Ethics  
Hours 3  
Develop the knowledge base necessary to identify social work values, ethics, and the relationship between the two to social work practice with children, youth, adults, and their families.

SW523 Family Preservation  
Hours 3  
Overview of family preservation theory and practice. Students demonstrate skills with high risk children and families in their home setting.  
Prerequisite(s): Set 1 (60 hour) SW 500, SW 510, SW 511, SW 534, SW 540, SW 541, SW 542, SW 570 -OR- Set 2 (Advanced Standing) SW 570, SW 577, SW 578, SW 579

SW525 Evaluation Research  
Hours 3  
Students learn to design a practice or program evaluation project, demonstrating the link between designing and conducting research and the practice of social work.  
Prerequisite(s): SW 520 or SW 570 or SW 576

SW526 "Isms" & Advocacy In Social Work  
Hours 3  
Introduction to various forms of oppression, social injustice, and advocacy to prevent and intervene.  
Prerequisite(s): Set 1 (60 Hour) SW 500, SW 510, SW 511, SW 534, SW 540, SW 541, SW 542, SW 570 -OR- Set 2 (Advanced) SW 570, SW 577, SW 578, SW 579

SW528 Spirituality In Social Work Practice  
Hours 3  
Provides an overview of major issues relevant to spiritually sensitive social work practice with emphasis on the role of spirituality in interventions.

SW529 Advanced Clinical Social Work Practice  
Hours 3  
The course provides advanced level information about the application of selected theoretical frameworks and models of practice, assessment strategies and techniques, the formulation of treatment plans, practice interventions, and practice evaluation.

SW532 Social Work Practice with Adults in Mental Health  
Hours 1-3  
This course emphasizes evidence-based practice models and methods of intervention for effective social work practice with adults experiencing mental health problems.  
Prerequisite(s): SW590 or (SW570 and SW577 and SW578 and SW579)

SW533 Models and Methods of Gerontological Social Work Practice  
Hours 1-3  
Focuses on evidence-based practice models and methods of social work intervention with older persons and their families.  
Prerequisite(s): SW590 or (SW570 and SW577 and SW578 and SW579)

SW534 Integrative Seminar  
Hours 1  
Integration of foundation course content and field education.  
Prerequisite(s): SW 500 and SW 510 and SW 540. Corequisite: SW 590  
Prerequisite(s) with concurrency: SW 511 and SW 520 and SW 541 and SW 542

SW536 Social Service Program and Agency Administration  
Hours 3  
Students learn selected theoretical frameworks and apply the knowledge and skills for administration of social service programs and agencies.  
Prerequisite(s): Set 1 (60 Hour) SW 500, SW 510, SW 511, SW 534, SW 540, SW 541, SW 542, SW 570 -OR- Set 2 (Advanced) SW 570, SW 577, SW 578, SW 579

SW537 Forensic Social Work  
Hours 3  
This course is designed to provide students with the knowledge and critical thinking skills necessary for specialized practice in the area of forensic social work.

SW540 SW Practice with Individuals and Families  
Hours 1-3  
Theory and practice of social work with individuals and families are explored.  
Prerequisite(s) with concurrency: SW 510
SW541 Sw Practice With Groups
Hours 1-3
The course provides a framework for systematic study of components and issues involved in the practice of social work with groups.
Prerequisite(s) with concurrency: SW 510

SW542 Social Work Practice with Communities
Hours 1-3
Exploration of theories of social work practice for intervention at the community level, including selected macro-models of practice, and community practice within human-service organizations.
Prerequisite(s): SW 510 With Concurrency
Prerequisite(s) with concurrency: SW 510

SW549 Crisis Intervention
Hours 3
Focuses on treatment theories and models of intervention that provide a focused approach to the client in crisis.

SW553 Independent Study
Hours 1-6
Independent learning experience, under faculty direction, with a contract for an outcome such as a publishable research document.
Prerequisite(s): SW 500, SW 510, SW 511, SW 534, SW 540, SW 541, SW 542, SW 570, SW 577, SW 578, SW 579

SW557 Selected Topics in Social Work Practice
Hours 3
Intensive study of an area of or specific approach to social work practice. Topics vary from semester to semester. May be repeated.

SW559 Pediatric Pulmonary Health Care
Hours 3
Introduces social work students to pediatric pulmonary diseases and to research literature in this area of health care. Offered according to demand.

SW564 SW Practice in Child and Adolescent Mental Health
Hours 1-3
This course emphasizes evidence-based practice models and methods of intervention for effective social work practice with children, adolescents, and their families experiencing mental health problems.
Prerequisite(s): SW590 or (SW570 and SW577 and SW578 and SW579)

SW565 Social Work Practice in Child Welfare and Family Services
Hours 1-3
This course emphasizes evidence-based practice models of intervention for effective social work practice in child welfare and family services settings.
Prerequisite(s): SW590 or (SW570 and SW577 and SW578 and SW579)

SW570 Research-Informed Practice
Hours 3
This is the first course in a two-course sequence that is designed to enable students to engage in research-informed practice. The MSW themes of evidence-based practice and critical thinking are emphasized in this course. Graduate standing with admission to the MSW Program. With special permission of the Program Chair, graduate students outside the School of Social Work may take this course.

SW576 Intermediate Research
Hours 3
Prepares the student to engage in research at a level of sophistication and complexity appropriate for entry in the second-year research course.

SW577 Human Development and Social Systems
Hours 3
Provides students with instruction in the major psychological and sociological theories of human behavior that support and enhance social work practice.

SW578 Social Welfare Policy and Delivery Systems
Hours 3
Prepares advanced standing students for second-year policy and policy-related courses.

SW579 Social Work Practice
Hours 1-3
Designed to provide a foundation for social work practice with individuals, families, groups, and communities, in preparation for second-year practice courses.

SW580 Aging In Social Context
Hours 3
Examines aging in social, economic, and political contexts. Special attention is given to various social theories of aging; needs and problems of disadvantaged subpopulations of older people; and social policies and programs affecting older people.

SW585 Geriatric Care Management
Hours 3
The primary purpose of this course is to provide social workers interested in geriatric care management with the skills and knowledge needed to help prepare and empower family members in meeting the long term care needs of older adults and people with disabilities. The instructor for this course will offer evidenced-based information about how to conduct a care giving assessment and intervention with special attention to the complexities of the current long term care industry in the U.S. and to the many resources available to help care givers at the local and national level. This course provides specialized, yet practical, information designed to help families successfully meet the challenges of filial responsibility and other forms of care giving associated with disability. The specific tasks of care giving are organized into four categories: medical; legal-insurance-financial; family-social; and spiritual-emotional. Each task reflects a real life challenge that potentially comprises an important aspect of a care recipient’s long term care plan. The model of care giving used in this course underscores the importance of timely professional consultation and the supreme value of proactive preparation that values and honors the preferences of aging parents and family members with disabilities.

SW589 Social Work Practice in End-Of-Life Care
Hours 3
This course provides students with an understanding of the practical and emotional aspects of providing social work services to people who are dying and their families.
SW590 Field Education I
Hours 3-9
Planned field experience in human service programs.
Prerequisite(s): SW 500 and SW 510 and SW 540
Prerequisite(s) with concurrency: SW 511 and SW 541 and SW 542 and SW 570

SW595 Field Education II
Hours 3-9
Placements are individualized according to each student's concentration, career interest, and educational needs. The time requirements are the same as for SW 590.
Prerequisite(s): (SW532 AND SW533) OR (SW564 AND SW565)

SW600 Soc Work & Welfare State
Hours 3
Introduction to needs and opportunities for research in social welfare policy and its implementation, past and present. Examination of the development of the welfare state and current research on social welfare policy and its implementation.

SW601 Seminar in Doctoral Education
Hours 1
Provides students with an introduction to the PhD program, expectations for doctoral-level study, and familiarity with faculty and their research interests.

SW605 Social Work Education
Hours 3
Focuses on the history, current structure, pedagogical theories, and contemporary issues important to social work educators.
Prerequisite(s): SW 601

SW620 Social Work Research I
Hours 3
Examination of some of the key theoretical issues of qualitative and quantitative social science research and the basic processes of theory formulation and knowledge building.

SW621 Social Work Research II
Hours 3
Continuation of SW 620. Prepares students to design and carry out quantitative, qualitative, and multi-method research appropriate and adequate for answering social work research questions. Focuses on research design, sampling, data collection and analysis, and dissemination of results and conclusions.
Prerequisite(s): SW 620

SW622 Instrumentn & Measment
Hours 3
Focuses on the theoretical foundations of observation and measurement in social research and on the practical skills for measuring social phenomena, including assessment of the psychometric properties of research instruments and the design of reliable and valid instruments.

SW623 Sem Qualitative Research
Hours 3
Advanced study of key concepts in qualitative research, with applications for social work practice research and evaluation.

SW626 Seminar in Mixed Methods Research
Hours 3
The purpose of this course is to provide in-depth study of mixed methods research to graduate students who are already familiar with quantitative and qualitative research. An introductory phase of the course consists of defining mixed methods research and describing the history and foundations of this form of research. We will then examine the types of mixed methods designs available and discuss the process of research as it relates to each of these designs.
Prerequisite(s): Completion of SW621 and SW623, or permission of the instructor.

SW628 Research Practicum
Hours 3
Development of a social work research proposal, including the conceptualization of the research question, review of pertinent literature, project administration, arrangements for community collaboration, and IRB approval. Participation in ongoing research under faculty supervision.

SW629 Sp Top Sw Research Methd
Hours 3
Study of an advanced quantitative or qualitative method, approach, or technique with emphasis on knowledge-building applications of the method, approach, or technique.

SW640 Concepts Of Practice
Hours 3
Components of social work practice theory, including historical forces shaping conceptualizations of practice, the ideological and epistemological assumptions of both normative and empirical conceptualizations of practice, and the contributions of science and other approaches to knowledge and skill building.

SW648 Sp Top Sel Prof Issues
Hours 3
Integrative seminar on special topics.

SW660 Independent Study
Hours 3
Prerequisite: Completion of the doctoral core courses or permission of the instructor.

SW697 Post-MSW Practice Experience
Hours 6-9
This course provides students in the social work Ph.D. program who hold an MSW the opportunity to obtain practice experience in an educationally and MSW-supervised environment. Students will work up to 20 hours per week in agencies with UA SSW field-office-approved social work supervision. (If students are seeking licensure in addition to post-MSW practice experience, students should be sure to attain appropriate supervision.).
Prerequisite(s): Holding an MSW degree. Completion of at least the first year of doctoral program coursework (22 doctoral program credits).

SW698 Non-Dissertn Research
Hours 1-9
No description available.
SW699 Dissertation Research
Hours 1-15
No description available

Faculty
MSW Program Director
M. Sebrena Jackson, PhD, LCSW

Social Work Concurrent Enrollment, MSW/Ph.D.

The University of Alabama School of Social Work offers an MSW/PhD concurrent program for individuals who have strong interests in research careers in social work. These individuals may be admitted simultaneously to the MSW (p. 570) and PhD (p. 575) programs and work on both degrees concurrently. Those admitted to the concurrent program will complete all current requirements for the PhD degree. Specific required PhD coursework will be applied to specific MSW degree requirements, reducing the number of semester hours required for the MSW and PhD degrees by 18 hours. The MSW degree will be awarded when all requirements for the MSW completed, and the student will continue to work on the PhD requirements. Successful applicants must meet the minimum admission requirements of the Graduate School and The School of Social Work MSW and PhD Programs.

See the Admission Criteria section of this catalog for more information.

Social Work Coordinated Degree, MSW/JD

The goal is to offer comprehensive preparation to individuals interested in becoming leaders in their communities, their state, or the nation, as well as leaders in promoting and enhancing social justice and individual well-being, through interventions, advocacy, organizational management, and public policy. Students acquire knowledge of social work and law strategies that can improve the lives of individuals and groups, by understanding forensic social work, the justice system, domestic violence, child protection, human rights, and more.

Separate admission to each program is required. Admission requirements for the coordinated degree program are exactly the same as those currently established for the MSW program separately and the JD program separately. All normal prerequisites for both programs must be met.

See the Admission Criteria section of this catalog for more information.

Completion Requirements

UA’s Advanced-Standing MSW program requires 42 hours of course work; the 2-year MSW program requires 60 hours. Students in the dual-enrollment MSW/JD complete in the Law School the 9 hours of electives currently required for the MSW degree (and currently specified as “MSW electives”).

The JD program requires at least 90 hours of course work, of which 6 hours may be fulfilled with approved courses offered outside the Law School. The JD is a cohort-based program completed over 3–4 years. Dually enrolled MSW/JD students will be required to complete 9 hours of MSW courses as part of the 90 hours constituting study for the JD. In all, the coordinated degree program requires 114 credit hours for students admitted with advanced standing by the MSW Admission Committee, or 132 credit hours for students admitted without advanced standing.

Transfer of Credit

Students observe all current rules governing transfer of academic credit, as outlined in both the Graduate Catalog and the Law Student Handbook. In the coordinated degree program, transfer of credit for the required social work courses will be allowed, subject to current policies of the Graduate School and School of Social Work. Students in the coordinated MSW/JD program follow the first-year curriculum prescribed by the Law School. The coordinated degree program begins after the first year of J.D. curriculum is completed. MSW/JD students work with advisors from both programs prior to their third semester to assure an appropriate Plan of Study is developed and progress is made to satisfy the requirements of both degrees.

Time Limit

We expect each enrolled student to complete the program in 3.5 to 4.5 years. All requirements for the MSW degree and the JD degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years.

Withdrawal from One of the Programs

A student electing to withdraw from the coordinated MSW/JD degree program in order to complete one degree but not the other will be required to complete the typical, full program requirements for the remaining degree in order to graduate.

Conferral of Degrees

Commencement ceremonies for the Law School and the Graduate School are separate. Commencement information can be found on The University Registrar’s Office website. Neither degree will be granted until both degrees are earned, except in cases in which a student formally withdraws from the coordinated degree program and continues on to completion of all of the normal requirements for the remaining program.

Social Work Coordinated Degree, MSW/MPH

The University of Alabama School of Social Work in Tuscaloosa and the University of Alabama at Birmingham School of Public Health’s Department of Maternal and Child Health jointly offer an MSW/MPH coordinated degree program designed for people with career goals in community-oriented health services for families and children.

The MSW/MPH coordinated degree requires admission to both programs. Use the links below for program and admission information for each University.

University of Alabama Master of Social Work

University of Alabama at Birmingham School of Public Health

Admission Requirements to the School of Social Work

Regular Admission
An applicant whose credentials meet both of the following minimum requirements may be considered for regular admission:

1. **GPA requirement:** The applicant must have an undergraduate grade point average of 3.0 overall, 3.0 for the last 60 semester hours in a degree program, or 3.0 for a completed graduate degree program.

2. **Entrance exam score requirement:** If the undergraduate grade point average is below a 3.0 for both the overall AND last 60 hours, the School of Social Work requires submission of test scores. The applicant must have a 300 on the GRE test or a score at the 50th percentile on the MAT. Admission test scores must be less than five years old. An applicant who wishes to be nominated by his or her department for a Graduate Council Fellowship is strongly encouraged to submit a score on the Graduate Record Examination (GRE) General Test or entrance examination appropriate to the graduate program of interest.

Please note no academic credit, course waivers, or credit for field practicum shall be granted for life experience or previous work experience.

### International Admission Requirements

#### International Student Admission

International students must meet the Graduate School’s requirements for admission (see above), including the equivalent of a four-year bachelor’s degree from an accredited institution.

**Test Scores:** A student’s whose first language is not English must submit an official score report for the Test of English as a Foreign Language (TOEFL), the Pearson test of English (PTE), or must have earned a degree from an accredited U.S. college or university within the past 3 years.

1. TOEFL minimum score is a 550 on the paper-based test or a 79 on the internet-based test.
2. IELTS minimum score for admission is a 6.5.
3. PTE minimum score for admission is a 59.

**Note:** Scores must be less than two years old at the time of intended initial enrollment at The University of Alabama.

Please note no academic credit, course waivers, or credit for field practicum shall be granted for life experience or previous work experience.

### Program Options: 42 credit hour or 60 credit hour

#### Advanced Standing (42 credit hour)

- Students holding a Bachelor of Social Work degree from a CSWE accredited institution.
- Admission requires a “B” average or better in all professional foundation Social Work courses including field education, with no more than one “C” in upper level Social Work courses.
- Offered Spring and Summer terms only

#### Two Year (60 credit hour)

- Students who hold a bachelor’s degree from a regionally accredited institution.
- Students who do not meet Advanced Standing criteria must apply to the 60 hour program.
- Offered Summer and Fall terms only

Applicants can find more information on program deadlines and application instructions on the School of Social Work website.

### Application Fee

The application fee is $60 for U.S. citizens and permanent residents and $75 for international students. The application fee is waived for the following groups:

1. Veterans and current members of the US military (please send Angela Abrams (ayabrams@ua.edu) your DD 214 or current assignment orders as appropriate).
2. Ronald E. McNair Postbaccalaureate Achievement Program students (please contact Angela Abrams (ayabrams@ua.edu) for more details).
3. University of Alabama undergraduates applying to a graduate program in the same subject area. To qualify for this application fee waiver a student must have no time break between the undergraduate and graduate program and have an overall GPA of 3.0 or greater.
4. Applicants who have previously enrolled in Graduate School at The University of Alabama.

Applicants interested in transferring graduate credit to the MSW program from another institution or graduate program must make a formal request after admission to the program. The request is initiated in the Graduate School with the form for Request for Transfer of Graduate Credit. Please note the School of Social Work allows a maximum of 9 hours of transfer work for the 42 hour program and a maximum of 12 hours of transfer work for the 60 hour program upon approval by the program director.

Applicants can find Application Instructions on the School of Social Work website.

### Social Work, MSW

#### MSW Program

The goal of the master of social work program of the University of Alabama School of Social Work is to educate social workers for advanced practice with an emphasis on public and non-profit social services and on community advocacy. The goal encompasses education for advanced practice in specific types of direct practice and in program assessment and administration, advocacy, and policy and reform roles. The program emphasizes preparation for practice specifically intended to benefit disadvantaged or oppressed people at the state and regional levels, and the program provides opportunities for students to prepare for practice based on this commitment at the national and international levels.

Building on the professional social work foundation, and within a focused area of study, the program prepares graduates

- for advanced social work practice in an area of concentration
- who will provide leadership in planning, administering, delivering, and evaluating social services
- who will advocate for social causes and justice, and work on reform efforts
- who will demonstrate a commitment to practice and service to benefit poor, oppressed, and other socially disadvantaged people, and to work toward the elimination of poverty, oppression, and discrimination
- who value human diversity and display sensitivity to the uniqueness, commonalities, and richness of cultures and their constituents
- who are committed to the values and ethics of social work
- who engage in a continuous process of professional development through systematic inquiry, analysis, reflection, and participation in organized professional educational opportunities
the foundation and the concentration year objectives:

Curriculum
The MSW program is fully accredited by the Council on Social Work Education. The curriculum follows the curriculum policy requirements of the Council on Social Work Education and provides a balanced, integrated approach that includes a professional foundation and a choice of concentrations. The professional foundation curriculum taken the first year consists of coursework in the following:

- Social work practice. This area of the curriculum is designed to provide practice knowledge and competencies in working with individuals, groups, families, communities, and organizations.
- Human behavior and the social environment. This area of the curriculum helps the student to understand the whole person and the process of growth, change, adaptation, social functioning, and dysfunctioning in the environmental context, including family, groups, formal organizations, and communities. Courses in this area cover prenatal stages through the process of aging.
- Social welfare policy and services. This area of the curriculum is designed to help the student identify, appraise, analyze, and understand social change in its dynamic perspectives; the role and responsibility of social work as a profession in influencing social policy; and the delivery of service to individuals and society.
- Research methods. This area of the curriculum is designed to help the student understand social work and related research and the use of research for the improvement of services to individuals, groups, organizations, and communities.
- Field education. This area of the curriculum provides opportunities for students to integrate and apply knowledge, skills, and values in a social work practice context.

MSW Curriculum Themes
The MSW program emphasizes the following five themes underpinning the foundation and the concentration year objectives:

- Life Course Perspective: Social workers understand that the growth and development of individuals, families, groups, organizations and communities are influenced by a range of psychological, social, historical, political and economic factors. The interaction of these factors with life events and life transitions contribute to the subsequent outcomes. This theme also serves as the conceptual framework for the entire MSW curriculum.
- Valuing Diversity: Social workers value and work respectfully with people who are different from themselves.
- Critical and Reflective Thinking: Critical and reflective thinking that challenges assumptions, and that is based on evidence to arrive at creative solutions, is the basis for competent social work practice.
- Evidence-Based Practice: Social workers favor interventions with demonstrated effectiveness. They are prepared to carefully evaluate practice and program outcomes.
- Services to the Poor and Underserved: Alabama’s poor and underserved receive social services primarily from public and non-profit social service agencies. Social workers must be prepared to practice in these contexts and to challenge social injustice.

MSW Program Foundation Objectives
Foundation Year MSW students will demonstrate the ability to:

- Apply critical thinking skills within the context of professional social work practice.
- Understand the value base of the profession and its ethical standards and principles, and practice accordingly.
- Practice without discrimination and with respect, knowledge, and skills related to clients’ age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race religion, sex, and sexual orientation.
- Understand the forms and mechanisms of oppression and discrimination and apply strategies of advocacy and social change that advance social and economic justice.
- Understand and interpret the history of the social work profession and its contemporary structures and issues.
- Apply the knowledge and skills of generalist social work perspective to practice with systems of all sizes.
- Use theoretical frameworks supported by empirical evidence to understand individual development and behavior across the life span and the interactions among individuals and between individual and families, groups, organizations, and communities.
- Analyze, formulate, and influence social policies.
- Evaluate research studies, apply research findings to practice, and evaluate their own practice interventions.
- Use communications skills differentially across client populations, colleagues, and communities.
- Use supervision and consultation appropriate to social work practice.
- Function within the structure of organizations and service delivery systems and seek necessary organizational change.

Concentration Objectives
- In professional social work intervention with children, youth, and their families, or adults
- and their families, students will demonstrate:
  - The ability to analyze the impact of social welfare policies on clients and practice situations.
  - The ability to evaluate their own practice interventions.
  - The ability to analyze the impact of social welfare policies on clients and practice situations.
  - The ability to practice in ways that are culturally and gender appropriate with low income persons and with those who have experienced social and economic injustice.

Degree Requirements
The master of social work (MSW) degree will be awarded to the student who has met the following requirements:

- Successful completion of 60 hours of approved courses including field education or 42 hours for students admitted with advanced standing
- Evidence of the capacity to perform in all aspects of the student’s educational program at a satisfactory and responsible level, as judged by the faculty, and promise of further professional development (see the Master’s Degree Program Student Handbook for further details)
- Students are expected to demonstrate writing proficiency at a graduate level. Writing skills may be evaluated through specialized
assignments in foundation or advanced-standing courses, or through a proficiency examination. The student may be required to attend tutorial sessions until proficiency is demonstrated.

**Time Limit Requirement**

Work toward the MSW degree must be completed within four calendar years from the time the first class is taken.

Additional information concerning transfer of credit, time limit and all other Graduate School degree requirements is in the Degree Requirements section of this catalog.

**Program Requirements**

**First-year Foundation Core Requirements**

The professional foundation year of core courses prepares students to use a range of social work knowledge, methods, and skills to facilitate change within a continuum of client systems, from individual to societal. Field education in the foundation year is generic in focus, exposing students to a wide range of clients and programs.

**First-Year Required Courses**

Note: The timing of first-year foundation courses in may vary slightly depending on the program, but the foundation courses must be completed before second year (concentration year) courses are undertaken.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Fall</th>
<th>SW 500</th>
<th>SW 510</th>
<th>SW 540</th>
<th>SW 541</th>
<th>SW 542</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hours</td>
<td>3 SW 511</td>
<td>3 SW 570</td>
<td>3 SW 534</td>
<td>3 SW 590</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
<td>3</td>
<td>1</td>
<td>9</td>
<td>15</td>
</tr>
</tbody>
</table>

Total Hours: 30

**Two Year Programs**

The School offers a traditional weekday program in Tuscaloosa, a Saturday program in Tuscaloosa that provides students the opportunity to complete first-year classroom coursework on Saturdays, and a primarily online program. The Saturday program offers first-year (foundation-year) courses each year in Tuscaloosa. The primarily online program offers most courses in an online format, with face-to-face practice skills labs required for some classes. The practice labs are offered on weekends in regionally convenient locations in Alabama. The second-year (concentration year) courses are not available on Saturdays. All students are required to complete a 500-clock-hour field education experience in the spring. For all programs, at least 16 hours per week of field education experience must be completed during customary work days and hours (M-F, 8:00am to 6:00pm).

**Advanced-Standing Program**

Students admitted with advanced standing must complete 12 hours of coursework preceding the second year (concentration year) of the MSW program.

**Required Courses—Advanced-Standing Program**

(Spring or Summer Prior to Second Year of MSW Program)

| SW 576 | Intermediate Research | 3 |
| SW 577 | Human Development and Social Systems | 3 |

**Total Hours** 12

**Hong Kong Courses**

The School of Social Work, under contract with Hong Kong Shue Yan University, allows students to complete the first year of the master’s degree program in Hong Kong. All standards and policies of the School of Social Work and the Graduate School, including admissions requirements, apply to students taking these courses.

**Challenge Examinations**

The master of social work program permits admitted MSW students to demonstrate a mastery of specific course content areas by passing a challenge examination. Challenges are permitted in the areas of policy, research, and human behavior. Thus, students in the advanced program may request to challenge SW 576 Intermediate Research, SW 577 Human Development and Social Systems, and/or SW 578 Social Welfare Policy and Delivery Systems. Students in either the Saturday program or the weekday program may request to challenge SW 500 Social Welfare Policy; SW 510 Human Behav Social Envir I; and/or SW 570 Research-Informed Practice. A student who successfully challenges a course will be permitted to take a substitute course in lieu of the required foundation course. The degree-hour requirements remain the same.

**Field Education Placement Procedures**

The major objective in the placement process is to match the student with the field education setting that offers the best potential for promoting the student’s professional development. The School is responsive to personal factors related to location of placements and specific agencies, but it cannot assure an assignment tailored to personal situations. In accepting admission to the School and registering in the MSW program, the student has agreed to accept field education placements assigned by the School of Social Work.

Students who are employees of organizations that meet the School’s criteria for field education agencies and that agree to the School’s requirements may apply to the Field Education Coordinator to arrange a placement with that agency as one of the required field education experiences.

Field education placements are available in the Tuscaloosa area and throughout the state. Students are responsible for arranging transportation and paying any expenses related to field education. Students may not enroll in field education unless they have completed the required courses for the year in which they are enrolled, or unless they are concurrently enrolled in those courses. A student who has a grade of “I” on his or her record will not be allowed to enroll in field education.

A student who is unable to meet minimum standards in field education may be dropped from field education at any time. A student dropped from field education is also discontinued from other courses requiring concurrent enrollment in field education.

**Washington, D.C., Placements**

The MSW program provides the opportunity for students to complete the second-year field education requirement and other specific program requirements in Washington, D.C. These placements offer special opportunities to obtain field education experience not ordinarily available in Alabama.
Second-Year Concentrations

The curriculum stresses specialized knowledge; the ability to understand complex theories, methods, and models of social work practice; and the ability to apply knowledge and skills differentially in the process of selecting alternatives in all levels of practice. The purpose of the second, or concentration, year of the social work curriculum is the preparation of social workers for advanced practice in one of two concentrations: Social Work with Children Adolescents, and their Families or Social Work with Adults and their Families. An emphasis on Program Planning and Administration (PAA) is available with either of the concentrations. The concentration year is built on a liberal arts perspective and professional foundation content, with particular emphasis on populations at risk.

Each concentration includes two required courses, the opportunity for three electives (which can be courses from other concentrations), and a field education placement related to the concentration. Two other courses are required during the second or concentration year: SW 525 Evaluation Research and SW 501 Social Welfare Advanced Policy Analysis. Students have the opportunity, in collaboration with their academic advisors and depending on course availability, to tailor their concentrations to reflect their own preferences. An emphasis in Program and Agency Administration in either concentration requires that students complete:

- a. SW 506 Planning and Program Development,
- b. SW 536 Social Service Program and Agency Administration, and
- c. a field education placement that provides and opportunity to implement the knowledge gained in these two courses.

The School reserves the right to alter the concentration requirements as necessary.

Students are required to take the following concentration year courses:

### Required Courses for All Concentrations

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SW 525</td>
<td>Evaluation Research</td>
<td>3</td>
</tr>
<tr>
<td>SW 501</td>
<td>Social Welfare Advanced Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
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<td>9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

### Required Courses—Social Work with Children, Adolescents, and their Families

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SW 564</td>
<td>SW Practice in Child and Adolescent Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SW 565</td>
<td>Social Work Practice in Child Welfare and Family Services</td>
<td>3</td>
</tr>
<tr>
<td>SW 595</td>
<td>Field Education II</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

### Required Courses—Social Work with Adults and their Families

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SW 532</td>
<td>Social Work Practice with Adults in Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>SW 533</td>
<td>Models and Methods of Gerontological Social Work Practice</td>
<td>3</td>
</tr>
<tr>
<td>SW 595</td>
<td>Field Education II</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

**Total Hours**: 45

### Electives

All students must complete 9 hours of electives. Electives may be taken at any time after admission into the program (i.e., interim term, summer, fall, or spring semesters), if prerequisites are met. Electives may include, if openings exist, required courses from the other concentration. If an emphasis in Program and Agency Administration is desired, two of the three electives must include SW 506 Planning and Program Development and SW 536 Social Service Program and Agency Administration. Electives may also be taken outside of the School of Social Work with advisor approval. Students are encouraged to consult their advisors to plan their academic programs.

### Master's Degrees

The primary purpose of master’s degree programs is to provide students with subject matter at an advanced level in their fields of study. Master’s degrees are designed to assist students either to continue their graduate studies or to meet the goals of their professions. In most cases, master's programs also help students become familiar with methods of independent investigation.

### Program Requirements

Two plans are offered for the master’s degree:

**Plan I.** Candidates for the master's degree under Plan I must earn a minimum of 24 semester hours of credit in coursework plus earn a minimum of 6 additional hours of thesis research hours, for a total of 30 hours.

**Plan II.** Candidates for the master’s degree under Plan II must earn a minimum of 30 semester hours of coursework credit and pass the comprehensive examination or complete a culminating or “capstone experience” as described under the Comprehensive Examinations section below.

Both plans require a minimum of 18 semester hours in the major subject. With the approval of the major department, the remainder of the coursework may be completed in either the major or a related field.

In some divisions and in many departments of the University, candidates are required to do their work under Plan I. Candidates working under Plan II may be required to participate successfully in seminar or problem courses that will give them an acquaintance with the methods of research and an appreciation of the place and function of original investigation in the field.

### Residency Requirements

A student’s program at the master’s level must provide sufficient association with the resident faculty to permit individual evaluation of the student’s capabilities and achievements.

### Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration.

### Graduate Credit for Noncredit Experiences

All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. The UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience, and so forth.

### Transfer of Credit

Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a master's degree program. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.
Acceptance of credit requires the approval of the student’s advisory committee and the dean of the Graduate School. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on all graduate work attempted. Only courses in which a student earned a “B” grade or better may be transferred.

In some cases, foreign educational credentials may not meet the Graduate School’s criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

A student initiates at the Graduate School’s website a Request for Transfer of Graduate Credit earned at another institution. It is also the student’s responsibility to assure that the Graduate School receives an official transcript of the credit requested for transfer, well in advance of the final semester.

With the approval of the student’s department and the dean of the Graduate School, the greater of 12 hours or 25 percent of the required coursework for a master’s degree may be transferred from another institution. All credit toward the master’s degree, including transfer credit, must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the master’s degree is to be awarded. Revalidation (recertification) of graduate credits that will be more than 18 semesters old at the time of UA master’s program completion is not an option.

Please note that some departments allow fewer than 12 hours of graduate transfer credit. Be sure to check with your department’s graduate coordinator regarding your department’s transfer policy.

**400-Level Courses**

A maximum of 6 semester hours of 400-level course credit may be accepted for a master’s degree program, but only if a form for Approval of 400-Level Course Work for Master’s Credit is approved by the Graduate School prior to the semester in which the 400-level coursework will be taken.

**Time Limit**

All requirements for the master’s degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master’s students.

**Admission to Candidacy**

During the 2013-2014 academic year, the Graduate Council eliminated the master’s candidacy requirement. Departments may monitor master’s candidacy if they wish, but the Graduate School does not monitor it and will not accept master’s candidacy forms. Doctoral candidacy is not affected and remains an important doctoral program requirement.

**Thesis**

A thesis evidencing research capacity, independent thought, and the ability to interpret materials is required of all master’s degree candidates who pursue Plan I. The subject chosen must be in the major field and must be approved by the graduate committee of the major department or school and by the head of the student’s major department or division.

The final oral thesis defense is the culminating experience in the master’s program. As such, all members of the thesis committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

**Article Style vs. Journal Format**

**Article Style.**

At the doctoral level, “article-style dissertations” are unified works that include several distinct but related studies of research or creative activity, each of which is of publishable quality. The University does not permit an “article-style thesis” to be presented for a master’s degree.

**Journal Format.**

A “journal-format thesis” is acceptable. Such a thesis follows the format of a particular journal in which the student and advisor want the thesis to be published. To prepare a journal-format thesis, the student uses the journal’s “information for authors” or similarly titled guidelines in conjunction with the Graduate School’s Student Guide to Preparing Electronic Theses and Dissertations.

A thesis committee must consist of at least three members appointed by the dean of the Graduate School. A form for Appointment or Change of Master’s Thesis Committee is used to request that the graduate dean appoint a thesis committee. The request normally is made as soon as the successful defense of the thesis proposal has been completed. All members of a thesis committee must be members of the Graduate Faculty. The Committee Chair must be a full or associate member of the Graduate Faculty. One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s thesis committee. Unless there are extraordinary circumstances meriting approval by the graduate dean before the final oral defense of the thesis, all members of the thesis committee must attend the defense.

The candidate must give members of the examining committee a minimum of two weeks to read the thesis before the date of the final oral examination. A final oral examination is required of all students completing a thesis. All members of the thesis committee must be members of the UA graduate faculty and must attend the final oral examination unless there are extraordinary circumstances warranting the graduate dean’s approval of the absence prior to the defense meeting.

As of August 15, 2009, all theses are submitted electronically rather than on paper. See the graduate school’s homepage for a link to information on Electronic Theses and Dissertations (ETD) for details.

Theses must comply with the regulations set out in A Student Guide to Preparing Electronic Theses and Dissertations, available on the Graduate School’s website. Approval of the thesis by the graduate dean is necessary before graduation.

The thesis should be completed, if possible, while the student is in residence at the University. To request permission to complete a thesis in absentia, the student must, before leaving the University, submit a satisfactory outline of the thesis, as well as evidence that adequate facilities are available where the work will be done, to the head of the student’s major department.

**Protection of Human Subjects for Research**

Scientific research involving human subjects has produced substantial benefits for society, but it also can pose troubling ethical questions. The mission of the University’s Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review
and approval to use human subjects in research precede the research. In the case of thesis research that involves the use of human subjects in any way, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research.

**Comprehensive Examinations**

In addition to the regular course examinations, a final comprehensive examination representing a “culminating” or “capstone” experience for a degree is required of all candidates for the master’s degree (except for those candidates pursuing the master of accountancy, the master of business administration, the master of library and information studies, the master of social work, and the master of tax accounting). The comprehensive examination is a culminating experience in which the student is expected to integrate prior learning. Each department, with approval of the Graduate Council, determines the most appropriate format. The various exams may consist of one or more of the following:

- a written and/or oral examination based on the content of the degree program;
- a thesis and final oral defense;
- a course requiring interpretation and integration of information from previous courses;
- a research paper, a “policy and practice” paper, or equivalent experience;
- a public performance or exhibition along with a contextualizing paper; and/or
- a practicum or internship.

If the comprehensive exam requirement is met with option 1 and/or 2 above, then the examining committee for comprehensive examinations must consist of at least three members of the graduate faculty from that department and appointed by the dean of the Graduate School. The examination must be given at least six weeks before the date of graduation (two weeks before for Plan II) and reported promptly to the dean of the Graduate School on appropriate forms. A final report, on the Master’s/EdS Examination Form is on the Graduate School website. The form should be submitted when all examinations are completed. A student may take the final oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

**Application for Graduation**

Each candidate for a master’s degree must apply for graduation through myBama no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed.

**Second Master’s Degree**

Six (6) semester hours of eligible credit from one master’s degree at The University of Alabama may be applied to the requirements for a second master’s degree, but only if the department of the second master’s agrees to the courses in the plan of study. Any hours from the previous master’s degree must have been earned during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the second degree is to be awarded. ***Please note that if a student double counts six hours between two master’s degrees, no hours may double count toward any additional master’s degrees.

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**Social Work, Ph.D.**

**Admission Requirements**

**Graduate School Admission Requirements**

The Graduate School determines eligibility for regular or conditional admission, primarily on the basis of standardized test scores and previous academic record. Successful applicants must meet the minimum admission requirements of the Graduate School, which follow.

- a grade point average (GPA) of at least 3.0 on a 4.0 scale (overall) or a GPA of at least 3.0 for the last 60 hours of the previous degree program, or 3.0 for a completed graduate degree program.
- an acceptable score on an appropriate entrance examination as set by the department or school.

An applicant may be considered for conditional admission if he or she has a GPA of 2.5 overall and an acceptable score on the appropriate admission examination, or a GPA of 3.0 and less than the minimum score on the admission examination.

See the Admission Criteria section of this catalog for more information.

**PhD Program Admission Requirements**

Once the application is complete, it is sent to the PhD program office in the School of Social Work for evaluation. Listed below are the requirements for unconditional admission to the social work PhD program.

- a minimum composite score of 1000 on the Graduate Record Examination (GRE) general test verbal and quantitative sections. In addition, the faculty will consider the score on the analytical writing section of the GRE together with the essay submitted to the School of Social Work as part of the application to the PhD program. Applicants from non-English-speaking countries must submit evidence of English language proficiency by means of a Test of English as a Foreign Language (TOEFL) score of at least 550, or 79 on the internet-based TOEFL, or a score of at least 6.5 on the International English Language Testing System (IELTS).
- letters from three references, one of whom must be an experienced social worker with firsthand knowledge of the applicant’s capability and one of whom must be a former university instructor who has personal knowledge of the applicant’s intellectual and scholarly abilities. If the applicant has earned the MSW degree, at least one letter must be from a former instructor in the applicant’s MSW program.
- a statement of purpose indicating the reasons the applicant wishes to pursue a doctoral degree in social work and indicating the applicant’s research interests.
- evidence of scholarly ability, supported by evidence the applicant supplies (e.g., a paper published in a journal or presented at a conference or workshop, a design of a service program or a research proposal, and/or a course syllabus written by the applicant).

An Admissions Committee composed of members of the PhD Program Committee reviews application materials and a recommendation is made to the Graduate School, which formally notifies the applicant of the admission decision. Applicants seeking admission to the program who do not meet the above requirements are considered on an individual basis. If an applicant desires such consideration, he or she should file all application materials as directed above. In addition to the materials required of all students, he or she should file, along with the School of Social Work application form, a petition for exemption from one or more requirements. The petition should state the requirement from
which exemption is sought and should provide information supporting the petition. After the file is complete and referred to the PhD program by the Graduate School, the applicant may be invited to schedule an interview with the program chair or other member of the admissions committee, in order to assess individually the applicant’s qualifications for doctoral studies in social work. A summary of this interview and the petition for an exception will be made available to the Admissions Committee for consideration prior to its decision regarding an admissions recommendation.

If seeking exemption from the requirements, the applicant should be aware that he or she may be required to register for courses other than the standard curriculum, including courses at the MSW level. The amount and type of such work may be decided by the Admissions Committee before admission and/or by the applicant’s academic advisor after admission.

Additional Program Admission Requirements
In addition to the above program admission requirements, it is recommended that the applicant also possess the following:

- a master’s degree in social work from a program accredited by the Council on Social Work Education (CSWE) at the time of graduation.
- a minimum of two years of full-time employment (or its equivalent) in social work after earning the master’s degree.

Many schools of social work require the MSW degree and at least two years of post-MSW practice experience for admission to the doctoral program in social work. In this program, they are highly recommended but not required. There are advantages to having the MSW and practice experience prior to matriculation in a PhD program. Students may be able to transfer up to 12 hours of MSW coursework into the PhD program, subject to Graduate School policies on transfer of credit. In addition, students with the MSW and practice experience will have more context in which to interpret the content of social work core courses. Finally, the BSW or MSW and practice experience will permit the applicant, under current CSWE accreditation standards, to engage in the full range of teaching and advising assignments at accredited schools of social work. Thus, the applicant will have a competitive advantage in the job market over someone who does not have the BSW or MSW and post-MSW practice experience.

Applicants admitted without the MSW must earn an MSW prior to receiving their Ph.D. It is the responsibility of such students to work with their academic advisor through this process.

Concurrent Enrollment in the MSW and PhD Degrees Programs
The University of Alabama School of Social Work offers an MSW/PhD concurrent program for individuals who hold, or are candidates for, bachelor’s degrees who have strong interest in research careers in social work. These individuals may be admitted simultaneously to the MSW and PhD programs and work on both degrees concurrently. Those admitted to the concurrent program will complete all current requirements for the PhD degree. Specific required PhD coursework will be applied to specific MSW degree requirements, reducing the number of semester hours required for the MSW and PhD degrees by 18 hours. The MSW degree will be awarded when all requirements for the MSW completed, and the student will continue to work on the PhD requirements.

Successful applicants must meet the minimum admission requirements of the Graduate School and The School of Social Work MSW and PhD Programs.

Inquiries concerning the program or application may be made to the following address: The University of Alabama School of Social Work, Doctoral Program, Box 870314, Tuscaloosa, AL 35487-0314.

PhD Program
The purpose of this program is to prepare persons who hold the master’s degree in social work, or a related discipline or profession, for scholarly roles by advancing their knowledge and increasing their skills in theory-building, research methods, and the critical evaluation of social work policies and practice.

The doctoral program builds on a base of professional knowledge and practice in social work. It provides all students with advanced knowledge of research, social policy, and practice. In addition to a grounding in research methods, the program offers students the opportunity to develop a comprehensive understanding of a selected area of concentration and, through the dissertation, contribute to knowledge development in that area. To supplement this concentration area, students select a minor area in a single academic discipline or develop a comprehensive interdisciplinary minor. As soon as they enter the program, students are assigned to a PhD faculty advisor for program planning and guidance.

The program is notable among social work doctoral programs for the range and depth of its research foundation courses and electives. Exceptional opportunities are available for students interested in research in mental health, aging, and child welfare. There are opportunities for overseas experience as well as for collaboration with the Center for Mental Health and Aging, the Institute for Rural Health Research, the Institute for Social Science Research, the Program for Rural Services and Research, and the Youth Services Institute, with other colleges and departments of the University; and with various units of The University of Alabama at Birmingham (UAB).

Time Limit
All doctoral degree requirements must be completed in the 7 years (21 consecutive fall, spring and summer semesters) after admission.

Obtaining Information
Inquiries about the program and requests for application materials should be made to: The University of Alabama School of Social Work, PhD Program Office, Box 870314, Tuscaloosa, AL 35487-0314; telephone (205) 348-9785; fax (205) 348-9419.

Financial Aid
Some financial aid is available from the School of Social Work, including graduate assistantships and the Ben Avis Orcutt and Leslie J. Shellhase endowed scholarships, which are administered by the PhD program. For information on financial aid from other sources, visit the Financial Aid website.

Financial aid commonly takes the form of graduate teaching or research assistantships, special grants or fellowships, student loans, work-study, and/or part-time employment in a local social agency.

PhD Degree Requirements
A doctoral Plan of Study must be submitted to the Graduate School by the time the student completes 30 hours of UA credits and/or transfer credits for the doctorate. In the Social Work PhD Program, 53 hours of regular course work are required, not counting the statistics requirement. Typically, students who have completed the MSW will take 41 hours of course work and be given credit for up to 12 hours for the MSW degree. This total of 53 hours does not include the work to satisfy the statistical
proficiency requirement or the student’s dissertation hours. Specific requirements of the doctor of philosophy in social work degree program are as follows:

- Thirty-one semester hours of core social work courses, including a one-credit seminar, five courses in substantive areas and six courses in research methodology (credit for prior graduate work may be granted, based on the student’s own particular program of study and research; consult the program chairperson for details).
- Twelve semester hours in a minor field taken from one or more areas outside the School.
- A statistical research competency demonstrated by successful completion of a research sequence of courses chosen from the following:

**Educational Research Sequence**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BER 540</td>
<td>Statistical Methods in Educ.</td>
<td>3</td>
</tr>
<tr>
<td>BER 545</td>
<td>Analy Variance in Educ.</td>
<td>3</td>
</tr>
<tr>
<td>BER 546</td>
<td>Regression Methods in Ed</td>
<td>3</td>
</tr>
</tbody>
</table>

**Political Science Sequence**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSC 522</td>
<td>Quant Methods PSC I</td>
<td>3</td>
</tr>
<tr>
<td>&amp; PSC 621</td>
<td>and Quant Meth In Psc II</td>
<td>3</td>
</tr>
</tbody>
</table>

**College of Community Health Sciences Sequence**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHS 525</td>
<td>Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>&amp; CHS 627</td>
<td>and Multivar Meth Hlt Stats</td>
<td>3</td>
</tr>
</tbody>
</table>

Alternatives may be approved.

- A dissertation showing the student’s ability to conduct independent research that adds to the knowledge of the profession (includes a minimum of 24 hours of dissertation credit).
- Completion of all courses with a grade point average of 3.0 (“B”) or better.

These requirements are minimum standards. Additional work may be required, depending on the student’s preparation and career interests. Doctoral study must be completed within seven years.

**Residency Requirements**

The minimum period in which the PhD degree can be earned is three academic years of full-time graduate study (or the equivalent in a set of shorter segments). Both the fall and spring semesters of either the second or third academic year of study must be spent in continuous residence as a full-time student (as an alternative, the full-time residence may be completed by full-time enrollment during a summer session, including both summer terms, preceded or followed by a regular semester). Full-time residence study is defined as an academic load of 9 semester hours or more during a period when the student’s principal activity is academic work.

**Admission to Candidacy.**

A department-approved Admission to Candidacy for the Doctoral Degree form is submitted to the Graduate School as soon as possible after passing the comprehensive (preliminary) examination.

Additional information on Plan of Study, Residency, Admission to Candidacy, and all other degree requirements is in the Degree Requirements section of this catalog.

**Doctoral Degrees**

The University offers several types of doctorates, each of which is described below.

The doctor of philosophy (PhD) degree is regarded as the researcher’s degree. Program requirements include the acquisition of special skills for conducting independent, scholarly research of publishable quality. Requirements traditionally include a working knowledge of one or more foreign languages, but currently a number of foreign-language alternatives have been approved by departments. Through acquisition of these skills, PhD candidates demonstrate their potential for careers as independent, publishing scholars. Refer to departmental sections of this Catalog for details on foreign-language requirements or alternatives.

The minimum period in which a doctoral degree can be earned is three full academic years of graduate study after completion of a baccalaureate degree, although in most disciplines the period is longer. Graduate teaching assistants (GTA) or graduate research assistants (GRA) whose work assignments are 10 hours per week (i.e. the equivalent of 3 semester hours) or more should expect to take more than the minimum period of 3 academic years to earn a doctoral degree. The only exception to the 3-year minimum is the practice-focused DNP.

**Doctor of Philosophy Degree**

The doctor of philosophy degree is granted on the basis of scholarly proficiency, distinctive achievement in a special field, and capacity for independent, original investigation. The first two criteria are tested in coursework and a comprehensive examination, the last in a dissertation in which the student must present clearly and effectively the results of substantial research. A combination of these accomplishments, rather than the mere accumulation of residence and course credits, is the essential consideration in awarding the PhD degree. The PhD differs from the EdD in a number of ways, including the fact that the PhD Plan of Study and comprehensive examination demonstrate a higher-level research focus, and there is a greater number of dissertation hours and higher level of complexity and independent thought in a PhD-level dissertation.

**Field of specialization**

A defined field of specialization is required of all candidates for the doctor of philosophy degree. A minimum of 48 semester hours of non-dissertation course credit is required. Candidates should consult their departments or the appropriate section of this Catalog for additional requirements. The doctoral course as a whole must be unified, and all its parts must contribute to an organized program of study and research. In addition, a student must complete a minimum of 24 hours of dissertation research.

**Research skill/language requirements**

There is no University-wide foreign language/research skill requirement for doctoral students; each college or department offering the PhD degree may set its own requirements. This policy reaffirms the importance of research skills and foreign languages in the highest academic degree granted by American universities, but it also recognizes that the departments offering the degrees are in the best position to determine the number and nature of such requirements in the interests of their students. For further information about PhD foreign language/research skill requirements, students may contact their departments or the Graduate School office (205-348-5921).

**Interdisciplinary Studies**

There is a PhD degree program in interdisciplinary studies, and it is administered by the Graduate School. In addition to the general requirements for the PhD degree, the program of study and the supervisory committee for the prospective interdisciplinary studies degree candidate must be approved by the dean of the Graduate School before the student is admitted to the program. See Interdisciplinary
Doctor of Education Degree

A minimum of two years of graduate study beyond the master’s degree is required for the completion of the EdD program. The student is required to complete 60 semester hours in approved graduate courses beyond the master’s degree, or 90 semester hours of approved graduate courses, and to defend a dissertation. The student must complete a minimum of 12 hours of dissertation research. In the College of Education (p. 321) section of the Graduate Catalog, there are specific regulations governing the EdD program.

Doctor of Musical Arts Degree

The DMA degree requires a minimum of 48 semester hours beyond the master of music degree, plus recitals and other examinations as determined by faculty of the School of Music. Specific requirements for each major area are outlined in the School of Music (p. 271) section of the Graduate Catalog.

Doctor of Nursing Practice

The Doctor of Nursing Practice (DNP) (p. 62) is a joint program offered by the University of Alabama in Huntsville College of Nursing (UAHCON), the University of Alabama at Birmingham School of Nursing (UABSON), and The University of Alabama Capstone College of Nursing (UACCCN).

Admission to Doctoral Degree Programs

Admission to any doctoral program is limited to students whose scholastic records show distinct promise of success in doctoral study. Admission to the Graduate School and the earning of a master’s degree from The University of Alabama does not guarantee acceptance into a doctoral program. Students in doubt about their acceptance into doctoral programs should consult with departmental advisers and the Graduate School, which makes the final decision about admission. A department may terminate a student’s doctoral admission if there is documented unsatisfactory academic or other progress toward completion of the degree.

Residency Requirements

The intent of the residency requirement is to ensure that doctoral students contribute to and benefit from the complete spectrum of educational, professional, and enrichment opportunities provided at The University of Alabama. Though not all-inclusive, the list below shows some of the primary reasons why best practices in U.S. graduate education and the graduate faculty on the UA Graduate Council have determined that a substantial residency experience must be included in a doctoral program:

- provide significant interaction between the student and the various UA graduate faculty in the student's discipline
- provide ample opportunities for student exposure to and engagement with cognate disciplines and research scholars working in those disciplines
- provide significant opportunities for face-to-face peer interaction between and among graduate students in the student’s discipline and in other disciplines
- provide the opportunity for a mentor-apprentice relationship between the student and graduate faculty, as well as adequate time for in-depth and direct faculty evaluation of the student

There are two possible methods for meeting doctoral residency. The traditional method is the method of choice by the majority of UA departments. There also is an alternative method available, but only for doctoral students in specific departments or programs that have submitted a proposal for an alternative and had the faculty of the Graduate Council evaluate and approve the alternative. (Those departments and programs are in a bulleted list in the last paragraph of this section of the catalog).

Traditional Doctoral Residency

The residency requirement is that the student must spend an academic year in continuous residence on the campus of The University of Alabama as a full-time student in the Graduate School. Any one of the following 4 methods can be used to meet traditional residency:

- a full-time fall semester plus full-time enrollment the next spring
- a full-time summer (consisting of 9 or more graduate hours in the 13 weeks from Interim through the end of Summer II) plus the following full-time fall semester
- a full-time spring semester plus the next full-time summer semester as defined above
- a full-time spring semester plus the following full-time fall semester

To meet this requirement, only graduate-level, non-dissertation coursework can be applied. Dissertation or thesis research cannot be used. The Graduate Council, consisting of representatives of the UA graduate faculty, has established a policy that distance learning courses delivered online or by any other distance learning format may not be used to satisfy the traditional doctoral residency requirement.

As mentioned earlier, the majority of UA departments follow traditional residency as described above and do not permit any distance learning hours to be used to meet residency.

Alternative Doctoral Residency

For many years there has been an alternative for EdD students at the Gadsden Center. See the College of Education section of this Catalog for details.

For other doctoral students, in 2008 the Graduate School worked closely with the Graduate Council so that a department could apply for approval of an Alternative Doctoral Residency (ADR) option for its doctoral students. There is a brief ADR proposal template (available from the Graduate School) for departments to use to propose an ADR option for their department. It includes such things as demonstrating that the proposed ADR will assure that ADR doctoral students meet 5 "value constructs" that underpin doctoral education as well as do other students in the department who earn doctoral residency by the traditional method.

When a department or program receives Graduate Council approval to offer an ADR, the ADR provides a second possible way for students in that department or program to meet the residency requirement. The approved ADR does not replace the traditional residency option, which is still available to students who choose it. Whether the student meets doctoral residency through the traditional method or an approved ADR method, dissertation (699) hours may not be used; only non-dissertation graduate hours may be used to satisfy the doctoral residency requirement.

In the specific departments or programs that have received Graduate Council approval to offer an ADR, students choosing the ADR option may be able to include up to a certain number of distance learning hours. The specific number is what was approved in the ADR proposal for that
Graduate Credit
A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisers prior to registration.

Graduate Credit for Noncredit Experiences
All course credit used toward a UA graduate degree must be taught at the graduate level. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of graduate faculty of The University of Alabama. UA does not offer graduate credit for noncredit workshops, seminars, continuing education experiences, professional development, internships, work/life experience and so forth.

Transfer of Credit
Graduate credit earned in the field of the doctoral degree from a regionally accredited institution in which the student was enrolled in the graduate school of that university may be considered for transfer and applied towards the requirements for a doctoral degree if approved by the department and the Graduate School. Evaluation of credit for transfer will not be made until after the student has enrolled in the Graduate School of The University of Alabama.

In some cases, foreign educational credentials may not meet the Graduate School's criteria for transfer of credit. It may be necessary for students in this situation to secure an evaluation of their credentials from World Education Services Inc. (WES), an external foreign credential evaluation service. Additional information on their services can be found at their website.

There are two options for possible transfer of graduate credit at the doctoral level.

1. All doctoral programs: Up to one-half of the required coursework (exclusive of dissertation research hours) for a doctoral degree may be transferred from another institution if the credit was in-field and was earned during the six-year period (18 fall, spring and summer semesters) preceding the semester of admission to the UA doctoral program. Revalidation (recertification) of credits more than 18 semesters old at the time of admission to a doctoral program is not an option. Only courses in which a student earned a "B" grade or better may be transferred. The student must have attained an overall graduate GPA of "B" or better on all graduate work attempted. Under this option, a Request for Transfer of Graduate Credit form must be submitted to and approved by the Graduate School.

2. PhD Programs Only: A student holding an earned, in-field master's degree and working in the field or a related field since earning the degree may request approval for up to 24 hours of credit to be applied to the PhD. To do this, the student must have earned at least a "B" overall graduate GPA from the awarding institution. If approved for transfer, these hours would count toward the minimum 48 coursework hours required for the PhD degree. For departments participating in this program, the use of this option must be indicated on the Plan of Study.

To participate in Option 2, the Plan of Study must be submitted during the first semester of enrollment. If any coursework from the in-field or related-field master's degree was earned more than six years prior to the date of admission, the graduate program director or department head/chair must submit to the Graduate School for evaluation a Field-Related Employment Since Earning Master's Degree form with the student's CV and a PhD Plan of Study.

Consideration of transfer of credit or the acceptance of an earned master's degree as credit toward a PhD program is subject to a final decision by the Graduate School. In either case the student must ensure that the Graduate School has an official transcript of all credit involved. This will ensure that the student and advisor are fully aware of course hours needed when submitting the required Plan of Study, which must be submitted by the time the student completes 30 hours of transfer plus UA coursework. Planning to transfer courses in the penultimate semester or the final semester typically will delay graduation.

Please note that some departments allow fewer than 24 hours of graduate transfer credit. Be sure to check with your department's graduate coordinator regarding your department's transfer policy.

Each department wanting its doctoral students to be able to choose Option 2 needs to "opt in" to this option by informing the graduate dean in writing that they wish to be among the approved departments.

Time Limits
All requirements for the doctoral degree must be completed within seven years (21 fall, spring, and summer semesters) following admission to the doctoral program, with the following specific exceptions approved by the Graduate Council: psychology, modern languages and classics, English and political science (eight years if entering the doctoral program with a baccalaureate, not master's, degree), and eight years from the time of first registration in PhD courses for students dually enrolled in the PhD program in political science and the JD program.

Previous graduate credit may be applied to the doctoral degree if the credit was earned during the six-year period (not seven years) prior to admission to the doctoral program or accepted by the Graduate School as part of Option 2. Such credit must be identified clearly on the Outline of PhD Program (Plan of Study) and requires Graduate School approval. Only those students graduating within the time limit for their doctoral program may apply previously approved graduate credit to the doctoral degree. Revalidation (recertification) of any expired course credit is not an option.

Time Limits Extension Request
Only under compelling circumstances beyond the student's control a student may petition for a one-semester extension to the seven-year time limit (or eight-year time limit for the selected programs noted above). The Graduate Council approved the following steps to request an extension:

- To begin the process, the student petitions the department head. In the petition the student
  a. describes the compelling circumstances,
  b. briefly describes the current status of the dissertation, then
  c. includes a timeline showing each important remaining step in the completion of the dissertation. The last step and date in the timeline are submission of the successfully defended
dissertation on or before the published final date for submission of dissertations for the requested extension semester.

- If the department head supports the petition, it is forwarded to the college dean.
- If the college dean supports the petition, it is sent to the graduate dean.
- If the graduate dean or his designee approves the extension, it will not require the student to validate any out-of-date UA or transfer courses previously approved for the plan of study.
- If a student fails to complete all degree requirements within the time limit for the student's doctoral program or within a one-semester extension approved as noted above, the student will be dropped (suspended) from the doctoral program. To complete a doctoral degree, the student would have to reapply for admission and be admitted by the department and Graduate School. Graduate Council policies do not provide the option for a student failing to complete within the time limit to revalidate (recertify) either UA or transfer courses completed more than six years prior to the date of admission. Thus, a readmitted student would be able to apply to the new admission only those courses approved by the department and Graduate School and completed within the six years (18 fall, spring, and summer semesters) prior to the new admission.

Repeating Courses When Given an Extension

When requests are made for extensions of the doctoral time limits, and it is deemed that an out-of-date course is integral to the degree program, the college dean may request permission of the Graduate School for such a course to be repeated. In this case, both grades are used in calculation of the GPA.

Plan of Study

Early in the graduate program, each student must confer with the appropriate departmental adviser or major professor to select courses, discuss when and by which method the doctoral residency requirement will be completed, discuss research interests, and so forth. Then a Plan of Study must be prepared and submitted to the Graduate School.

The PhD Plan of Study and DMA Plan of Study are available at the Graduate School website. The Plan of Study for other doctoral programs (EdD, DNP) are available from the student's department, college or school. All doctoral students must have a completed Plan of Study approved by the Graduate School no later than the semester during which the student will complete 30 semester hours of UA and/or transfer credit toward the doctoral degree. Otherwise, a “hold” may be placed on future registrations.

An amended Plan of Study (if needed) must be submitted to the Graduate School when the student submits the form for Admission to Candidacy for Doctoral Degree.

Preliminary or Comprehensive Examination

A preliminary or comprehensive qualifying examination is required of all doctoral candidates. This examination is given after

- any foreign language/research skill requirements are met (PhD students only);
- two full years of graduate study are completed; and
- the supervisory committee deems the student to have adequate preparation in the major and minor fields of study.

The examination is conducted by the student’s supervisory committee or other committee established in the program area. Whereas one of the purposes of the preliminary examination is to determine the student’s research competence to begin work on a dissertation, the examination should be completed at least nine months before the degree is to be awarded. A student may take the oral or written examination only twice. Failing the examination twice results in dismissal from the degree program and the Graduate School.

Admission to Candidacy

The requirements for advancing to candidacy include passing the qualifying (major or preliminary) examination; completion of all coursework as listed on the approved program of study; receiving departmental approval of the dissertation subject (although some departments require the defense of a dissertation proposal and/or writing one or more preliminary sections of the dissertation as well); and having the committee recommend the student for Admission to Candidacy for the Doctoral Degree. The completed candidacy form is submitted to the Graduate School well in advance of the final semester.

Continuous Dissertation or Document Registration

Once a student has met the requirements for admission to candidacy, received approval for the dissertation research proposal, or initiated enrollment in 699 (dissertation research for a doctoral degree), the student must pursue completion of the dissertation without interruption by enrolling each fall and spring semester of the academic year for at least 3 hours of dissertation research. Summer enrollment for 699 Dissertation Research is expected if the student is working on the dissertation and using any University facilities or resources, including faculty time, but the only time summer registration is required for dissertation research (3 hours minimum) is when a doctoral student is graduating in August or defending the dissertation during the summer semester. This is true whether or not the student has formally submitted an Application for Admission to Candidacy.

Each PhD student must have completed a minimum of 24 hours of such dissertation work upon completion of the degree. The amount of dissertation research for which a student enrolls in any given semester should be commensurate with the progress a student is expected to make on the dissertation, as well as reflective of the extent to which University facilities and faculty time are invested in the proposed activities.

Dissertation Proposal

The dissertation proposal aims to show the appropriateness, manageability and significance of the projected research. The student formally presents the written proposal to the dissertation committee and defends it in a meeting with the committee. The proposal normally includes an introduction giving an overview and stating the significance of the proposed research, review of the literature, and methodology. Departments determine the details of the dissertation proposal’s format with respect to such things as the length of the introduction and detail of the review of the literature.

Once the student and dissertation chair have developed a proposal, and the graduate dean has approved the dissertation committee, the student schedules the dissertation proposal meeting that includes all committee members. The student cannot propose a dissertation and have its final defense in the same semester.

Dissertation

A dissertation showing the ability to conduct independent research and skill in organization, writing and presentation must be prepared on a topic in the major field. It must constitute an original contribution to knowledge. Early in the process, the subject of the dissertation must
be approved by the dissertation committee of the major department or division and by the dean of the Graduate School.

A dissertation committee, with the director of the dissertation as its chairperson, supervises the preparation of the dissertation. The committee shall have no fewer than five members, all of whom are appointed by the dean of the Graduate School. The graduate dean’s approval of the proposed dissertation committee is expected to be obtained before significant progress is made on the dissertation—typically just before or just after the dissertation proposal meeting. For this purpose, the student submits the form for Appointment/Change of a Doctoral Dissertation Committee.

All members of a dissertation committee must be members of the UA Graduate Faculty. The committee chair must be a full member of the Graduate Faculty, as described in the Catalog’s section on Qualifications of the Graduate Faculty (p. 29). One member must be from outside the student’s major department. If the outside member is not a full or associate member of the UA Graduate Faculty (e.g., a highly qualified person from another university, a business or industry), the graduate dean needs to appoint that member by approving Temporary Graduate Faculty status for the specific purpose of serving on the student’s dissertation committee.

The final oral dissertation defense is the culminating experience in the doctoral program. As such, all members of the dissertation committee are expected to attend and participate in real time. Virtual attendance via interactive video or teleconference is permitted for off-campus external committee members, but Tuscaloosa campus faculty should attend in person unless extraordinary circumstances dictate the need for virtual attendance.

The dissertation must comply with the regulations in A Student Guide to Preparing Electronic Theses and Dissertations. Graduate School deadlines, including each semester’s dissertation deadline, are available at the Graduate School’s homepage. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

The Catalog section on Continuous Dissertation Registration for Doctoral Students states that once a student qualifies for doctoral candidacy, the student must enroll each semester for at least 3 hours of dissertation (699) research. If certain conditions are met for the student’s final semester, the student may qualify to enroll for fewer than 3 hours of 699 dissertation research. A zero-hour or one-hour 699 registration is permitted only in the final semester. This exception applies only to students who registered for at least 3 hours of dissertation (699) research in the preceding semester and only under the conditions described in the table below:

### Final-Semester Dissertation (699) Minimum Registration Hours

<table>
<thead>
<tr>
<th>When was the <em>completed</em> electronic dissertation submitted to ProQuest/the Graduate School?</th>
<th>Minimum hours of 699 registration required in the final semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>By 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester (date published in the “University Academic Calendar”)</td>
<td>0</td>
</tr>
</tbody>
</table>

After 4:45 p.m. on the last-possible day for instructors to post grades for the semester before the student’s final semester, but before 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (both dates published in the University Academic Calendar)

After 4:45 p.m. on the last-possible day to register or add a course for the student’s final semester (date published in the University Academic Calendar)

"Completed" means submitted at ProQuest after being successfully defended; being carefully edited following the defense meeting; and having the Committee Acceptance Form (CAF) signed by all committee members, department chairperson and graduate dean. At the time of ProQuest submission, the student also must submit the Survey of Earned Doctorates through the NORC website.

1. International students on F-1 or J-1 student visas are not permitted to use the zero-credit hour exception above as the basis of maintaining minimum enrollment requirements as active students. Please see “USCIS” section under “Minimum Hours–Other Policies and Regulatory Bodies” on page 3 of this policy.

2. The University Calendar is available at the Academics tab of the website of the University Registrar.

### Article-Style Dissertations

This approach is intended for doctoral students whose dissertation will consist of a number of related manuscripts or articles that represent independent research or creative activity. It is an option available only to students in certain fields in which the faculty have received Graduate Council approval from the Graduate Council. A complete list of these fields is below:

- Accountancy
- Aerospace Engineering and Mechanics
- Applied Statistics
- Biological Sciences
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Economics
- Education (all departments)
- Electrical and Computer Engineering
- Finance
- Geological Sciences
- Health Education and Promotion
- Management
- Management Science
- Marketing
- Mechanical Engineering
- Metallurgical and Materials Engineering
- Physics
- Psychology
Article-style dissertations must be based upon research completed while the student is enrolled at The University of Alabama. For each article used, the student must be the first author, or equivalent, as defined by the discipline.

As with traditional dissertations, the article-style dissertation must be the student's original idea. It must be a unified work and include a sequence of articles of publishable quality around a cohesive theme, with a comprehensive review of literature demonstrating an in-depth understanding of the unifying framework.

- In article-style dissertations there will be introductory material to describe the studies, show how they are related, and explain their significance;
- connecting language to bridge each study to the next; and
- a summary making clear the importance of the studies, integrating the major findings, and discussing the implications for the overall topic.

These components do not have to be separate sections or chapters. They may be parts of the manuscripts or may be accomplished in an abstract.

All parts of both traditional and article-style dissertations must conform to the provisions set forth in A Student Guide to Preparing Electronic Theses and Dissertations, except when the circumstances of a specific project or discipline's style manual require deviation. Students considering the article-style approach should contact the Graduate School before beginning their work if they have questions concerning specific problems or deviations from traditional procedure.

All doctoral candidates must give members of the dissertation committee a minimum of two weeks to read the dissertation before the date of the required final oral examination.

Electronic submission of dissertations: August 15, 2009, is the date when electronic submission began to be required and paper submission no longer was accepted. Consult the ETD website for details of ETD submission, including information on what needs to be submitted to the Graduate School. The graduate dean must approve the dissertation before the student can be cleared for graduation.

Protection of Human Subjects for Research
Scientific research involving human subjects has produced substantial benefits for society, but it also has significant ethical questions. The mission of the University's Institutional Review Board (IRB) for Protection of Human Subjects is to ensure that research involving human subjects is conducted ethically. University and federal policies require that review and approval to use human subjects in research precede the research, no matter how great or small the involvement of the human subjects. In the case of dissertation research that involves the use of human subjects, the principal investigator is responsible for contacting the college Human Research Review Committee to obtain approval for the planned research. The University's IRB approval form is available at the IRB website.

Final Examinations
When the dissertation has been completed, the candidate will be given a final oral examination by a committee of not fewer than five members, one of whom must be from outside the student’s major department or, for students in the College of Education, outside the student's area (not program), and appointed by the dean of the Graduate School. This examination will focus primarily on the candidate's research work, as embodied in the dissertation, and the field in which the dissertation lies, but it may encompass the complete program for the degree. The results of the examination must be reported to the Office of the Graduate School at least six weeks before the commencement at which the degree is to be conferred.

Application for Graduation
Each candidate for a doctoral degree must submit an Application for Degree via myBama not later than the last day to register or add a course of the semester or the first term of the summer session in which requirements for the degree are to be completed. That day is published for each semester at the website of the University Registrar.

Clearing the Academic Record for Commencement
At least one week before commencement, the candidate's record must have been cleared for graduation.

Attendance at Commencement
A candidate for a doctoral degree must be present at a scheduled commencement to receive the diploma and hood, unless excused by the graduate dean.

Withholding or Withdrawing an Advanced Degree
The University of Alabama reserves the right to withhold or withdraw an advanced degree on the recommendation of the graduate faculty.

Faculty
Ph.D. Program Director
Brenda Smith
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