

2018-2019

UNDERGRADUATE/GRADUATE CATALOG

**UT**

**TYLER**<sup>TM</sup>

THE UNIVERSITY OF TEXAS AT TYLER

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2018-2019 Catalog

**The University of Texas at Tyler**

**[www.uttyler.edu](http://www.uttyler.edu)**

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The University of Texas at Tyler is a four-year university providing appropriate educational services at the undergraduate and graduate level.

# BOARD OF REGENTS OF THE UNIVERSITY OF TEXAS SYSTEM

## Officers

Sara Martinez Tucker, Chairman

Jeffery D. Hildebrand, Vice Chairman

Paul L. Foster, Vice Chairman

## Members with term set to expire February 2019

Vice Chairman Jeffery D. Hildebrand

Vice Chairman Paul L. Foster

Regent Ernest Aliseda

## Members with term set to expire May 2019

Student Regent Brittany E. Jewell

## Members with term set to expire February 2021

Chairman Sara Martinez Tucker

Regent David J. Beck

Regent R. Steven Hicks

## Members with term set to expire February 2023

Regent Kevin P. Eltife

Regent Janiece Longoria

Regent James C. "Rad" Weaver

Each Regent's term expires when a successor has been appointed, qualified, and taken the oath of office. The Student Regent serves a one-year term.

Francie A. Frederick is the General Counsel to the Board of Regents

## Standing Committees

Academic Affairs Committee

Audit, Compliance and Risk Management Committee

Facilities Planning and Construction Committee

Finance and Planning Committee

Health Affairs Committee

## The University of Texas System Administration

Chancellor *ad interim* — Larry R. Faulkner

Deputy Chancellor - David E. Daniel, Ph.D.

Executive Vice Chancellor for Academic Affairs — Stephen Leslie, Ph.D.

Executive Vice Chancellor for Business Affairs — Scott C. Kelley, Ed.D.

Executive Vice Chancellor for Health Affairs — Raymond S. Greenberg, M.D., Ph.D.

*Note: Chairman Tucker and Student Regent Brittany Jewell are nonvoting ex-officio members of all standing committees.*

# ADMINISTRATION OF THE UNIVERSITY OF TEXAS AT TYLER

President	Michael Tidwell
Provost and Vice President for Academic Affairs	Amir Mirmiran
Interim Vice President for Business Affairs	Kim Laird
Vice President for Marketing, Brand Strategy and Community Engagement	Lucas Roebuck
Interim Vice President for Student Success	Ona Tolliver
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University Counsel	Michael Donley
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Dean, College of Arts and Sciences	Neil Gray
Interim Dean, Soules College of Business	Roger Lirely
Dean, College of Education and Psychology	Ross Sherman
Dean, College of Engineering	Javier Kypuros
Dean, College of Nursing and Health Sciences	Yong "Tai" Wang
Dean, Ben and Maytee Fisch College of Pharmacy	Lane Brunner

# THE UNIVERSITY

## History

The University of Texas at Tyler was created as Tyler State College by the Texas Legislature in 1971 and was renamed Texas Eastern University four years later. The University became a campus of The University of Texas System in 1979, as a result of action by the 66th Texas Legislature. Originally established as an upper-level university, UT Tyler's mission was expanded in 1997 when the 75th Texas Legislature passed House Bill 1795 authorizing it to offer classes for freshman and sophomore students. Governor George W. Bush signed the bill into law on May 26, 1997.

## Regional Accreditation

The University of Texas at Tyler is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, masters, 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 Texas at Tyler.

## The University of Texas System

As a member institution of The University of Texas System, UT Tyler is subject to the *Rules and Regulations* of the Board of Regents of The University of Texas System.

## Mission

UT Tyler is committed to student success by providing a uniquely balanced student experience in an environment of innovative scholarship and research shaped to serve East Texas and beyond.

## Location

The University of Texas at Tyler is located at 3900 University Blvd., Tyler TX 75799. It is the only public degree-granting university located in the East Texas Planning Region, an area of approximately one million population, which includes the greater Tyler/Longview metropolitan area. The natural beauty of this dynamic region is exemplified by UT Tyler's distinctive campus with its scenic lakes and wooded, rolling hills.

## Off-Campus Locations

The University of Texas offers selected courses and degree programs at the Longview University Center, the UT Tyler Palestine Campus and the Houston Engineering Center.

### Longview University Center

The University of Texas at Tyler Longview University Center is located at 3201 N. Eastman Road, Longview, Texas 75605. Nursing has traditionally been the Center's largest program with the entire bachelor of science in nursing curriculum offered on the campus. Nursing students attend traditional face-to-face courses that are led by full-time, fully accredited, on-site faculty members. Students enrolled in the industrial technology program benefit from having access to selected courses in that field, a full-time on-site faculty member, and a recently constructed industrial technology lab. Academic advisors are available to assist students with the enrollment process. For additional information call 903-663-8100, go online to [uttyler.edu/luc](http://uttyler.edu/luc), or visit the UT Tyler Longview University Center Facebook page.

### Palestine Campus

The University of Texas at Tyler, Palestine Campus originated in 1995 and is located at 100 University Boulevard, Palestine, Texas 75803. The modern Mathis Hall building, which opened in 2010, includes an on-site library and computer lab with online access to the Muntz Library, a Nursing Skills and Simulation Learning Laboratory, two student break areas, relaxing outdoor patio areas, and modern hi-tech classrooms with wireless internet access, all in a beautiful park-like setting. The Palestine BSN Nursing program allows students to learn from expert on-site faculty and interactive online content. The program requires less on-campus time, freeing students for a variety of excellent clinical experiences in Palestine and the greater East Texas region. For additional information call 903-727-2300, visit online [uttyler.edu/Palestine](http://uttyler.edu/Palestine) or visit the UT Tyler Palestine Campus Facebook page.

### Houston Engineering Center

The University of Texas at Tyler Houston Engineering Center is located in the heart of the West Houston Energy Corridor at 2811 Hayes Road, Houston TX 77082, on the Houston Community College Alief Campus. Upper division coursework leading to bachelor's degrees from UT Tyler in civil, electrical, mechanical engineering, and construction management is available through study at the center. On-site faculty provide the majority of the instruction for the degree programs. Well-equipped modern classrooms and teaching laboratories are available to students so they have the same educational experience whether they choose to study in Tyler or in Houston.

### University Academy

The University Academy is a charter school serving as a laboratory and demonstration site for the Ingenuity Center and the College of Education and Psychology. The Academy has campuses in Tyler, Longview and Palestine. The charter utilizes a Project Based Learning (PBL) and Problem Based Learning (PrBL) model to develop students with 21st Century skills who are university-ready upon graduation. The University Academy follows the T-STEM Academy Blueprint and is a demonstration site for Project Lead the



Way (PLTW). The schools have developed multiple STEM Pathways which all students follow, preparing them for rigorous coursework in STEM majors at the university level and ultimately, STEM related careers. The University Academy is a K-12 open-enrollment, tuition-free, public charter school. It is regulated by the Texas Education Agency (TEA).

## Faculty and Course Information

In an effort to provide as much information to students, parents, and the general public regarding courses and faculty, UT Tyler makes available on its website syllabi for current courses ([www.uttyler.edu/catalog/syllabi.php](http://www.uttyler.edu/catalog/syllabi.php)), vitae for full-time faculty, ([www.uttyler.edu/facultystaff/faculty-search.php](http://www.uttyler.edu/facultystaff/faculty-search.php)), and end-of-course evaluations for all courses (<https://apps.uttyler.edu/courseevals/homepage.aspx>).

## Statement on Protection of Social Security Numbers

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. Employees who have access to confidential information may only use that information as is necessary and appropriate in the performance of their official duties and in compliance with applicable laws, regulations, and policies.

## Statement on Equal Opportunity

No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by The University of Texas System or any of its component institutions on any basis prohibited by applicable law, including, but not limited to, race, color, age, national origin, religion, sex, sexual orientation, or disability.

This policy applies to all University administrators, faculty, staff, students, visitors and applicants for employment or admission.

## Academic Organization

The University of Texas at Tyler is organized into seven academic colleges:

College of Arts and Sciences

Soules College of Business

College of Education and Psychology

College of Engineering

College of Nursing and Health Sciences

Ben and Maytee Fisch College of Pharmacy

University College

## Bachelor's Degrees

The University of Texas at Tyler offers a wide variety of educational opportunities. The university offers bachelor's degrees with majors in the following areas:

<b>Program</b>	<b>Degree</b>
Accounting	B.B.A.
Applied Arts and Sciences	B.A.A.S.
Art	B.A./B.F.A.
Biochemistry	B.S.
Biology	B.S.
Chemistry	B.S.
Civil Engineering	B.S.C.E.
Communication Science and Disorders	B.S.
Computer Information Systems	B.S.
Computer Science	B.S.
Construction Management	B.S.
Criminal Justice	B.S.
Economics	B.A./B.S.
Electrical Engineering	B.S.E.E.
English	B.A.
Finance	B.B.A.
General Business	B.S.
Health Studies	B.S.
History	B.A./B.S.
Human Resource Development	B.S.
Industrial Technology	B.S.
Information Technology	B.S.
Interdisciplinary Studies	B.S.
Kinesiology	B.S.
Management	B.B.A.
Marketing	B.B.A.
Mass Communication	B.A./B.S.
Mathematics	B.S.
Mechanical Engineering	B.S.M.E.
Music	B.M./B.A.
Nursing	B.S.N.
Political Science	B.A./B.S.
Psychology	B.A./B.S.
Social Sciences	B.A./B.S.
Spanish	B.A.
Speech Communication	B.A./B.S.
Wellness	B.A.

## Master's Degrees

The University of Texas at Tyler offers master's degrees in the following areas:

<b>Program</b>	<b>Degree</b>
Accountancy	M.Acc.
Art (Studio)	M.F.A.
Art	M.A.
Biology	M.S.
Business Administration	M.B.A.
Chemistry*	M.S.
Civil Engineering	M.S.C.E.
Clinical Mental Health Counseling	M.A.
Clinical Psychology	M.S.
Communication	M.A.
Computer Science	M.S.
Criminal Justice	M.S.
Curriculum and Instruction	M.Ed.
Educational Leadership	M.Ed.
Electrical Engineering	M.S.E.E.
English	M.A.
Health Sciences	M.S.
History	M.A.
Human Resource Development	M.S.
Industrial Management	M.S.
Kinesiology	M.S.
Mathematics	M.S.
Mechanical Engineering	M.S.M.E.
Nursing - Administration	M.S.N.
Nursing - Education	
Nursing - Family Nurse Practitioner	
Occupational Therapy	M.O.T.
Political Science	M.A.
Public Administration	M.P.A.
Reading	M.Ed.
School Counseling	M.A.
Special Education	M.Ed.

\*This program will be available "pending approval by the Southern Association of Colleges and Schools Commission on Colleges."

## Doctoral Degrees

The University of Texas at Tyler offers doctoral degrees in the following areas:

<b>Program</b>	<b>Degree</b>
Human Resource Development	Ph.D.
Nursing	Ph.D.
Nursing	D.N.P.
Pharmacy	Pharm.D.

## Accreditation and Memberships

### Accredited by the following:

Accreditation Council for Pharmacy Education candidate status (ACPE)  
 American Chemical Society  
 Association of Technology, Management, and Applied Engineering (ATMAE)  
 Association to Advance Collegiate Schools of Business International.(AACSB)  
 Commission on Collegiate Nursing Education (CCNE)  
 Council for Accreditation of Counseling & Related Educational Programs (CACREP)  
 Engineering Accrediting Commission of ABET,  
<http://www.abet.org>  
 National Association of Schools of Music (NASM)  
 Southern Association of Colleges and Schools, Commission on Colleges (SACS-COC)  
 Texas Board of Nursing  
 Texas Education Agency

### Recognized by the following:

Department of Homeland Security (DHS): Student Exchange Visitor Program (SEVP) and Immigration and Customs Enforcement (ICE)  
 Texas Commission on Law Enforcement (TCOLE)  
 Texas Higher Education Coordinating Board  
 Veterans Administration

# TUITION, CHARGES, AND FEES

Tuition charges at Texas state universities are established by state law. The 78th Texas Legislature (2003) allowed the Board of Regents of The University of Texas System to set designated tuition rates. The Texas Legislature does not set the specific amount for any particular student fee. Student fees assessed are authorized by state statute; however, the specific fee amounts and the determination to increase fees are made by the University administration and The University of Texas System Board of Regents.

Other expenses at The University of Texas at Tyler are fixed within statutory limitations by the Board of Regents. The cost to attend UT Tyler varies with the individual student. Information relating to the cost of attendance and financial aid opportunities can be found online at <http://www.uttyler.edu/admissions/costs/>. The university reserves the right to change tuition and fees in keeping with acts of the Texas Legislature and/or policies of the Board of Regents.

## Payment of Fees

Students are expected to pay all fees at the time of registration, have an approved financial aid program arranged by the Student Financial Aid Office prior to registration, or pay by installments as outlined below. Payment may be made by cash, check, electronic check, credit card, or money order. Checks, money order, electronic check and credit card (VISA, Master Card, Discover, American Express) payments will be accepted subject to final collection by the university's bank. All tuition and fee payments by third parties, i.e. employers of students, clubs, service organizations and relatives of students, must be arranged by the Enrollment Services Center prior to registration.

## Option to Pay Tuition and Fees by Installments

Eligible students of UT Tyler may make payment of tuition and fees for the fall and spring semesters through one of the following installment plan options:

- 3 payment installment plan with an installment fee of \$25.00
- 4 payment installment plan with an installment fee of \$35.00
- 5 payment installment plan with an installment fee of \$45.00

A late payment fee of \$25 will be assessed for each late payment.

A student who fails to provide full payment of tuition and fees, including late fees assessed, when payments are due, is subject to one or more of the following actions:

1. Bar from registration/deny readmission;
2. Withholding of grades, degree and official transcript;
3. Denial of course credit for work done that semester;
4. Apply appropriate penalties as established by law;
5. Referral of debt to collection agency.

## Residents of States other than Texas

### Residency Classifications

All students must, upon application to the University, complete a certification of residency form.

While State requirements for establishing residency are complex and should be referred to in each particular circumstance, they generally require that an independent individual (18 years of age or older) establish a domicile in Texas and reside in Texas for a period of 12 months prior to the census date of the academic term in which the person is enrolled.

For minors and dependents, the parents or court-appointed legal guardian must have established a domicile and meet the above residency requirements. The minor or dependent must be eligible to be claimed by the parent or court-appointed legal guardian on their federal income tax. An individual may also be classified as a Texas resident if the individual (1) graduated from a public or private high school or received the equivalent of a high school diploma in Texas; (2) resided in Texas for at least three years as of the date the person graduated from high school or received the equivalent of a high school diploma; and (3) continuously resided in Texas for one year prior to the census date of the academic term in which the person is enrolled. Texas Education Code, 54.052.

Persons who are unable to meet the requirements above are classified as nonresidents.

The Office of Admissions is guided by the Texas Education Code, the *Rules and Regulations of the Board of Regents* and the *Rules and Regulations for Determining Residence Status* of the Texas Higher Education Coordinating Board in determining the resident status of students. The law governing residence for tuition purposes is not the same as the law governing residence for voting, vehicle registration, etc. Various circumstances can affect a student's residence status for tuition purposes: i.e. death or divorce of parents, custody of minor by court order, and active military duty of student or student's parents. A nonresident student classification is presumed correct as long as the individual continues as a student. However, the nonresident presumption is not conclusive, and it is possible that a nonresident student may be reclassified to resident student status after residing in Texas for at least 12 months and evidencing unequivocal intent to remain in the state.

## Responsibility for Residency Classification

The responsibility for registering under the proper residence is placed upon the student. It is the student's duty, at or before registration, if there is any possible question of the right to legal residence in Texas under the state law and the university rules; to raise the question with the Office of Admissions and have such questions settled prior to registration. Copies of *Rules and Regulations for Determining*

*Residence Status* prepared by the Texas Higher Education Coordinating Board are available in the Office of Admissions. There can be no change of resident status except upon express authorization by the Director of Admissions. Attempts on the part of a nonresident student to evade the nonresident fee are a serious matter and may lead to disciplinary action, including expulsion and/or penalty as set forth in the law.

## Special Tuition Classifications for Nonresidents

Listed below are some exceptions which permit nonresidents to pay resident tuition rates. All special tuition exceptions must be approved through the Enrollment Services Center prior to the census date each term.

1. A nonresident or foreign student employed at least half-time in a program-related position as a teaching assistant or a research assistant is entitled to pay the same tuition as a resident of Texas. The student's spouse and children may also be enrolled under this classification.
2. A nonresident or foreign student holding a competitive academic scholarship of at least \$1,000 for the academic year in which he/she enrolled is entitled to pay the tuition required of Texas residents provided he/she competes with other students including Texas residents for the scholarship and the scholarship is awarded by a scholarship committee recognized by UT Tyler and approved by the Coordinating Board.
3. Usually, a member of the United States military forces is entitled to pay the resident tuition fee for self or dependents. The student must submit appropriate evidence including a statement from his/her commanding officer stating that the member is currently on permanent active duty assignment within the state of Texas.
4. Students who reside in Arkansas, Louisiana, and Oklahoma may be charged the statutory rate for Texas residents, plus \$30.00 per semester credit hour. Students must demonstrate residency by providing a current driver's license or copies of their state tax returns for the current year. This must be presented each semester prior to payment of tuition and fees.

The *Texas Education Code*, §54.058 *et seq.* includes other exceptions not reprinted in the catalog. For more information consult the cited statutes, the Office of Student Financial Aid, or refer to the Coordinating Board's website, <http://www.collegefortexans.com>.

## Tuition and Fee Exemptions

Certain students are exempt from paying tuition and some of the required fees by state law. Specific eligibility requirements under these provisions can be obtained from the Enrollment Services Center. Applications for exemptions must be completed prior to the census date for the semester.

### Tuition Exemptions and Waivers

Adopted Children formerly in Foster Care or other Residential Care  
Texas Commission for the Blind  
Texas Commission for the Deaf  
Children of Disabled or Deceased Firemen, Peace Officers, Game Wardens, and Employees of Correctional Institutions  
Children of Prisoners of War or Persons Missing in Action  
Children of Professional Nursing Program Faculty

Children and Spouses of Texas Veterans  
Firefighters taking Fire Science Courses  
Peace Officer  
Disabled Peace Officers  
Economic Hardship  
Members of State Military Forces/U.S. Military Stationed in Texas  
Nursing Preceptors and their Children  
Senior Citizen +65 Exemptions (Includes Audits)  
Students formerly in Foster Care  
Surviving Spouse and Dependent Children of Certain Deceased Public Servants (Employees)  
Hazlewood Exemption  
Competitive Scholarship Waiver  
Teaching/Research Assistant Waiver\*  
Teacher/Professor Tuition Waiver  
100 Mile State Waiver  
Valedictorian of Texas High School Exemption

\*See the UT Tyler Graduate Assistantship Policy for graduate student eligibility requirements.

For a complete listing of all exemptions, and waivers, scholarships, and grants offered by the Texas Higher Education Coordinating Board, please refer to: [www.collegeforalltexas.com](http://www.collegeforalltexas.com).

Continued receipt of a tuition and fee exemption and/or waiver is conditioned on the student maintaining a GPA for making satisfactory academic progress and, if an undergraduate, not completing an excessive number of credit hours. (Texas Education Code, Sections 54.2001 and 54.2002)

## Tuition Rebate for Qualified Students

A qualified student is eligible to apply for a rebate of a portion of the undergraduate tuition the student has paid, in accordance with Section 54.0065 of the Texas Education Code. The 1997 Texas Legislature approved a tuition rebate plan for students receiving their first baccalaureate degree. To be eligible for this rebate a student must be a Texas resident who enrolled for the first time in an institution of higher education in the fall of 1997 or later. The student must have attempted all work at a Texas public institution of higher education and have been entitled to pay resident tuition at all times while pursuing the degree. The student must not have attempted more than three hours in excess of the minimum required for the degree, including transfer credits and course credit earned exclusively by examination. Only the number of semester credit hours earned exclusively by examination in excess of nine semester credit hours is treated as hours attempted. The student must also graduate in a timely manner. Timely graduation is defined as four calendar years from the first semester of enrollment in college courses after high school graduation. Certain degree programs, including architecture and engineering, are permitted five calendar years.

Rebate Application forms are available through Enrollment Services. Eligible students must apply for this rebate prior to the final day of their semester of graduation.

## Schedule of Refunds

If a student formally drops one or more courses (partially withdraws) through Enrollment Services, the university will refund applicable tuition and fees collected for courses from which a student drops within the first 12 days of a fall or spring semester or a summer term of 10 weeks or longer, within the first four days of a term or session of more than five weeks but less than 10 weeks, or within the first day of a term or session of five weeks or less, provided the student remains enrolled at the institution for that semester or term.

Refunds for courses dropped by a student who later in the semester or term completely withdraws from the institution will be calculated according to the following schedule:

### A term or session 10 weeks or longer

prior to first class day	100%
during first five class days	80%
during second five class days	70%
during third five class days	50%
during fourth five class days	25%
after fourth five class days	no refund

### A term or session more than 5 weeks but less than 10 weeks

prior to first class day	100%
during the first, second, or third class day	80%
during fourth, fifth, or sixth class day	50%
seventh class day and thereafter	no refund

### A term or session of 5 weeks or less

prior to first class day	100%
during the first class day	80%
during the second class day	50%
during the third class day and thereafter	no refund

For refunds, the effective date of withdrawal will be the date when the withdrawal is officially completed and recorded by Enrollment Services. If a scheduled course of instruction is cancelled by the university, all fees will be refunded. No refunds will be made unless applied for in the same school year as withdrawal. Immediate refund will not be made to students who withdraw during the refund period. Normally, refunds will be disbursed according to the refund preference indicated through the P2 Card within 30 days from the last day of scheduled refunds.

All policies regarding the payment or refunding of tuition, fees, and charges comply with applicable statutes and are approved by the Board of Regents of The University of Texas System. If a person desires clarification of any matter relating to payment or refund of such charges, or believes special circumstances warrant exceptions to the published policy, the Office of Business Affairs at UT Tyler should be contacted.

**Withdrawal – Financial Aid Recipients.** If you withdraw or drop out from the University of Texas at Tyler during any semester for which you have been paid financial aid funds, any refund of tuition and fees and other university charges will be assessed for return to programs from which you (or parents if they received a Parent Loan) were originally paid. An additional “repayment” calculation will determine if you must repay a portion of your financial aid.

## Return of Unearned Title IV Funds (due to complete withdrawal in a term)

(34 CFR 668.22)

As an institution participating in programs under Title IV of the Higher Education Act of 1965 as amended, (HEA, Section 484B), The University of Texas at Tyler is required to determine the earned and unearned Title IV aid as of the date a student withdraws from all courses within a term and return the unearned portion to the appropriate Title IV program.

The Return of Title IV Funds regulations do not dictate the institution’s refund policy for tuition and fee charges.

The return of federal funds is required if a student fails to attend, withdraws from, or otherwise fails to complete the period of enrollment for which the financial assistance was intended. After the 60% point in the period of enrollment, a student has earned 100% of the Title IV funds therefore, no return is required. Students are advised to visit with a financial aid staff member prior to submitting a requests for complete withdrawal.

The unearned portion will show on the student’s account as an outstanding balance that must be paid in full prior to receiving official UT Tyler records.

Additional information in reference to Return to Title IV Funds and Withdrawals can be found here:

<http://www.uttyler.edu/financialaid/withdrawal-policy.php>.

## Tuition and Mandatory Fees

Students pay a statutory tuition rate of \$50 per semester credit hour for Texas Residents (See below, Excess Hours) and \$465 per semester credit hour for Non-Texas Residents. Students also pay a designated tuition of \$155 per undergraduate credit hour or \$254 per graduate semester credit hour; and \$292 per doctoral semester credit hour. Non-Texas Resident students also pay a designated tuition of \$185 per undergraduate credit hour or \$278 per graduate semester credit hour; and \$322 per doctoral semester credit hour. Lastly, undergraduate, graduate and doctoral students enrolled in 3000 – 6000 level Business, Engineering and Nursing courses will be charged a differential tuition rate of \$20 per semester credit hour.

Students will be given notice on their tuition bill, tuition receipt or an email in connection with tuition charges, of the amount of his/her tuition payment that is required to be set aside to provide financial assistance for students enrolled at the institution per the *Texas Education Code*, Section 56.014.

Tuition and fees are subject to change by legislative or regental action and become effective on the date enacted. The Texas Legislature does not set the specific amount for any particular student fee. The student fees assessed above are authorized by state statute; however, the specific fee amounts and the determination to increase fees are made by the university administration and The University of Texas System Board of Regents. Tuition and fee updates can be found at <http://www.uttyler.edu/catalog/tuition/>.

In addition all students are required to pay a set of mandatory fees, as set out below.

**Automated Service Fee**      **\$30/semester**

To defray costs of the automated student information system, software provided for student use, and library services.

**Technology Fee**      **\$134/semester**

To defray costs of providing campus computing services in support of academic programs.

**Student Service Fee**      **\$12/credit hour up to \$150/semester**

To provide a well-rounded program of activities and services for students of the university. Refunds of these fees are on the same basis as tuition as described under schedule of refunds.

**Fine and Performing Arts Fee**      **\$30/regular sem.;\$15/summer**

To offset the maintenance and operation of the R. Don Cowan Fine and Performing Arts Center.

**Intercollegiate Athletics Fee**      **\$14/credit hour (min. \$84 max. \$210)**

To maintain the intercollegiate athletics programs. Maximum \$180 per semester.

**Recreational Facility Fee**      **\$40/regular sem.;**  
**\$30/12 week session or longer; \$15/6**  
**week session or more but less than 12**  
**weeks;**  
**\$10/5 week or less session**

To operate and maintain student recreational facilities or programs.

**International Education Fee**      **\$1/semester**

To fund scholarships for students participating in various international study and travel programs.

**Medical Services Fee**      **\$36/regular sem. and long summer;**  
**\$15/summer I and II**

To help operate and maintain the student health clinic.

**Records Fee**      **\$5/semester**

To defray the cost of supporting the University in appropriately maintaining a student's records. There is a limit of five transcripts per day at no charge.

**Student Union Fee**      **\$105/regular sem. and long summer;**  
**\$50 /summer I and II**

Provides revenue for financing, constructing, operating, maintaining, renovating, improving, or equipping a student union building.

**New Student Program Fee**      **\$75 new freshman only**

To support New Student Orientations and charged only to new freshmen during their first semester of enrollment at UT Tyler.

**Instructional Support Fee**      **\$18 per semester credit hour**

To defray cost of materials, equipment, technical assistance and clerical wages directly associated with classroom activity.

**Online Education Fee**      **\$14 per semester credit hour**

To defray costs of providing online education in support of academic programs.

**Student Success Fee**      **\$50/semester**

To support initiatives that help students persist, graduate and secure desirable careers upon graduation.

**Houston Engineering Center Fee**      **\$175/semester**

To support the unique needs of the Houston Engineering Center campus.

## Guaranteed Tuition Rate Plan

The University of Texas at Tyler offers a guaranteed tuition rate plan for all incoming freshman and undergraduate transfer students entering UT Tyler in fall 2014 or thereafter. The plan is available only to incoming students who are seeking their first bachelor's degree. The plan does not apply to continuing undergraduates or graduate students. Community College students may opt for the guaranteed tuition rate plan by declaring an intent to transfer to UT Tyler. Once the guaranteed tuition rate plan option has been selected, changing to the traditional tuition plan is not allowed. The guaranteed tuition rate plan provides a constant per-semester-hour tuition rate for 12 consecutive semesters. More information, including on how to sign up on the guaranteed tuition rate plan, can be found at <http://www.uttyler.edu/cashiers/guaranteed-tuition.php>.

## Other Fees and Charges

**Add Fee**      \$5  
This fee will be charged for each course added after the first week of classes.

**Audit Fee**      \$50-\$200  
Those students enrolled as auditors will be charged an audit fee. Audit fees are nonrefundable.

1-3 semester credit hours	\$50
4-6 semester credit hours	\$100
7-9 semester credit hours	\$150
10-12 semester credit hours	\$200

**Graduation Application Access Fee** \$30

These fees are payable at the University Cashier’s Office and are nonrefundable. After this time, another fee will be assessed for reapplication. This fee covers the cost of the diploma and all commencement related activities. This fee does not provide commencement regalia. Separate arrangements may be made through the University Bookstore.

**Replacement Diploma Fee** \$25

Students who desire a new copy of their diploma are required to pay the replacement diploma fee and complete a Diploma Reorder Form. Students should pay the fee and submit their form at the Enrollment Services Center. Replacement diplomas are typically mailed or made available for pickup in 4-6 weeks.

**Drop Fee** \$5

Fee will be charged for each course dropped after the first week of classes, except when the change is considered the fault of the university.

**Field Experience and Student Teaching Fee**

This is a one-time, nonrefundable fee to defray costs of speech and hearing tests, supervisory travel, maintenance and operation costs, and wages associated with the School of Education and Psychology’s field experience and student teaching program.

Undergraduate	\$125
Graduate	\$250

**Installment Tuition Fees** \$25- \$45

Installment fee depending on the installment plan you choose/academic term.

Delinquency fee for each delinquent payment. \$25

**Internship in Student Teaching** \$1,600

**Individual Coaching or Instructional Fee** \$50- \$75

Students enrolled in art, drama, speech, or music, where individual coaching or instruction is the usual method of instruction, shall pay a fee in addition to the regular tuition as follows:

SCH	Regular Semester	Summer Term
1	\$50	\$50
2	\$75	\$74

**International Students Mandatory Health Insurance Coverage**

International students holding non-immigrant visas are required to maintain approved comprehensive health insurance or coverage while enrolled at UT Tyler. A health insurance fee will be assessed at the time of enrollment. The health insurance fee will be in the amount of the premium approved for the UT System Student Health Insurance Plan for the actual cost of the insurance and may not be paid through university funded short-term loan or

installment plan. This policy applies unless the student provides evidence of coverage under an alternative plan as approved by the UT Board of Regents prior to enrollment.

**International Application Fee** \$25

A nonrefundable application fee, payable by cashier’s check or money order, is required of all international students applying for admission to UT Tyler.

**Late Registration Fee** \$25

Those students initially registering, or re-enrolling after being dropped for non-payment, during the period from the first day of class through the Census Date will be assessed a late fee.

**Library Fees**

For library charges and fines visit [uttyler.edu/library/circulation/charges.php](http://uttyler.edu/library/circulation/charges.php)

**Parking Fees**

All full- and part-time students, faculty and staff who operate a motor vehicle on property or streets owned or controlled by the university are required to have and display a valid UT Tyler issued parking permit on their vehicle. Motor vehicles will be issued a parking permit with a single payment for the academic year (September 1 through August 31) or for the balance of the year registered, whichever is applicable. The following fees will be charged at the initial period of registration:

Full Year (9/1-8/31); Fall and/or Spring Semesters	\$72
Summer I and Long Summer	\$20
Summer II (July & August)	\$10

An individual is authorized to purchase additional permits at the same cost as the initial permits according to the Permit Fee Schedule. One permit will be issued per permit fee. Sharing of permits is not allowed. Individuals are responsible for any violation(s) issued to a permit registered to them.

**Post Census Registration Fee** \$250

Those students registering after the census day will be assessed a post census registration fee.

**Replacement Student and Faculty/Staff ID** \$25

This fee is used to defray costs of labor and materials.

**Returned Check and Electronic Check Collection Charge** \$25

If a check or electronic check is returned from the bank unpaid for any reason, the student will be assessed a collection fee for each check or electronic check returned. The student must pay the full amount of the returned check plus the fee immediately in cash, cashier’s check, money order, or credit card. In the event of nonpayment of a returned check, one or more of the following actions may be taken: (a) a bar against readmission for the student, (b) withholding the student’s grades and official transcript, (c)

withholding a degree to which the student otherwise would be entitled, (d) all other penalties and actions authorized by law. In addition, the check may be turned over to the District Attorney of Smith County, Texas for prosecution. The University will not accept a check or electronic check from a student (a) who wrote a bad check or electronic check to pay off a previous debt owed to the University, (b) who after writing a bad check or electronic check was not responsive to requests for payments, and (c) who habitually writes bad checks or electronic checks, even though restitution is made promptly.

#### Student Insurance

Sickness and accident insurance is available to all UT Tyler students and their dependents on a voluntary basis and offers students an opportunity to purchase coverage. Additional information regarding the student insurance program may be obtained from the Student Services Office.

#### Student Nursing Liability Insurance

To cover liability insurance costs for students in clinical practicum in the College of Nursing and Health Sciences. (Based upon semester enrollment to be paid annually.)

\$5-  
\$15

#### Test Fee

To defray costs associated with administering and scoring Miller Analogy Test.

\$15

#### Textbooks and Supplies

It is a responsibility of each student to provide his/her own textbooks and supplies. The University Bookstore, located in the University Center, is the primary source of these materials as well as other merchandise related to the academic community. Books, supplies, ancillary and gift items are now available for purchase via the world wide web at [www.uttylerbookstore.com](http://www.uttylerbookstore.com). A shipping fee of \$5.00 will be added to all orders requesting delivery.

**Refunds:** When a student finds it necessary to return a book to the University Bookstore for refund, the cash register receipt for the original purchase must be presented. Refunds are available for a limited time from date of purchase. Check with bookstore for exact limits.

**Textbook buybacks:** As a service to students, the bookstore will purchase selected, used, current edition textbooks provided they are in good condition. Prices for individual textbooks are based on present stock level, projected use and/or used textbook catalogs maintained by the bookstore.

**Note:** Student identification cards are required when selling books; driver's license ID required when purchasing by check in the University Bookstore. Personal checks may be cashed in the University Bookstore (limit \$15 per day per student).

#### Transcript Fee

As noted under the Records Fee section, there is a limit of five transcripts per day at no charge. Each transcript requested beyond this number in a single day will require payment of the Transcript Fee.

\$5

## Tuition and Fees for Excess Hours

As authorized by state law, a student who pays resident tuition rates and who attempts hours that exceed a designated limit will be charged nonresident tuition rates. The designated limit for a student who initially enrolled in an institution of higher education in Fall 1999 through Summer 2006 is 45 credit hours beyond the required hours for the student's declared degree program. The designated limit for a student who initially enrolled in an institution of higher education in Fall 2006 or later is 30 credit hours beyond the hours required for completion of the student's degree program.

The following semester credit hours are not included in the calculation:

1. semester credit hours earned by the student 10 or more years before the date the student begins the new degree program under the Academic Fresh Start Program of the Texas Education Code, § 51.931;
2. hours earned by the student before receiving a baccalaureate degree that has previously been awarded to the student;
3. hours earned by the student by examination or similar method without registering for a course
4. hours from remedial and developmental courses, workforce education courses, or other courses that would not generate academic credit that could be applied to a degree at the institution if the course work is within the 27-hour limit at two-year colleges and the 18-hour limit at general academic institutions;
5. hours earned by the student at a private institution or an out-of-state institution; and
6. hours not eligible for formula funding.

For more information contact the Enrollment Services Center.

### Doctoral Excess Hours (99-hour Rule)

A resident doctoral student who has a total of 100 or more semester credit hours of doctoral work at an institution of higher education is required to pay nonresident doctoral tuition rates. Contact the Enrollment Services Center for more information.



# UNDERGRADUATE ADMISSIONS AND ENROLLMENT

The University of Texas at Tyler offers baccalaureate and master's degree programs and strives to meet the educational needs of high school graduates, transfer students from community colleges and other universities, and students seeking graduate degrees. Admission requirements for graduate programs are defined in the Graduate Policies and Programs section of this catalog.

## Undergraduate Admission Requirements

1. All applicants must complete an Application for Admission online by visiting: <http://www.uttyler.edu/admissions> or by going to <http://www.applytexas.org> by the posted deadline for the intended semester of enrollment.
2. Applicants must submit an official updated transcript from each college or university attended, and a \$60 application fee for domestic students, or a \$75 application fee for international students.
3. Applicants will not be subject to discrimination on any basis prohibited by law including but not limited to race, color, age, national origin, religion, gender, veteran status, or disability.
4. Automatic admission is available to any applicant who meets any minimum requirements established by the institution and is a child of certain public servants who were killed or sustained a fatal injury in the line of duty.
5. Unsolicited letters of support will not be retained or considered during the admission review process.

## Freshman Admission

Eligibility for admission as a freshman is determined primarily on the basis of three predictors of academic success: high school preparation, rank in high school class, and SAT (ACT) score. Additional consideration for admission will be based on an evaluation of the additional criteria as described below.

Students enrolling with ACT/SAT scores and high school rankings below UT Tyler's published admission criteria, and/or students enrolling as 'liable' or 'not satisfied' according to published state standards for TSI compliance, will be required to participate in the PASSages (Patriot Academic Success Services) Program during their first semester of enrollment. Participation in PASSages involves being registered in a PASSages Success Seminar, and this will be explained and taken care of in the advising appointment during New Patriot Orientation.

### Freshman Orientation

All freshmen graduating from high-school or transfer students transferring less than 30 semester credit hours are required to complete Orientation prior to registering for classes. Freshmen are required to attend an on-campus Orientation session. The program gives students the opportunity to meet with an academic advisor and register for classes, as well as learn about campus services, resources, and student activities.

For more information regarding Freshman Orientation or to register for Orientation, contact the Office of New Student & Family Programs, visit <http://www.uttyler.edu/sll/newstudentprograms/>, or call 903.565.5645.

## High School Preparation

To be eligible for admission to the university as a freshman an applicant must be a high school graduate or equivalent. A high school record that demonstrates achievement in the most challenging academic course work available is the best single predictor of academic success. Beginning freshmen must submit an official high school transcript before classes begin in order to verify graduation and completion of required courses.

The minimum high school units required for admission include:

1. Language Arts  
Required: Four units of English
2. Science  
Required: Three units of science to include at least one unit of Chemistry or Physics  
Strongly recommended: Three units of laboratory science including Chemistry and Physics.
3. Foreign Language  
Required: Two units in a single language effective fall semester 2001.
4. Mathematics  
Required: Three units at the level of Algebra I or higher.  
Strongly recommended: Students planning to enter scientific, engineering and similar technical fields are advised to take at least four units of math in preparation for entering the first university calculus course in their first semester at the university.
5. Social Studies  
Required: Three units
6. Electives  
Required: Additional courses in the areas above and/or in fine arts and/or computer science to satisfy high school graduation requirements

## High School Rank in Class and SAT (ACT) Score

1. An applicant who graduates from an accredited high school in one of the two years preceding the academic year for which the applicant is applying for admission and who has a grade point average in the top 10 percent of the applicant's high school graduating class will be admitted automatically (subject to applicable enrollment limit). SAT (ACT) scores must be submitted.
2. An applicant who does not qualify for admission under item 1. but meets the following criteria also qualifies for regular admission:

High School Rank in Class	ACT	SAT (Math & Critical Reading)
Top 25%	20	1020

Second 25%	21	1060
Third 25%	22	1100
Fourth 25%	23	1130

**Home schooled students:** Requirements for home schooled students entering as freshmen are as follows:

1. SAT or ACT test scores.
2. TSI, if applicable.
3. Official Notarized HS transcript or GED scores.

### Additional Criteria

In addition to the current university requirements for admission, applicants must also have either: successfully completed the curriculum requirements for the foundation with endorsement or distinguished level of achievement high school program or its equivalent; or satisfied ACT's College Readiness Benchmarks on the ACT assessment application to the applicant, or earned on the SAT assessment a score of at least 1090 out of 1160 or the equivalent.

The above requirement may be satisfied if the applicants official high school transcript or diploma states that the applicant completed the portion of the foundation with endorsement or distinguished level of achievement curriculum or its equivalent that was available to the applicant, but was unable to complete the remainder of the curriculum solely because courses necessary to complete the remainder were unavailable to the applicant at the appropriate times in the applicant's high school career as a result of course scheduling, lack of enrollment capacity, or another cause not within the applicant's control.

An applicant may be given additional consideration based upon an evaluation of the individuals' involvement in responsible non-academic affairs (leadership) while attending high school; status as a first generation college student; English not first language; and attending an underrepresented high school.

## Transfer Students

Transfer students having fewer than 30 semester credit hours must meet the freshmen admission requirements as specified above.

Transfer students having successfully completed 30 semester hours or more at a regionally accredited institution must have earned a minimum grade point average of 2.0 (on a 4.00 scale) on all college/university coursework attempted.

Students seeking special certification courses may be admitted to complete the required certification courses based on the program requirements.

UT Tyler strives to provide guidance for prospective transfer students by outreach through community college visits, individual counseling, transfer credit evaluations, on-campus recruitment events, and orientation. UT Tyler offers transfer students incentives such as scholarship opportunities to those who qualify. Transfer scholarship awards are renewable for two years and have the effect of waiving out-of-state tuition. Additional information regarding admission requirements, scholarship information, recommended degree plans,

housing, student life, and athletics are all included on the UT Tyler web site: [www.uttyler.edu](http://www.uttyler.edu).

### Transfer Orientation

Transfer students who are transferring more than 30 semester credit hours may sign up for Transfer Orientation. Transfer Orientation is an optional on-campus program that gives students the opportunity to become more familiar with the university. Similar to the freshman program, students will learn about campus services, resources, and student activities. Although this program is not mandatory it is highly recommended.

For more information regarding Transfer Orientation or to register for Orientation, contact the Office of New Student & Family Programs, visit <http://www.uttyler.edu/sll/newstudentprograms/>, or call 903.565.5645.

## Appealing an Admission Decision

Students who do not meet the minimal admission requirements, or who have special ability, experience, or other circumstances to demonstrate readiness for college level work may petition for admission by scheduling an appointment with an admissions counselor and submitting an application for appeal form and supporting documentation to the Admissions Office, ADM 202. Consideration will be given to the individuals' involvement in responsible non-academic affairs (leadership) while attending high school; status as a first generation college student; English not first language; and attending an underrepresented high school and other extenuating circumstances. Petitions for special admission to the university must receive approval from the Admissions Appeal Committee prior to registration.

## Readmission

If a student has not attended UT Tyler during the past academic year, the student will need to submit a completed application, official transcripts from any institution attended since leaving UT Tyler, and a \$60 application fee for domestic students, or a \$75 application fee for international students. Readmitted students come under the catalog in effect at the time of readmission. Students who withdraw from the university to perform active military service (not including Texas National Guard training exercises) will not have to reapply for admission but will be readmitted upon a request made within one year of being released from active military services and may be eligible for the same financial assistance provided before the student's withdrawal. See Texas *Education Code*, Section 51.9242.

## Transient Admission

Undergraduate students pursuing degrees at other colleges and universities who wish to take courses at the University may be admitted as transient students. The transient student application and approval form are available in the Enrollment Services Center, ADM 230, or the website at <http://www.uttyler.edu/admissions/transient.php>.

A transient student who later wishes to be admitted to the University on a regular basis must apply for admission as a transfer student.

Students who attend the University as transient students and then are admitted on a regular basis are immediately subject to the University's academic regulations. Specifically, students will be placed on academic probation upon enrollment if their grade point average for work undertaken at the University as a transient student is below a 2.00.

## International Admissions

In addition to the undergraduate admission requirements stated previously, applicants that are F-1 nonimmigrant visa holders from countries other than the U.S. are subject to the following:

1. An official English evaluation of the transcripts, from an approved agency of the Undergraduate Admissions Office if the academic transcripts are from a foreign institution.
2. Evidence of English proficiency must be submitted before admission will be granted. Applicants whose primary language is not English must submit results of the Test of English as a Foreign Language (TOEFL), Pearson Test of English (PTE), the International English Language Testing System (IELTS), or the EIKEN exam. Minimum score requirements are as follows:
  - a. TOEFL Internet Based Test (IBT): 79
  - b. TOEFL Paper Based Test (PBT): 550
  - c. Pearson Test of English (PTE): 53
  - d. International English Language Testing System (IELTS) overall band score: 6.5 and 6 or greater in all sub-sections
  - e. EIKEN: Grade 1
  - f. TOEFL, PTE, IELTS and EIKEN scores will be waived for individuals who complete Level 6 of the University of Texas at Tyler Intensive English Language Institute (IELI) with no grade lower than an A or those who complete Level 7 with no grade lower than a B. See <http://www.uttyler.edu/oip/iel/> for more information.
3. All undergraduate international students must pay a nonrefundable application fee of \$75.00. Submit the International Application Fee. A nonrefundable application fee of U.S. \$75.00, payable by cashier's check or money order, is required of all international students applying for admission to The University of Texas at Tyler.
4. Application deadlines are as follows:  
 Fall Semester: June 1  
 Spring Semester: November 1  
 Summer Semester: March 1

After an international student is admitted, the student will be required to submit the following documentation to the Office of International Programs (OIP) International Student, Scholar and Faculty Services (ISSFS) Center. Contact [issfs@uttyler.edu](mailto:issfs@uttyler.edu) for more information.

- a. An affidavit of support is required indicating the source of funds being made available to the student. The affidavit of support must indicate the amount of money being provided in U.S. Dollars and the length of time the funds will be made available.
- b. Holders of student (F-1) visas must be classified as full-time students. For international undergraduate students, full-time enrollment is 12 semester credit hours.
- c. Before registration the OIP ISSFS Center must have a copy of a current passport, visa, I-94, and current I-20s. In addition, accepted students who will be transferring in from another U.S. school will need to submit a SEVIS transfer form completed by the transferring institution.

- d. International students holding non-immigrant visas are required to maintain approved comprehensive medical insurance, repatriation insurance and medical evacuation insurance while enrolled at UT Tyler. An international student may purchase his or her own insurance. However, the policy must meet or exceed UT System Student Health Insurance Plan requirements and a health insurance waiver must be submitted by the deadline for the insurance charge on the student bill to be waived. If no waiver form is submitted, a health insurance fee will be assessed at the time of enrollment. The health insurance fee will be in the amount of the premium approved for the UT System Student Health Insurance Plan for the actual cost of the insurance.

For information regarding International Student Orientation, contact the Office of International Programs, visit <https://www.uttyler.edu/oip/international-student-orientation.php>, or call 903.565.5960.

## Transient Admission at other Institutions

After the student is admitted to UT Tyler, he or she should not register for any course(s) at any other institution until approval is granted. Approval by the student's Advisor, Department Chair, Dean and the University Registrar is required to assure that the courses taken at another institution will count toward the student's degree. A student should not register at another institution until an Undergraduate Transient Form has been completed and approved. Forms for this purpose are available at [www.uttyler.edu/registrar/forms/index.php](http://www.uttyler.edu/registrar/forms/index.php) or at the Enrollment Services Center, and must be submitted by the relevant UT Tyler Census Date as noted on the Academic Calendar.

## Academic Fresh Start

An applicant for admission who is a Texas resident may seek to enter this institution pursuant to the "academic fresh start" statute, Texas Education Code, §51.931 by requesting an Academic Fresh Start Program Acknowledgement form from the Director of Admissions, and submitting the form to the Enrollment Services Center, ADM 230. The University will not consider academic course credits or grades earned by the applicant 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll. An applicant who makes the election to apply under this statute may not receive any course credit for courses taken 10 or more years prior to enrollment under academic fresh start. Once Academic Fresh Start has been enacted, appropriate notations will be placed on the student's official transcript.

## Texas Success Initiative (TSI)

The Texas Success Initiative is designed to determine whether students possess the basic skills in reading, writing, and mathematics, necessary for university courses. In accordance with Texas Education Code, Section 51.3062, unless exempt, all students must take the TSI Assessment prior to enrolling at the University.

Students not meeting TSI requirements may be granted an Advisement Plan for Academic Success. This one-semester agreement allows students to enroll with appropriate approval. Future

enrollment may be denied if the terms of the TSI Agreement have not been met by the conclusion of the term.

The following students are exempt from taking the test:

- For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards: (A) ACT: composite score of 23 with a minimum of 19 on both the English and the mathematics tests; (B) Scholastic Assessment Test (SAT): for test administered prior to March 5, 2016 a combined critical reading and mathematics score of 1070 with a minimum of 500 on both the critical reading and the mathematics tests; SAT administered on or after March 5, 2016 a score of 480 on the Evidence Based Reading and Writing (EBRW) test; a score of 530 on the mathematics test. No combined score is necessary and mixing or combining scores is prohibited; or
- For a period of five (5) years from the date of testing, a student with a TAKS math score of at least 2200 is exempt from the math requirement. A student with a TAKS English/Language Arts score of at least 2200 and an essay score of at least 3 is exempt from the reading and writing requirements. A student who has graduated with an associate or baccalaureate degree from an institution of higher education.
- For a period of five (5) years from the date of testing, a student with EOC STAAR scores of Level 2 on the English III shall be exempt from the TSI reading and writing assessment. A student with an EOC STAAR score of Level 2 on Algebra II shall be exempt from the TSI math assessment.
- A student who has graduated with an associate or baccalaureate degree from an institution of higher education.
- A student who transfers to an institution from a private or independent institution of higher education or an accredited out-of-state institution of higher education and who has satisfactorily completed college-level coursework which emphasized reading, writing, and mathematic competency.
- A student who has previously attended any institution and has been determined to have met readiness standards by that institution.
- A student who is enrolled in a certificate program of one year or less (Level-One certificates, 42 or fewer semester credit hours or the equivalent) at a public junior college, a public technical institute, or a public state college.
- A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
- A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.
- A non-degree-seeking or non-certificate-seeking student.

## Registering for Beginning Mathematics Courses

Students needing to take mathematics are placed into the appropriate courses through the use of test scores (THEA, ACT, SAT), departmental tests, or successful completion of certain courses. The chart below gives the minimum requirements to enroll in the required mathematics courses.

**College Algebra      Calculus I**

Test/Course	or Equivalent	
	MATH 1314MATH 1324 MATH 1332* MATH 1342*	MATH 2413**
	Min. Score/grade	Min. Score/grade
THEA Math	270	
SAT Math	500-674	675
ACT Math	21	27
MATH 0303	"C"	
MATH 1316 or MATH 2312 or Trigonometry Test		"C" "pass with 70%"

*\*Students who do not have THEA, SAT or ACT math scores will be required to take the pre-algebra test administered by the University Testing Center. Students who fail the test will be required to enroll developmental math courses elsewhere*

*\*\*Students enrolling in Calculus I must have the minimum SAT or ACT math scores noted above or one of the following: "C" or better in MATH 1316 or MATH 2312: Precalculus, or pass the departmental trigonometry test. It is assumed that all students enrolling in Calculus I are proficient in algebra. Students who are not proficient in algebra are advised to enroll in MATH 1314: College Algebra and MATH 1316: Trigonometry prior to enrolling in Calculus I.*

## Immunization and Medical Requirements

### Bacterial Meningitis and Other Immunizations

- Bacterial Meningitis is a serious, potentially deadly infection of the fluid in the spinal cord and the fluid that surrounds the brain. This disease strikes about 3,000 Americans each year, including 100-125 on college campuses. Bacterial Meningitis is transmitted when people exchange saliva (such as by kissing, or by sharing drinking containers, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions. Symptoms includes high fever, rash or purple patches on skin, light sensitivity, confusion and sleepiness, lethargy, severe headache, vomiting, stiff neck, nausea, and seizures. The more symptoms, the higher the risk, so when these symptoms appear seek immediate medical attention. Prevention depends on the use of vaccines, rapid diagnosis and prompt treatment of close personal contacts.

In accordance with Texas Education Code 51.9192, Subchapter Z and amended by SB 62 (2013), all first-time UT Tyler students who are younger than 22 years of age or students (younger than 22 years of age) who previously attended UT Tyler but were not enrolled during the fall 2011 semester are required to provide proof of vaccination against bacterial meningitis. All documentation should be submitted to the Enrollment Services Center (ESC) in ADM 230 or enroll@uttyler.edu. Exemptions for this requirement are as follows:

- The student is 22 years of age or older on the first day of the semester.
- The student is enrolled in online-only programs.

- The student submits an affidavit or a certificate signed by a physician who is duly registered and licensed to practice in the United States, stating, in the physician's opinion, the vaccination required would be injurious to the student's health and well-being.
  - The student submits a signed Exemption from Immunizations for Reasons of Conscience Affidavit Form. This form can be requested from the Texas Department of State Health Services at: [www.corerequest.dshs.texas.gov](http://www.corerequest.dshs.texas.gov).
  - New students who are also Texas high school students enrolled in a dual enrollment program where the dual enrollment classes are held at a Texas high school.
2. In accordance with State law, the following immunizations are required for all students enrolled in health related courses which will involve direct patient contact in medical or dental care facilities or who come in contact with human or animal biological fluids or tissue.\* Students for whom these immunizations are not required are strongly urged to obtain these immunizations for their own protection.

**Measles:** proof of two doses of measles vaccine administered on or after the first birthday and at least 30 days apart or proof of immunity.

**Mumps:** proof of one dose of mumps vaccine administered on or after the first birthday or proof of immunity.

**Rubella:** proof of one dose administered on or after the first birthday or proof of immunity.

**Tetanus/diphtheria:** proof of one "booster" dose of tetanus/diphtheria (within 10 years).

**Hepatitis B virus (HBV):** proof of serologic immunity to HBV or certification of immunization with a complete series of Hepatitis B vaccine. Students will be required to present a letter or other suitable written certification.

**Influenza:** proof of influenza vaccination required every fall semester

\* Note: Certain exemptions are allowed from the immunization requirement

Students enrolled at University of Texas institutions will assume the full cost of the immunizations.

Students may obtain information regarding the consequences of not being current on immunization for certain diseases; the age groups most vulnerable to these vaccine preventable diseases; and local providers of immunization services from the University Health Clinic.

3. UT Tyler requires all new and returning International and Intensive English Language Institute (IELI) students, as well as all visiting scholars, who are considered to be at high risk for tuberculosis disease, as defined by the Centers for Disease Control and Prevention (CDC), to be screened for tuberculosis (TB) prior to participating in campus activities at UT Tyler or resuming activities at UT Tyler after visiting countries included on the World Health Organization (WHO) High Burden Countries list for TB. For more information see <http://www.uttyler.edu/oip/medical-clearance.php>.

## HIV and Hepatitis B Infection

The University of Texas at Tyler recognizes Human Immunodeficiency Virus (HIV), and Hepatitis B Virus (HBV) as serious public health threats and is committed to encouraging an informed and educated response to issues and questions concerning these infections. In furtherance of its commitment UT Tyler has adopted a policy and procedural steps to protect both the rights and well-being of those students, employees, and patients who may be infected with HIV or HBV as well as to prevent the spread of

infection. No individual with HIV or HBV infection will be discriminated against in employment, admission to academic programs, health benefits, or access to facilities. Students with HIV or HBV infection may attend all classes without restriction, as long as they are physically and mentally able to participate and perform assigned work and pose no health risks to others. All information regarding the medical status of UT Tyler faculty, staff, and students is confidential.

## Transfer Credit

Credit earned at other regionally accredited colleges or universities may be transferred by students presenting sealed official transcripts describing such credit. Transcripts that have been opened by students prior to submission will be considered unofficial and no credits will be transferred based upon such documents. Courses are acceptable for transfer at the level at which these courses were classified by the institution granting the credit.

Only courses in which a student has earned a grade equivalent of "C" or better will be acceptable for transfer. The only exception will be if a student transfers to UT Tyler Core complete from another Texas public college or university, and the transferring institution recognized a "D" as satisfying its Core Curriculum requirements.

Per the Texas Higher Education Coordinating Board, a Field of Study Curriculum (FOSC) is a set of courses that fulfill lower-division (freshman and sophomore) requirements for a specific major/degree plan in addition to the core curriculum. FOSCs are guaranteed to transfer to any public college or university in Texas. Once you have successfully completed the set of courses that makes up the FOSC with a "C" or better, those courses are also guaranteed to apply to the appropriate bachelor's-level degree plans corresponding to the field of study. Receiving colleges and universities are not allowed to require incoming transfer students to repeat courses with the same content as FOSC courses to satisfy requirements for the academic major. For more information, please see: <http://www.thecb.state.tx.us/index.cfm?objectid=7D02BA60-18B8-11E8-A6640050560100A9>

After enrolling at UT Tyler, students who wish to enroll in courses at another university or college must have prior approval from their academic advisor and the Office of the Registrar on an Undergraduate Transient Form. For specific procedures review the Undergraduate Transient Admission section of this catalog.

## Texas Common Course Numbering System

The Texas Common Course Numbering System (TCCNS) is designed to aid students in the transfer of freshman and sophomore academic credit courses from colleges and universities throughout Texas. The University of Texas at Tyler has joined this consortium approved by the Texas Association of Collegiate Registrars and Admissions Officers and the Texas Higher Education Coordinating Board. The system ensures that if the student takes courses that the receiving institution designates as common, then the courses will be accepted in transfer at other Texas public colleges and universities.

## Dual Credit Transfer

In accordance with S.B. 1091, dual credit courses that were not completed as part of the early college education program established under section 29.908 of the Texas Education Code are eligible for transfer credit only if certain criteria are met. To meet these criteria, a dual credit course must be in the Core Curriculum of the institution of higher education that offered the course, a career and technical education course, or a foreign language course.

Per S.B. 1091, dual credit courses that were completed as part of the early college education program, or any other early college program that assists a student in earning a certificate or an associate degree while in high school, are not required to meet these additional criteria.

All dual credit courses must meet general transfer credit requirements.

## Military Service Credit

Per HB 269, U.S. Military Veterans who meet the eligibility requirements below may elect to receive up to 12 undergraduate credit hours of physical education towards elective course requirements for their undergraduate degree.

The Military Service Credit option is available to Veterans who have met the following requirements:

1. Graduated from a public or private high school, accredited by a generally recognized accrediting organization or from a high school operated by the United States Department of Defense.
2. Honorably discharged former member of the armed forces of the United States
3. Completed a minimum of two years of service in the armed services or was discharged because of a disability.

The awarding of credit is irrevocable (I.e., cannot be removed from transcript once awarded). Therefore, in deciding whether to claim this credit, students should consider, in consultation with an academic advisor, the impact of the credit on their eligibility for a tuition rebate and the possibility that they will be ineligible for Texas BOnTime loan forgiveness if they have excess credit.

To have the credit awarded, students must complete a Military Service Credit Agreement form and provide proof of eligibility as noted on that document. Signatures from the student's academic advisor and department chair are required. Once processed (and approved), the appropriate amount of elective credit will be added to the student's official academic record effective the date of approval.

In addition to credits granted under HB 269, U.S. Military Veterans may request additional credits be awarded based upon review of official documentation of military service-related training or coursework. Accepted sources of documentation include Joint Services Transcripts and American Council on Education (ACE) evaluations.

To request a review, students must complete a Military Service Credit Evaluation form in conjunction with their Academic Advisor(s) and the Chair of the academic department offering their major, each of whom must approve all credit recommendations. Any requests for

credits applicable toward the Core Curriculum will be subject to review and approval by the Office of the Registrar.

Credits from regionally accredited institutions such as the Community College of the Air Force are not reviewed under this policy. Such credits are assessed per standard transfer credit policies and procedures.

## College Credit by Examination

Credit by examination may be established through testing programs such as the Advanced Placement Program (AP), the College Level Examination Program (CLEP), and International Baccalaureate (IB). Guidelines for credit by CLEP, AP, and IB examinations eligible for award by UT Tyler are published on the Office of the Registrar website, [http://www.uttyler.edu/registrar/credit\\_by\\_examination.php](http://www.uttyler.edu/registrar/credit_by_examination.php). CLEP, AP, and IB credit received from a prior college/university will transfer as credit was awarded based on students' official transcripts; in cases where exact credit awards are unclear on the transcript students may submit a supplemental letter of clarification, which must be printed on the official letterhead of the office responsible for producing official transcripts at the prior institution, to assist in credit transfer.

In accordance with the Texas Education Code (51.968) UT Tyler offers a minimum of 24 semester credit hours to any entering freshman student for successful completion of the IB Diploma Program. The awarded credit hours will be in the form of specific UT Tyler courses or general elective credit in relevant subject areas, as published on the Office of the Registrar website. Fewer than 24 semester credit hours may be granted if a student received a score of less than 4 on an examination administered as part of the diploma program. In such cases the determination of credit awarded for examinations with scores of 3 or lower will be at the discretion of the relevant academic advisor.

Students may decline the awarding of credits earned by examination if they wish to complete coursework through traditional enrollment. Requests to decline credit earned by examination must be submitted in writing to the Enrollment Services Center.

## Correspondence Credit

A student may not apply more than six semester hours of upper-division correspondence credit toward a degree. Prior approval to include these hours in a degree plan must be secured from the student's academic advisor, department chair, and dean. To secure this approval, follow the procedures outlined in the undergraduate transient approval section of this catalog. To transfer, courses must be awarded a letter grade of A, B, or C. Courses taken for CR must be approved prior to enrollment.

## Workforce Credit

Any baccalaureate degree in its entirety will be viewed and evaluated as a single degree; and if courses are transferred, they must meet transfer-level quality accreditation standards. Vocational, technical, and/or Workforce Education (WECM) courses that are "not intended for transfer", will be used only in applied baccalaureate degrees,

unless it is demonstrated, through evaluations by academically qualified professionals, and in accordance with appropriate policy and procedures for each non-applied baccalaureate degree program, that there are comparable course content and comparable learning outcomes and ensure that courses rise above the level of basic skills and constitute more than a training experience.

## Transfer Disputes for Lower-Division Courses from Texas Institutions

The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:

1. The receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied
2. Institutional representatives and the student shall attempt to resolve the transfer of the course credit in accordance with the Texas Higher Education Coordinating Board rules and/or guidelines
3. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student receives written notice of denial, the institution that denies the transfer shall notify the Commissioner of Higher Education of the denial and the reason for the denial

The Commissioner or the Commissioner's designee shall make the final determination concerning the dispute of the transfer of course credit and will give written notice of the determination to the student and each institution.

## Classification

Students are assigned a classification at the beginning of each semester based on the total number of semester hours accumulated, including transfer credits and degrees earned.

A student who has been admitted to a degree program is said to be a regular or a matriculated student. A student holding a baccalaureate or higher degree is classified as a post-baccalaureate student. All other students are classified as undergraduate students.

Student classifications and the basis for each are as follows:

Classification	Criterion
Freshman	0-29 semester hours
Sophomore	30-59 semester hours
Junior	60-89 semester hours
Senior	90 or more semester hours
Post-baccalaureate	Holding a bachelor's (or higher) degree
Graduate	Holding a bachelor's (or higher) degree and being admitted to a graduate program

## Visiting UT System Students Program

The Visiting U.T. System Students Program is designed to allow upper-level and graduate or professional students enrolled in an

institution of the UT System to take courses or engage in research at another institution within the UT System during a regular semester or summer session. Each campus must appoint an individual designated to coordinate the visiting student program at both the home and host institution. Every campus has the responsibility to determine the academic qualifications necessary for their students to participate in the visiting program. Approval of a student's proposed visitation will be contingent on space and desired courses being readily available in the proposed visitation program and, for participation in a research laboratory, on approval of the director of the laboratory (*Rules and Regulations* of the Board of Regents, Rule 50701).

## University Honors Program

The University Honors Program provides intellectually enriching opportunities for academically talented and motivated students at UT Tyler. The emphasis is on small classes, enriched coursework, independent learning, speaking and writing, research within the discipline, sharing ideas, and discovering new worlds beyond the campus.

### Eligibility

The Honors Program is open to all majors. Students may enter the Honors Program in the fall semester of their first year or in a subsequent semester as a transfer student. The application for admission to the Honors Program is separate from the application for admission to the university, and must be submitted separately to the Honors Program Office. Contact Dr. Paul Streufert, Director of the University Honors Program, at 903-565-5823 or e-mail: pstreufert@uttyler.edu or honors@uttyler.edu.

### Honors Endowed Scholarship

Students who meet the entrance requirements for the University Honors Program as first-semester freshmen are eligible to receive an Honors Endowed Scholarship. Honors students will receive this scholarship up to four years as long as they remain in good standing in the Honors Program. Students who enter the Honors Program after the freshman year are also eligible for the Honors Endowed Scholarship, renewable up to two years.

The application to the Honors Program serves as application for the Honors Endowed Scholarship. No additional scholarship application is required.

## Honors Curriculum

The curriculum of the UT Tyler Honors Program consists of a minimum of 18 hours of honors courses for the university's core curriculum, 6 hours of honors in the major/contract courses, and an honors senior project. To be eligible for special Honors designation at graduation, students must complete Honors Program requirements and attend all Honors Colloquia and zero-credit seminars (HNRS 1000-4000), as described below.

### Honors Colloquium

One of the hallmarks of the Honors Program is the Honors Colloquium, which is an opportunity for students to meet and talk with scholars, as well as local, regional, and national leaders about

topics that relate to each semester's courses. Colloquia may also include museum trips, service projects, productions, and other leadership and learning activities. Typically the Honors Program hosts four colloquia per semester.

### **Honors Zero-Credit Seminars**

Honors students must enroll in the appropriate section of a zero-credit Honors seminar HNRS 1000, HNRS 2000, HNRS 3000, or HNRS 4000 each semester. These courses will prepare students for colloquia and ensure progress on requirements like contract courses and the senior project.

### **Honors in the Core (18 hrs.)**

Honors students must enroll in at least one Honors core course (HNRS or honors sections of a pre-existing course) in each of the student's first 4 semesters to reach the 18 hour minimum. HNRS 1351 and HNRS 1352 are required of all students entering the program in the freshman year. These 18 hours of Honors core courses will replace an equal number of hours of the standard Core Curriculum. Students will be required to meet the remaining hours of the Core Curriculum as determined by the Honors staff in consultation with college academic advisors.

### **Honors in the Major/Contract Courses (6 hrs.)**

Each semester of the junior year, students will enroll in Honors in the Major or contract courses in their major in which they will complete an additional research project. Contract courses will be chosen in consultation with the Honors director.

### **Honors Senior Project**

In their final two semesters, students will complete an honors project in the major. The project will be written under the guidance of a faculty member in the student's discipline with the approval of the Honors director.

## **Articulation Agreements**

Articulation Agreements, which are designed to offer students continuity when transferring from a community college to a baccalaureate degree, have been signed between UT Tyler and several regional community colleges. Please contact the Academic Advising Center for further information.



# BACCALAUREATE DEGREE REQUIREMENTS AND GRADUATION

## General Degree Requirements

Each candidate for the baccalaureate degree must fulfill the following requirements:

1. Consult with the appropriate academic advisor(s) and complete all requirements outlined in the Patriot Advising Report (PAR).
2. Complete Core Curriculum requirements with a grade of "C" or better in each course.
3. Complete a minimum of 42 upper-division semester credit hours (Refer to your major for any specific additional requirements.)
4. Complete at least 25% of the hours required for the degree at UT Tyler.
5. Complete at least 24 of the last 30 upper-division credit hours in residence at UT Tyler. (Waivers may be requested through the Office of Academic Affairs.)
6. Complete a minimum of 6 upper-division hours in the major field of study at U.T. Tyler. (Colleges or departments may establish more stringent requirements.)
7. Complete a minimum of 120 hours. All hours counted toward this requirement must be unique, non-duplicated credit hours. Credit hours from multiple completions of courses designated specifically as repeatable for credit, up to the designated repeat limit for each such course, are considered unique credit hours.
8. Maintain a 2.0 overall grade point average or higher if required by a specific major.
9. File for graduation on or before the Final Filing Deadline for the semester of graduation. See Graduation Guidelines below. The requirements above apply to students earning their first baccalaureate degree. Students seeking to earn a second, or subsequent, baccalaureate degree must meet requirements listed in the Second Baccalaureate Degree policy.

## Core Curriculum Requirements (42 hours)

All students seeking their first baccalaureate degree from UT Tyler are required to satisfy all requirements of the Texas Core Curriculum. The Core Curriculum objectives serve as the UT Tyler student learning outcomes for collegiate-level general education competencies of all undergraduate degree programs. Customarily, students admitted to UT Tyler are subject to the requirements of the Core Curriculum, majors, minors, and emphases/specializations in place as of their term of admission. However, any student first enrolled in an institution of higher education prior to fall 2014 shall have the choice to (1) complete the Core Curriculum requirements in effect in summer 2014, or (2) transition to the current Core Curriculum requirements. Students shall then complete the remaining requirements under the fall 2014 current Core Curriculum. Students are encouraged to see their advisors for guidance on the best option for meeting Core Curriculum requirements.

Core Curriculum and field of study requirements are normally completed at the freshmen/sophomore level. Only courses in which a

student has earned a grade equivalent of "C" or better will be acceptable for transfer. The only exception will be if a student transfers to UT Tyler Core complete from another Texas public college or university, and the transferring institution recognized a "D" as satisfying its Core Curriculum requirements.

In order to have a wide foundational basis, students may take no more than 12 hours of Core Courses in one subject area as determined by prefix, with the exception of HNRS courses. Students who take HNRS 2413, HNRS 2414 or MATH 2413, MATH 2414 to fulfill the 3 hour Mathematics Component area may use the additional one hour to count toward one hour of STEM. Students required to take co-requisite one credit hour science lab courses for degree requirements must count those lab hours in the degree and not toward core completion requirements if the cumulative credit hours exceed the maximum core curriculum requirement of 42 semester credit hours.

Please check with your advisor before registering for Core Curriculum courses to ensure that you are registered for the correct classes. (Additional acceptable Core courses may be added; check the web version of the catalog for the most current list.)

When changes occur in curricula students may elect to adopt versions of the Core Curriculum, majors, minors, or emphases/specializations that become available after their terms of admission. Approvals by the appropriate academic advisor(s) are required for any of changes to degree plans.

## Foundational Component Areas

### Communication (6 hours)

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

Two of the following courses are required:

ENGL 1301	College Composition I [TCCN: ENGL 1301]
	or
ENGL 1302	College Composition II [TCCN: ENGL 1302]
ENGL 2311	Technical and Business Writing
HNRS 1352	World, Text, and Image II
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]

### Mathematics (3 hours)

Courses in this category focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.

One course from the following:

MATH 1316	Trigonometry [TCCN: MATH 1316]
MATH 1324	Mathematics for Business and Economics I [TCCN: MATH 1324]
MATH 1325	Mathematics for Business and Economics II [TCCN: MATH 1325]
MATH 1332	Math for Liberal Arts Majors I [TCCN: MATH 1332]
MATH 1333	Math for Liberal Arts Majors II [TCCN: MATH 1333]
MATH 1342	Statistics [TCCN: MATH 1342]
MATH 1343	Statistics II
MATH 1350	Concepts of Modern Mathematics I [TCCN: MATH 1350]
MATH 2312	Precalculus [TCCN: MATH 2312]
MATH 2413	Calculus I [TCCN: MATH 2413]
MATH 2414	Calculus II [TCCN: MATH 2414]
HNRS 2413	Honors Calculus I
HNRS 2414	Honors Calculus II

### Life and Physical Sciences (6 hours)

Courses in this category focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

Two courses from the following:

BIOL 1301	Intro to Life Sciences I [TCCN: BIOL 1308]
BIOL 1302	Intro to Life Sciences II [TCCN: BIOL 1309]
BIOL 1306	General Biology I [TCCN: BIOL 1306]
BIOL 1307	General Biology II [TCCN: BIOL 1307]
BIOL 1320	Zombie Apocalypse: Biology of Disease
BIOL 1330	Biology in Pop Culture
CHEM 1305	Introductory Chemistry I [TCCN: CHEM 1305]
CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1320	Forensic Chemistry I
CHEM 1321	Forensic Chemistry II
CHEM 1330	Culinary Chemistry
CHEM 1340	The Chemistry of Luxury
CHEM 1350	Chemistry in Action
PHYS 1301	College Physics I [TCCN: PHYS 1301]
PHYS 1302	College Physics II [TCCN: PHYS 1302]
PHYS 1303	Introduction to Astronomy
PHYS 2325	University Physics I [TCCN: PHYS 2325]
PHYS 2326	University Physics II [TCCN: PHYS 2326]

### Language, Philosophy and Culture (3 hours)

Courses in this category focus on how ideas, values, beliefs, and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.

One course from the following:

ENGL 2322	English Literature to the 1780's [TCCN: ENGL 2322]
ENGL 2323	English Literature from the 1780's to the Present [TCCN: ENGL 2323]

ENGL 2350	American Literature Survey [TCCN: ENGL 2326]
ENGL 2362	World Literature through The Renaissance [TCCN: ENGL 2332]
ENGL 2363	World Literature since The Renaissance [TCCN: ENGL 2333]
ENGL 2370	Readings in American Leadership
HNRS 1351	World, Text, and Image I
PHIL 1301	Introduction to Philosophy [TCCN: PHIL 1301]
PHIL 1304	Introduction to World Religions [TCCN: PHIL 1304]
PHIL 2303	Introduction to Logic [TCCN: PHIL 2303]
PHIL 2306	Introduction to Ethics [TCCN: PHIL 2306]
PHIL 2331	Foundations of Leadership

### Creative Arts (3 hours)

Courses in this category focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.

One course from the following:

ART 1301	Introduction to Art [TCCN: ARTS 1301]
ART 1306	Art and Film
ART 2303	Art History Survey I [TCCN: ARTS 1303]
ART 2304	Art History Survey II [TCCN: ARTS 1304]
HNRS 2352	World, Text, and Image IV
MUSI 1301	Music Fundamentals [TCCN: MUSI 1301]
MUSI 1306	Music Appreciation [TCCN: MUSI 1306]
MUSI 2301	Music of the Americas
MUSI 2308	Music Literature [TCCN: MUSI 1307]
THTR 1301	The Theatre: Plays in Performance [TCCN: DRAM 1310]
THTR 1356	The Cinema: Films and Performers

### American History (6 hours)

Courses in this category focus on the consideration of past events and ideas relative to the United States, with the option of including Texas History for a portion of this component area. Courses involve the interaction among individuals, communities, states, the nation, and the world, considering how these interactions have contributed to the development of the United States and its global role.

Two of the following courses are required depending on specific degree requirements.

HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1302	United States History II [TCCN: HIST 1302]
HIST 1303	History of Technology and Innovation in U.S Society since 1865

### Government/Political Science (6 hours)

Courses in this category focus on consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Courses involve the analysis of governmental institutions, political behavior, civic engagement, and their political and philosophical foundations.

Each of the following courses are required:

- POLS 2305 Introductory American Government [TCCN: GOVT 2305]  
 POLS 2306 Introductory Texas Politics [TCCN: GOVT 2306]

**Social and Behavioral Science (3 hours)**

Courses in this category focus on the application of empirical and scientific methods that contribute to the understanding of what makes us human.

Courses involve the exploration of behavior and interactions among individuals, groups, institutions, and events, examining their impact on the individual, society, and culture.

One course from the following:

- ANTH 2346 Introduction to Anthropology [TCCN: ANTH 2346]  
 ECON 1301 Introduction to Economics [TCCN: ECON 1301]  
 ECON 2301 Principles of Macroeconomics [TCCN: ECON 2301]  
 ECON 2302 Principles of Microeconomics [TCCN: ECON 2302]  
 GEOG 1313 World Regional Geography [TCCN: GEOG 1303]  
 HIST 2321 World Civilizations I [TCCN: HIST 2321]  
 HIST 2322 World Civilizations II [TCCN: HIST 2322]  
 PSYC 1301 Introduction to Psychology [TCCN: PSYC 2301]  
 SOCI 1301 Introduction to Sociology [TCCN: SOCI 1301]

**Component Area Option (6 hours)****Human Expression (3 hours)**

One course from the following:

Communication or Language, Philosophy & Culture

- ENGL 1301 College Composition I [TCCN: ENGL 1301]  
 or  
 ENGL 1302 College Composition II [TCCN: ENGL 1302]  
 ENGL 2322 English Literature to the 1780's [TCCN: ENGL 2322]  
 ENGL 2323 English Literature from the 1780's to the Present [TCCN: ENGL 2323]  
 ENGL 2350 American Literature Survey [TCCN: ENGL 2326]  
 ENGL 2362 World Literature through The Renaissance [TCCN: ENGL 2332]  
 ENGL 2363 World Literature since The Renaissance [TCCN: ENGL 2333]  
 ENGL 2370 Readings in American Leadership  
 GATE 2301 Global Service Learning: Values and Action  
 HNRS 1351 World, Text, and Image I  
 HNRS 2351 World, Text, and Image III  
 MCOM 2307 Mass Media and Society [TCCN: COMM 1307]  
 PHIL 2331 Foundations of Leadership  
 SPCM 1311 Introduction to Communication Studies [TCCN: SPCH 1311]

**STEM (3 hours)**

One to Three courses from the following to total 3 hours:

- Life and Physical Sciences or Mathematics  
 ALHS 1315 Introduction to Nutrition [TCCN: BIOL 1322]  
 BIOL 1301 Intro to Life Sciences I [TCCN: BIOL 1308]  
 BIOL 1302 Intro to Life Sciences II [TCCN: BIOL 1309]  
 BIOL 1306 General Biology I [TCCN: BIOL 1306]  
 BIOL 1106 General Biology I Laboratory [TCCN: BIOL 1106]  
 BIOL 1307 General Biology II [TCCN: BIOL 1307]  
 BIOL 1107 General Biology II Laboratory [TCCN: BIOL 1107]  
 BIOL 1320 Zombie Apocalypse: Biology of Disease  
 BIOL 1330 Biology in Pop Culture  
 BIOL 1340 Genetics and Society  
 BIOL 1350 Science and Pseudoscience  
 BIOL 1360 Nature, the Environment, and Ecology [TCCN: BIOL 2306]  
 BIOL 2320 Introduction to Microbiology [TCCN: BIOL 2320]  
 BIOL 2120 Introduction to Microbiology Laboratory [TCCN: BIOL 2120]  
 CHEM 1305 Introductory Chemistry I [TCCN: CHEM 1305]  
 CHEM 1105 Introductory Chemistry I Laboratory [TCCN: CHEM 1105]  
 CHEM 1311 General Chemistry I [TCCN: CHEM 1311]  
 CHEM 1111 General Chemistry I Laboratory [TCCN: CHEM 1111]  
 CHEM 1312 General Chemistry II [TCCN: CHEM 1312]  
 CHEM 1112 General Chemistry II Laboratory [TCCN: CHEM 1112]  
 CHEM 1320 Forensic Chemistry I  
 CHEM 1321 Forensic Chemistry II  
 CHEM 1330 Culinary Chemistry  
 CHEM 1340 The Chemistry of Luxury  
 CHEM 1350 Chemistry in Action  
 HNRS 2413 Honors Calculus I  
 HNRS 2414 Honors Calculus II  
 MATH 1316 Trigonometry [TCCN: MATH 1316]  
 MATH 1324 Mathematics for Business and Economics I [TCCN: MATH 1324]  
 MATH 1325 Mathematics for Business and Economics II [TCCN: MATH 1325]  
 MATH 1332 Math for Liberal Arts Majors I [TCCN: MATH 1332]  
 MATH 1333 Math for Liberal Arts Majors II [TCCN: MATH 1333]  
 MATH 1342 Statistics [TCCN: MATH 1342]  
 MATH 1343 Statistics II  
 MATH 1350 Concepts of Modern Mathematics I [TCCN: MATH 1350]  
 MATH 1351 Concepts of Modern Mathematics II [TCCN: MATH 1351]  
 MATH 2113 Calculus I Computer Lab  
 MATH 2114 Calculus II Computer Lab  
 MATH 2312 Precalculus [TCCN: MATH 2312]  
 MATH 2413 Calculus I [TCCN: MATH 2413]  
 MATH 2414 Calculus II [TCCN: MATH 2414]  
 PHYS 1301 College Physics I [TCCN: PHYS 1301]  
 PHYS 1101 College Physics I Laboratory [TCCN: PHYS 1101]  
 PHYS 1302 College Physics II [TCCN: PHYS 1302]  
 PHYS 1102 College Physics II Laboratory [TCCN: PHYS 1102]  
 PHYS 1303 Introduction to Astronomy  
 PHYS 2325 University Physics I [TCCN: PHYS

PHYS 2125	2325] University Physics I Laboratory [TCCN: PHYS 2125]
PHYS 2326	University Physics II [TCCN: PHYS 2326]
PHYS 2126	University Physics II Laboratory [TCCN: PHYS 2126]

## Core Curriculum Transfer and Transient Enrollment

If a student, upon initial transfer or subsequent readmission after one full year or more of non-attendance at UT Tyler, is considered Core Curriculum complete by another Texas public institution of higher education as noted on the student's official transcript from that institution, they are considered Core Curriculum complete by UT Tyler.

In both scenarios academic credit will be awarded for all courses the previous institution has specifically listed on the student's official transcript as applying toward that institution's Core Curriculum, even if those courses do not otherwise meet standard transfer credit requirements. For example, this allows for Core Curriculum courses with a grade of 'D', which are typically rejected, to be accepted.

Any student concurrently enrolled at more than one institution of higher education must follow the Core Curriculum of the institution in which they are classified as a degree-seeking student. Accordingly, all degree-seeking students at UT Tyler must meet the Core Curriculum requirements set forth by UT Tyler to be considered core complete. Students who complete the Core Curriculum of another institution while enrolled at UT Tyler as a degree-seeking student are, regardless of their status with the other institution, only considered Core complete if their coursework satisfies all Core Curriculum requirements at UT Tyler.

Students wishing to complete coursework toward the Core Curriculum at another institution while enrolled as a degree-seeking student at UT Tyler must file an Undergraduate Transient Form.

## Pre-Professional Programs

For information on pre-law, pre-theology, pre-med, pre-veterinary or pre-dental programs, see the College of Arts and Sciences section of this catalog.

## Double Major

Students at UT Tyler may earn a degree with a double major by completing all requirements set forth by each major. No fewer than 12 semester credit hours in each major field of study must be completed in residence at UT Tyler. Students in pursuit of a double major must meet with an advisor for each major. Both advisors must be made aware the student is in pursuit of a double major so a combined degree plan may be created to satisfy all requirements for both majors.

To qualify as a double major, both majors must end with the same degree type (B.A., B.S., B.B.A., etc.) and be awarded in the same semester. If the two majors end in different degree types, the two

majors do not constitute a double major; two majors that do not share a common degree type constitute a double degree (see double degree requirements). If a student in pursuit of a double major chooses to graduate with one major before completing both, then the second major will become a second baccalaureate degree (see second baccalaureate requirements).

Students earning a degree with a double major will receive a single diploma stating their degree (ex. Bachelor of Arts, Bachelor of Science, etc.) and listing both majors. The transcript will show a single degree posting which lists both majors.

A minor is not required for students completing double majors.

## Double Degree

To qualify for a double degree (for, example, a BA degree and a BS degree), a student must complete the major requirements for both degrees as stated in the catalog. Students seeking a double degree should consult with advisors for each degree. Both degrees must be completed in the same semester, and two separate graduation applications must be submitted. Students earning a double degree will receive a diploma for each degree. The transcript will show separate degree postings for each degree earned.

## Second Baccalaureate Degree

Each candidate for a second, or subsequent, baccalaureate degree must fulfill the following requirements:

1. Complete all upper-level and lower-level requirements for the major.
2. Complete, with grades of "C" or better, six hours of U.S. History, three hours of Texas Government, and three hours of U.S. Government (if not taken as part of a prior degree).
3. Complete a minimum of 30 hours of resident credit in addition to those required for the prior degree(s).
4. Maintain a 2.0 overall grade point average or higher if required by a specific major.
5. File for graduation on or before the Final Filing Deadline for the semester of graduation. See Graduation Guidelines below.

## Graduation Guidelines and Procedures

### Catalog of Graduation

In order to graduate, a student must fulfill catalog requirements in effect at matriculation or any subsequent catalog during their period of enrollment. A catalog over six years old may be used to determine requirements for a degree only if the student has been enrolled continuously in fall and spring semesters. If a student has not enrolled at UT Tyler in the past year, the student is required to complete a readmission application. Students who complete a readmission application are admitted under the catalog in effect at the time of readmission.

## Filing for Graduation

All students at UT Tyler must formally apply for graduation by completing the following guidelines:

1. Pay the non-refundable Graduation App Access Fee via their Student Center or at the Enrollment Services Center\* (ADM230).
2. Formally apply for graduation using the Apply for Graduation feature in their Student Center between the First Date to File and Final Filing Deadline for the semester in which they plan to graduate.

In order to facilitate a timely pre-graduation review of their graduation eligibility, all students are highly encouraged to apply prior to the Priority Filing Date for their term of graduation, as listed below.

*\*Students attending the Longview or Palestine campuses may pay the graduation fee at the main offices on those campuses.*

### First Date to File:

*This date is approximately 9 months prior to the Final Filing Deadline.*

Fall graduation	January 2
Spring graduation	June 1
Summer graduation*	September 15

### Priority Filing Dates:

*This date is two weeks after enrollment for the term opens.*

Fall graduation	April 17
Spring graduation	November 15
Summer graduation*	February 15

Students must file for graduation no later than the Final Filing Deadline, as listed below, for the term in which they wish to graduate. All Final Filing Deadlines will be extended to the next available business day in the event they fall on a weekend or holiday. The Final Filing Deadlines for Fall and Spring terms are also the deadline for inclusion in the commencement program. The Apply for Graduation feature will not allow students to file for graduation in any term after the relevant Final Filing Deadline.

### Final Filing Deadlines:

Fall graduation	October 2
Spring graduation	March 1
Summer graduation*	June 15

\*Summer graduates must participate in the following Fall commencement ceremony, and are automatically included in the program. Early participation in the preceding Spring ceremony is not permitted.

Students will receive updates on the status of their Application for Graduation from the department of their major field of study. Updates about the commencement ceremonies will be distributed by the Office of the Registrar.

Additional information regarding graduation processes and commencement exercises is available at [www.uttyler.edu/registrar/graduation](http://www.uttyler.edu/registrar/graduation).

## Graduation with Honors

Candidates for the Baccalaureate degree may graduate with academic honors if they complete a minimum of 45 semester hours of undergraduate credit at UT Tyler. Only semester hours which earn grade point credit may be used to satisfy the 45-semester hour requirement. Second Baccalaureate degree candidates are eligible for academic honors if they complete a minimum of 45 semester credit hours of resident credit in addition to the hours required for the first degree. No duplication of hours from a previous degree can be used toward the 45 hour requirement.

Honors will be awarded to the following final grade point averages:

<i>Summa Cum Laude</i>	3.90 to 4.00
<i>Magna Cum Laude</i>	3.70 to 3.89
<i>Cum Laude</i>	3.50 to 3.69

This recognition will be noted on the student's transcript and diploma after official verification of final grades. Honor Cords will be presented at the Commencement Ceremony based on the students' semester credit hours and grade point average as-of the semester prior to graduation; this may differ from honors earned after official verification of final grades.

## Verification of Degree

A degree will not be granted until all requirements have been verified. All graduation requirements (e.g. grades of incomplete, transcripts from other institutions) must be satisfied within 30 calendar days following the final day of the semester of graduation as listed in the Academic Calendar. If the requirements have not been verified by this date, the student will be denied graduation and must re-file for graduation subject to the filing for graduation guidelines.

## Economics of Timely Graduation

Students need to understand that there are real and significant economic benefits to maintaining good progress toward their degrees and graduating in four years or less. Students who take five years to graduate will pay an additional \$115 in academic costs, and students who take six years to graduate will pay an additional \$232 in total academic costs compared to students who graduate in four years. More important than these costs are the earnings students lose by delaying graduation. Data from the United States Census Bureau indicate that young college graduates earn about \$13,000 more per year than young adults with only some college. Thus students who graduate in five years forfeit \$13,000 in earnings, and those who graduate in six years forfeit \$26,000 compared to students who graduate in four years.

# UNDERGRADUATE ACADEMIC POLICIES

## Undergraduate Scholastic Load

The minimum credit hour load to be considered a full-time undergraduate student is 12 semester hours during the fall, spring, or summer semester. The maximum credit hour load permitted is 18 semester hours during a fall or spring semester, and 12 semester hours during the summer semester. Students wishing to exceed the maximum credit hour load must obtain permission from the Dean of the College of their major. In the summer semester sessions, students may not exceed 3 credit hours in the Short Summer session, 6 credit hours in each of the Summer I or Summer II sessions, or 12 credit hours in the Long Summer session. Enrollment status is defined in terms of semester credit hours.

Students admitted to a Graduate Program to take graduate coursework simultaneously with the last semester of their Undergraduate Program may enroll in no more than 18 total credits, and no more than six of those credits may be in the Graduate Program

Enrollment Status per Financial Aid regulations (minimum credits required):

<u>Full-Time</u>	<u>3/4 Time</u>	<u>Half-Time</u>	<u>Less Than Half</u>
12	9	6	5 or fewer

## Course Numbering System

The course numbering system consists of a four-letter discipline abbreviation followed by a four-digit number. The first digit represents the level of the course: freshman level courses are 1000 series, sophomore level courses are 2000 series, junior level courses are 3000 series, and senior level courses are 4000 series. The second digit indicates the semester credit hour value of the course. The last two digits are the distinguishing numbers of the course within the department.

## Registration Procedures

UT Tyler encourages students to participate in the online registration periods for which scheduled dates and times are published in a brochure each semester. Online registration is made available via the *myUTTyler* system. Students may add and drop during the period beginning the first day of online registration and ending on the Census Date. Students desiring to add and drop during this period of time may do so through the registration process at the Enrollment Services Center. Some enrollments may require additional permissions.

## Course Enrollments

The university reserves the right to cancel a scheduled course upon evidence of inadequate enrollment. Normally a minimum of ten students is required in an undergraduate course.

## Course Syllabi

Links to course syllabi for courses taught in the current semester may be found at <http://www.uttyler.edu/catalog/syllabi.php>. Course syllabi are posted at least 2 weeks before the beginning of each semester.

## Visitation Policy

Campus facilities are not open for general public use. Individuals not enrolled in a course must have prior approval of the instructor to visit a class.

## Auditing

Audits may only be processed during the period from the first day of courses through Census Date of each session. As Audits differ significantly from regular enrollments, individuals should be aware of the following characteristics of Audited courses:

- An automatic grade of 'AU – Audit' will be assigned at the time of registration
- Courses with the 'AU' grade cannot be dropped once added
- Courses with the 'AU' grade do not earn academic credit
- Courses with the 'AU' grade do not qualify students for advanced standing examinations
- Participation in class activities is at the sole discretion of the instructor
- Audit fees are non-refundable and are based on the total credit hours of Audited courses as follow:
  - 1-4 hours = \$50
  - 5-8 hours = \$100
  - 9-11 hours = \$150
  - 12-14 hours = \$200
  - 15 or more hours = \$250
- Certain courses are ineligible for Audit registration including, but not limited to:
  - Any course offered on an individual instruction basis
  - Any course requiring the use of laboratories, computers or studio spaces
  - All courses offered through the Ben and Maytee Fisch College of Pharmacy

A student may Audit one or more courses by taking the following steps:

1. New students must obtain an Audit Application from the Enrollment Services Center (ADM 230); current students proceed to step two.
2. Complete the Course Audit Request form available in the Enrollment Services Center (ADM 230). One form must be completed per course being audited.
3. Obtain required signatures of the Instructor and either the Chair or Dean.
4. To register, return the completed Course Audit Request form to the Enrollment Services Center (ADM 230).

5. Make payment of all applicable audit fees at the Enrollment Services Center (ADM 230).

Students who are residents of the State of Texas and are 65 years of age or older may claim an exemption from audit fees at the ESC at the time of registration.

## Declaration/Change of Major

All undergraduate students are required to declare a major, and are encouraged to do so at the time of application to the University. In accordance with House Bill 3025, any student who has earned 45 or more credit hours without declaring a major must do so no later than the end of the second regular (fall/spring) semester following the semester in which the student's earned credit hour total reached 45 or more. Failure to do so will result in the student being blocked from registering for courses until a major has been declared. The change of major form can be submitted to the Enrollment Services Center upon completion. If a student decides to change majors, the student should consult with both the advisor in the current major and in the new major.

Students who change majors must meet the specific requirements for the new major as stated in the catalog in effect at the time of the change of major. See the Core Curriculum Requirements policy for additional information regarding changes of major and other degree plan requirements.

## Degree Plan/Patriot Advisement Report (PAR)

Actively enrolled students can access their official degree plan, the Patriot Advisement Report (PAR), through the *myUTTyler* system. Any exceptions to the PAR must be approved by an academic advisor.

## Required Academic Proficiency Assessment

All junior level students, including transfer students, are required to complete the ETS<sup>R</sup> Proficiency Profile assessment test after completion of 60 semester credit hours. Students who have not completed the assessment before registering for 90 semester credit hours will have a hold placed on their registration. Students pursuing a *second* baccalaureate degree are exempt from the assessment requirement.

Completing the assessment is a graduation requirement although individual student scores are not used by the University. There is no student fee for the assessment.

The ETS<sup>R</sup> Proficiency Profile is offered at the main Tyler Campus, the Longview University Center, and the Palestine Campus and for UT Tyler engineering students at the Houston Community College District – Alief Campus.

Additional information including the schedule and location for the Tyler campus Testing Center is posted at <http://www.uttyler.edu/aie/profile.php>.

Students who test at the Longview University Center should call 903-663-8000 or send an email to [luctesting@uttyler.edu](mailto:luctesting@uttyler.edu) to schedule an assessment session.

Students who test at the Palestine Campus should contact the Support Services Analyst at 903-727-2317.

UT Tyler Houston Engineering students on the Alief Campus should contact Christine Smith at 903-565-6570.

Students who qualify for special accommodations should contact their testing site proctor.

## Grading System

At the end of each regular semester and summer session, grades are available to the student through the student information system by web access.

Grades, levels of performance, and grade points awarded for undergraduate coursework at UT Tyler are as follows:

Grade	Level of Performance	Grade Points
A	excellent	4
B	good	3
C	fair	2
D	poor	1
F	failing	0

Designations and other symbols that do not earn grade points and are not used for calculation of grade point averages are as follows:

### symbol

CR	credit with semester credit hours awarded (See Credit/No-credit option policy.)
NC	no-credit with no semester credit hours awarded (See Credit/No-credit option policy.)
I	incomplete coursework (See Incomplete policy)
W	withdrawal (See Withdrawal policies)
Q	withdrawal exempt from 6 Drop Rule (See 6 Drop Rule)
AU	audit
IP	indicates In Progress; grade is changed only when coursework sequence is completed

There is a one-year time limit for grade changes and only the original instructor of the course may change a grade; in cases where the original instructor is no longer employed by UT Tyler, the department chair may submit a grade change on their behalf. CR, P, Q, W, and AU designations may not be changed to letter grades. An "I" must be resolved within one year. Grades of "I" not resolved

within one year will automatically lapse to grades of "F". See specific sections that elaborate on the institutional policies concerning the designations CR/NC, I, IP, Q and W.

## Calculation of Grade Point Average

Grades A, B, C, D, and F and the associated semester credit hours will be used to calculate grade point averages. The designations I, Q, W, CR, NC, and AU and the associated semester credit hours will not be used.

If a student repeats a course and requests grade forgiveness, only the last grade earned and the last semester credit hours attempted are used to compute the grade point average. If grade forgiveness is not requested, then both grades will be calculated and used to compute the grade point average (See Repeating Courses (p. 39) and Grade Forgiveness Policy (p. 40)). If the student receives a Q, W or I in the repeated course, then the previous grade continues to be used to compute the grade point average.

Hours and grade points earned at other institutions are not used in computing the grade point average.

Grade point averages are truncated at two decimal places, without rounding.

## Credit/No-Credit Option

Students may elect to enroll in some courses on a credit/no-credit basis. Certain courses in the curriculum may be taken only on a credit/no-credit basis. The following provisions apply to courses taken on a credit/no-credit basis:

1. Registration Form requiring the signature of the student's advisor.
2. The designation CR will not be changed to a grade of A, B, C, or D.
3. The designation of CR and NC will not be used in calculating the grade point average.
4. The designation CR will be counted toward the total number of hours passed.

*NOTE: Students intending to apply to law school should not take courses using the CR/NC option as most law schools interpret a CR as a "C" and an NC as an "F."*

## Incomplete Policy

If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor; and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be

completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F, or to NC if the course was originally taken under the CR/NC grading basis.

## IP Grade

The IP "in progress" grade is used for pre-defined courses such as internship or supervised practice in a public school setting that normally extend past the grading period deadline. It may also be used for a sequence of courses such as thesis and dissertation where a final grade is not recorded until the sequence is completed.

Courses that use the "IP" grade are designated as such during the course approval process or grandfathered in on approval of the Office of Academic Affairs. The "IP" grade can only be applied to such courses and does not substitute for the "I" grade. An IP grade remains on the transcript until the final grade is changed via the Change of Grade Form.

Courses graded IP are not used in calculating a student's grade point average until graduation. At that time, courses still on the record as IP will be treated as courses attempted, but the IP will remain.

## Repeating Courses

A student may repeat any course previously taken at UT Tyler that would not normally be repeatable for credit if the last grade received in the course meets the criteria for their career level, which is "D" or "F" for undergraduate students and "C", "D" or "F" for graduate and doctoral students. Repeated courses may not be taken on a CR/NC basis. Students repeating a single course more than two times may be billed at a higher tuition rate. All grades will appear on the student's official transcript. Once the degree has been awarded by UT Tyler, a student may repeat a course taken prior to graduation, but the repeated course will not be used to recalculate the grade point average.

Students who repeat a course in which they previously earned credit hours based on a grade of "D" or higher, and earn an additional grade of "D" or higher, without using the grade replacement option (See Grade Replacement policy) may only apply earned credit hours from one course completion toward the 120 unique credit hours required for a baccalaureate degree (See General Baccalaureate Degree Requirements) or the hour requirements for a graduate/doctoral degree.

Students cannot enroll in repeated courses through the myUTTyler Student Center; submission of a Course Repeat / Grade Replacement Enrollment Form to the Enrollment Services Center is required for all course repeats. See the Grade Replacement policy for additional details.



## Grade Replacement

A student may request grade replacement only for three course repeats (See Repeating Courses policy) during his/her undergraduate career at UT Tyler. Grade replacement means that only the last grade earned is used to compute the grade point average. However, all grades will appear on the student's official transcript. Students must complete a Course Repeat / Grade Replacement Enrollment Form and note the repeated course as "For Grade Replacement" at the time of enrollment.

In cases where a student repeats an eligible course without requesting grade replacement, or has exhausted their available number of "For Grade Replacement" repeats, the student must note the course as repeated "Not For Grade Replacement" on a Course Repeat / Grade Replacement Enrollment Form at the time of enrollment. If a student selects "For Grade Replacement" after exhausting their available grade replacements, the form will be processed as if "Not For Grade Replacement" were selected. For all course repeats using the "Not For Grade Replacement" option, both the original and last grade earned in the course will be used to calculate the overall grade point average.

If a student attempts to repeat a course but withdraws and receives an automatic "Q" or "W," the attempt counts against the grade replacement limit and the original grade remains. Students may, on or prior to the Census Date, request in writing to change their "For Grade Replacement" / "Not For Grade Replacement" selection for a repeated course by contacting the Enrollment Services Center.

A student may not exercise grade replacement for courses taken at UT Tyler and repeated at another college or university, nor may grade replacement be used when a course taken elsewhere is repeated at UT Tyler. The grade replacement option may not be exercised to remove a grade awarded in a case of academic dishonesty. Once a degree has been awarded by UT Tyler, grade replacement may not be used to replace a grade taken before that degree was awarded.

## Academic Waivers and Substitutions

1. A student may request waivers or substitutions relating to specific degree requirements by submitting a written request to the dean of the college in which the student is majoring. In no instance may a waiver reduce the number of hours required for graduation in a degree program.
2. Waivers not involving institutional requirements may be granted by the dean after consultation with the faculty advisor and department chair. Requests for waivers of institutional requirements must be approved by the Provost and Vice President for Academic Affairs or designee following a recommendation from the dean.

## 6-Drop Rule

Any student who began college for the first time as a freshman in Fall 2007 or thereafter may not drop more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the

published Census Date (See Academic Calendar located at <http://www.uttyler.edu/calendar/> for the date).

Exceptions to the 6-drop rule include, but are not limited to, the following:

1. totally withdrawing from the university;
2. being administratively dropped from a course by an instructor or the university;
3. dropping a course for a provable illness or disability, for care for a sick or injured person, or for a death in the immediate family or a person who has a sufficiently close relationship to the student;
4. dropping a course for documented change of work schedule;
5. dropping a course for active duty service with the U.S. armed forces or Texas National Guard;
6. dropping a course that does not carry college-level credit such as a developmental course or a zero-credit course; or
7. dropping courses taken as required co-requisites such as a lecture class with a required laboratory. In such cases the lecture and lab are counted as one drop when dropped at the same time.

Petitions for exemptions must be submitted to the Enrollment Services Center and accompanied by documentation of the extenuating circumstances beyond performance in the course. Please contact the Enrollment Services Center if you have any questions.

A grade of "Q" will appear on the official transcripts of any student who has dropped a course where an exemption or exception was granted; this takes the place of the standard "W" grade. All Texas institutions are required to honor the exemptions and exceptions granted by a transferring institution. Procedures for implementing the law vary among institutions. Therefore, students have an obligation to keep track of the number of non-exempted dropped courses across all institutions to ensure that they do not exceed the six dropped courses limit.

## Withdrawals

### Withdrawals for All Students

Prior to the first day of classes, students should conduct all drops online via their Student Center in the myUTTyler system. This functionality is disabled once classes begin for each term.

### Partial and Complete Withdrawals

From the first day of classes through the Last Day to Withdraw, students may process a partial withdrawal (dropping from one or more but not all of their classes) or complete withdrawal (all classes in a term) via the online Course Drop or Withdrawal Request Form, available here, and processed fully online. During the first three days of each Fall and Spring semester only, students may also complete a paper Course Drop or Withdrawal Request form, which is available at the Enrollment Services Center (ADM 230). For partial withdrawals, undergraduate students must obtain a signature from their Academic Advisor, or the course instructor, for each course to be dropped. Drops/withdrawals after Census Date and before the Last Day to Withdraw will result in a grade of W. Courses dropped prior to Census Date won't appear on the student's record or the transcript. Emailed, mailed, or faxed requests will not be processed.

All drops/withdrawals are final once processed. Students should take care to complete their web-form accurately prior to submission for processing.

- All drop/withdrawal requests will be processed as of the date the request is submitted via the web-form.
- If more than one form is submitted, each submission will be processed as of the date submitted.
- Students may not officially withdraw from a course after the "Last Day to Withdraw," as listed on the Academic Calendar. Late submissions will not be processed. Students who miss the withdrawal deadline or cease to complete work toward their courses after this point will automatically receive an F, or whatever grade they would earn based on their already completed work in the course.
- After the Last Day to Withdraw, students should complete the Unofficial Withdrawal Form for Financial Aid to notify the University of their intent to cease attendance for any course or for the entire term. The date on which a student submits an Unofficial Withdrawal Form for Financial Aid will serve as the official date for Title IV purposes.

Dropping or withdrawing from classes may affect financial aid eligibility, veteran's benefits, athletic eligibility, housing, or international student status. Students must consult with those departments prior to dropping or withdrawing.

All partial withdrawals by undergraduate students seeking their first baccalaureate degree are subject to the provisions of the 6-Drop Rule, except as noted here; students who have exceeded the number of allowed non-exempt drops under the 6-Drop Rule will be ineligible to complete partial withdrawals. Complete withdrawals for undergraduate students seeking their first baccalaureate degree, and all withdrawals by other student populations, are exempt from the 6-Drop Rule.

Students who feel their ability to withdraw was negatively impacted by circumstances beyond their control, or those who believe they may qualify for an exception under the 6-drop Rule, may submit an appeal to the Student Appeals Committee.

#### **Withdrawals as part of a Swap**

Students seeking to swap courses (add one course to replace another) during the period from the first day of classes through the Census Date of any session should not submit a withdrawal request for the course being dropped as part of their swap. Doing so will result in the student remaining enrolled in the course being dropped until the drop request has been processed, and may result in the student being dropped for non-payment if arrangements have not been made to cover charges for both courses.

Students completing a swap during this period should do so by either submitting a Registration Form to the Enrollment Services Center (ADM 230), or sending an email containing detailed information about the courses to be added/dropped from their UT Tyler student email account to [Enroll@uttyler.edu](mailto:Enroll@uttyler.edu). In the case of emailed requests, the swap will be processed effective the date the email was received.

#### **Withdrawals for Pharmacy Students**

Pharmacy students must follow the procedures outlined by the College of Pharmacy Office of Academic Affairs.

#### **Withdrawals for International Students, Veterans, Student Athletes, Scholarship Recipients, and Students with Financial Aid Awards**

International students, veterans receiving VA benefits, student athletes, scholarship recipients, and any students who have been awarded financial aid wishing to submit any withdrawal form must obtain the appropriate approval during the online processing of the form. Housing and Student Business Services will be notified after the withdrawal has been processed.

Students in these groups must consult with the appropriate advisor before any schedule changes are made, as changes may negatively impact their status, benefits or eligibility.

For Information about submitting the online Course Drop or Withdrawal Request Form, please contact the Enrollment Services Center:

Phone: 903-566-7180

Email: [enroll@uttyler.edu](mailto:enroll@uttyler.edu)

### **Medical Withdrawal/Course Load Reduction**

Students who experience a significant medical or mental health issues may request withdrawal or a reduction in their course loads without unnecessary academic penalty. All requests will require documentation from a medical/mental health professional.

A medical withdrawal/course load reduction from the university can be granted only for the current or immediately preceding semester.

Dropping or withdrawing from classes may affect financial aid eligibility, veteran's benefits, athletic eligibility, housing, or international student status. Students must consult with those departments prior to dropping or withdrawing. All drops or withdrawals approved for undergraduate students will result in grades of "Q" that are exempt from the 6-Drop Rule.

#### **Request Procedures**

To request a medical withdrawal/course load reduction a student may submit an Application for Medical Withdrawal/ Course Load Reduction document, with the Medical Withdrawal/Course Load Reduction option selected, to the Student Counseling Center (UC 3170) either in-person or via their Patriot email to [Meddrop@uttyler.edu](mailto:Meddrop@uttyler.edu). The following required documentation must be provided for all appeals:

- A typewritten request with an explanation of why the student is requesting a withdrawal or course load reduction, including the dates of when the problem started and specifically regarding how the problem affected the student's ability to complete the semester in question.
- The class(es) you wish to drop, and the last date of attendance/participation in each.
- Official supporting documentation from a licensed doctor, physician, medical professional, or mental health professional who has provided long-term care to, or recently evaluated, the student. Documentation from a recent hospitalization, if relevant, should also be provided.

The application and all associated documents will be forwarded to the Medical Withdrawal Committee, which consists of licensed professionals from the Student Counseling Center and the Student Accessibility and Resources office, for review. Applications submitted without appropriate documentation may be subject to automatic denial.

Students will receive an email notification at their Patriot email regarding the outcome of their appeal after the Committee has reached its decision. Students may also be contacted by the Committee to request additional documentation or information prior to a decision being rendered.

Students whose requests are not approved by the Committee may contact the Associate Dean of Students (903.566.7197) directly to discuss additional resources and options.

### Confidentiality

Any supporting documentation will be considered confidential and treated as such by the Committee and will not be shared outside the Committee unless a special request has been made by the Provost or Provost's designee on a need-to-know basis. The student's written request for the withdrawal, all supporting documentation, and the committee's recommendation will remain the responsibility of the Associate Dean of Students and will be stored securely in the Student Counseling Center. For each approved application, the final recommendation will be forwarded to each office that must be involved in its processing, where related records will be retained as necessary. These offices may include the Office of the Registrar, Financial Aid, Enrollment Services, Student Business Services, International Programs, and the Veteran's Resource Center. If false information or documentation is provided as part of the application process the documentation will be provided to appropriate University officials.

## Withdrawal for Active Military Service

If a student withdraws because of a call to active military service, the university, at the student's option, shall:

1. refund the tuition and fees paid by the student for the semester in which the student withdraws;
2. grant a student, who is eligible under the institution's guidelines, an incomplete grade in all courses by designating "withdrawn-military" on the student's transcript; or
3. as determined by the instructor, assign an appropriate final grade or credit to a student who has satisfactorily completed a substantial amount of coursework and who has demonstrated sufficient mastery of the course material. (See Excused Absences for Active Military Service (p. 43))

Students must provide a copy of their official orders, or a statement from their commanding officer, to the Enrollment Services Center as part of exercising a withdrawal under this policy.

## Class Attendance/Excused Absences

Class attendance is the responsibility of the student. When a student has a legitimate absence, the instructor may permit the student to complete missed assignments. In many cases, class participation is a significant measure of performance, and non-attendance may

adversely affect a student's grade. When a student's absences become excessive, the instructor may recommend that the student initiate a withdrawal. Instructors shall include a statement in each course syllabus indicating how a student is to make up assignments missed which result from a legitimate absence.

## Excused Absence for University Events or Activities

When it is necessary for students to miss one or more regularly scheduled classes in order to participate in an official university event or activity, faculty sponsors and program directors will assist students to assure they have the opportunity to make up missed work. In doing so they are requested to observe the following procedures:

1. At least one month prior to the date(s)\* on which students will be absent from class, the faculty sponsor or program director shall send a memorandum to the Chief Student Success Officer. This memorandum shall include information concerning the nature of the event or activity, the date(s) on which students will be absent from class, and the names of the students involved. The Chief Student Success Officer approves the requested student absence by initialing the memorandum and returning it to the faculty sponsor or program director.
2. The faculty sponsor or program director provides copies of the memorandum to the students.
3. Each student delivers a copy of the memorandum to the instructors, in person, at least two weeks\* prior to the date of the planned absence. At that time the instructor will set a date and time with the student when the make-up assignment or equivalent work will be completed. Make-up work will be mutually arranged; however, availability of the instructor will be given priority in setting the arrangements.
4. It is expected that students will not abuse the privilege of being absent from class for authorized university events or activities.

*\*Events scheduled within the first month of an academic term may require a shortened lead time.*

## Excused Absence for Religious Holy Days

An institution of higher education shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

Any student seeking to be excused for religious observance, must provide written notification to the instructors at least two weeks\* prior to the date of the planned absence. At that time the instructor will set a date and time with the student when any make-up assignment or equivalent work will be completed. Make-up work will be mutually arranged; however, availability of the instructor will be given priority in setting the arrangements.

It is expected that students will not abuse the privilege of being absent from class for religious observance.

*\*\*Events scheduled within the first month of an academic term may require a shortened lead time.*

## Excused Absence for Active Military Service

Any student who has been called up for military service after a semester begins should immediately provide the Enrollment Services Center and course instructors a copy of the military orders. Such students are excused from attending classes, turning in assignments, taking examinations or participating in any other required activity **if the absence is for no more than 25% of the total number of class meetings** (excluding final examination period). If the absence is for more than 25% of the class meetings, please refer to the policy on Withdrawal for Military Service.

Within 5 days of the student returning to UT Tyler from active service, he or she shall notify the Enrollment Services Center and course instructors. The student will be allowed to complete all assignments and examinations within a reasonable time as agreed upon by the course instructors and under the same requirements in effect when the student enrolled in the course.

Should any dispute arise as to the student's inability to complete assignments or examinations within a reasonable time after the absence, the student should first seek informal resolution with the faculty member, the department chair and then the dean of the college in which the course or courses are located. If an informal process is not successful, the student may institute a grade grievance process after the final course grade is recorded.

## Absence Due to Injury, Illness, Death, or Major Illness in a Student's Immediate Family

When a student has an injury/illness that is too severe or contagious for the student to attend class or when a student experiences a death or major illness in their immediate family the student may request of an instructor that the absence be excused. Instructors are encouraged to review documentation on a case by case basis and allow students to make up missed coursework. Should an instructor(s) deny a request for an injury/illness or family emergency the student can contact the academic chair or dean the course reports to for further review.

## Final Examinations

Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members are required to maintain student final examination papers for a minimum of three months following the examination date.

## Graduate Courses Taken by Undergraduates

Students admitted to a graduate program to take graduate coursework simultaneously with their undergraduate program may enroll in no more than 18 total credits, and no more than six of those credits may be in the graduate program. Simultaneous enrollment in graduate and undergraduate courses is subject to the following conditions:

1. The student must be within 12 semester hours of graduation.
2. Student must apply for undergraduate graduation by the Priority Filing Date.
3. Student must apply for and receive provisional admission to a graduate program.
4. Enrollment in each graduate course must receive prior approval by the graduate advisor or appropriate department chair of the college offering the course.
5. The approval must be submitted by the student to the Enrollment Services Center at the time of registration. The preceding conditions do not apply to students in the Integrated BBA/MAcc or 4+1 programs.

## Academic Honors

### President's Honor Roll

In order to qualify for the President's Honor Roll, a student must have completed, in one semester, 12 or more semester hours of undergraduate college-level credit with a grade of A in all courses. To be considered for such recognition in any semester, a student must qualify as a matriculated student pursuing a first bachelor's degree. The President's Honor Roll is awarded in Fall and Spring semesters only.

### Dean's List

In order to qualify for the Dean's List, a student must have completed 12 or more semester hours of undergraduate college-level credit in the awarding semester with a grade point average of at least 3.75. Students named to the President's Honor Roll are not named to the Dean's List. To be considered for such recognition in any semester, a student must qualify as a matriculated student pursuing a first bachelor's degree. The Dean's List is awarded in Fall and Spring semesters only.

## Academic Probation/Suspension

### Probation

A student who has a cumulative grade point average of less than a 2.0 will be placed on academic probation. For the purposes of determining academic probation, the summer sessions combined are treated as one semester.

Students on academic probation who fail to earn a semester grade point average of at least 2.0 will be placed on academic suspension.

A student on academic probation should not register for more than 12 semester hours and must obtain the advisor's or department chair's approval to register.

Hours and grade points earned at other institutions are not used in computing the grade point average.

Students who leave the university while on academic probation will retain probationary status on their return.

## Suspension

Students on academic probation who do not earn a semester grade point average of 2.0 or above in the next semester of enrollment will be placed on academic suspension. Students on academic suspension will not be eligible to enroll for classes at UT Tyler for the period listed below. Readmission after the first or second suspended term will require the permission of the student's advisor or department chair, and the dean of the college of their major.

*First Academic Suspension*-- one regular semester or one full summer

*Second Academic Suspension*-- 12 months

*Third Academic Suspension*-- Permanent Dismissal.

Petitions for readmission to the university following the first and second suspensions may be obtained from the Enrollment Services Center. It is recommended that the petition be submitted, with appropriate permissions, six weeks prior to the beginning of the semester in which the student wishes to enroll.

Former students who received a third suspension prior to the Fall 2006 semester may petition the Office of Academic Affairs to request readmission to the university. Petitioners must provide a detailed statement, with appropriate supporting documentation, addressing their preparedness for readmission. Upon review of all supplied materials, a decision to grant readmission or uphold Permanent Dismissal status will be issued; this decision is final. If readmission is granted the student will be readmitted under the same restrictions as a student returning from a second academic suspension under the current Catalog, and any subsequent suspension will result in Permanent Dismissal with no option to petition for readmission. Students who received a third suspension in Fall 2006, or any subsequent semester, may not petition for readmission.

A student admitted to the university after having been suspended will be subject to the same restrictions as students on academic probation upon their return.

## Academic Probation/Suspension for First-time Freshmen

Probationary or suspended students who are first-time freshmen will be required to participate in academic support programs such as Mentoring and Advising Patriots for Success (MAPS). Failure to participate in the required program(s) may result in additional registration and enrollment restrictions. First-time freshmen will need to consult with their advisor to plan an appropriate support program and to determine the steps necessary for compliance. A student who fails to comply by the deadline will be enrolled in the appropriate support program's associated course at the university's discretion and will receive notification via Patriot email.

## Grade Appeals

Disputes regarding grades must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade; this is

separate from the Application for Appeal form submitted to the Student Appeals Committee, which does not rule on grade disputes as described in this policy. If the student is not satisfied with the decision, the student may appeal in writing to the Chairperson of the department from which the grade was issued and subsequently to the Academic Dean. In situations where there is an allegation of capricious grading, discrimination, or unlawful actions, appeals may go beyond the Academic Dean to the Provost and Vice President for Academic Affairs. Grade Appeal Forms are available in each academic dean's office.

## Non-Grade Academic Student Complaints

Students wishing to formally file an academic complaint, other than a grade appeal, may do so at <https://www.uttyler.edu/academicaffairs/student-complaint.php>. All complaints will be directed to the appropriate source for resolution within 10 work days of being received.

## Student Records

### Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, and the Texas Public Information Act, Texas Government Code §552.001 et seq., are respectively a federal and state law that mandate the review and disclosure of student educational records. In accordance with these laws, the University has adopted the following policy. Individuals are informed of their rights under these laws through this policy, which is included in the University Handbook of Operating Procedures (HOP) and Catalog. The Catalog is available on the UT Tyler website and the HOP is available in the University Library, administrative offices, and on the UT Tyler website.

The University will not permit access to or the release of personally identifiable information contained in student education records without the written consent of the student to any party, except as follows:

1. to appropriate university officials who require access to educational records in order to perform their legitimate educational duties;
2. to officials of other schools in which the student seeks or intends to enroll, upon request of these officials, and upon the condition that the student be notified and receive a copy of the record if desired;
3. to federal, state, or local officials or agencies authorized by law;
4. in connection with a student's application for, or receipt of, financial aid;
5. to accrediting organizations or organizations conducting educational studies, provided that these organizations do not release personally identifiable data and destroy such data when it is no longer needed for the purpose it was obtained;
6. to the parents of a dependent student as defined in section 152 of the Internal Revenue Code of 1954, provided a reasonable effort is made to notify the student in advance;
7. in compliance with a judicial order or subpoena, provided a reasonable effort is made to notify the student in advance unless such subpoena specifically directs the institution not to disclose the existence of a subpoena;

8. in an emergency situation if the information is necessary to protect the health or safety of the students of other persons; or
9. to an alleged victim of any crime of violence, the results of the alleged perpetrator's disciplinary proceeding may be released.
10. research papers and theses authored by the student will be available to interested members of the public.

The University will release information in student education records to appropriate University officials as indicated in (1) above when such records are needed by administrators, faculty, or staff in furtherance of the educational or business purposes of the student or University.

A record of requests for disclosure and such disclosure of personally identifiable information from student education records shall be maintained in the Office of the Registrar for each student and will also be made available for inspection pursuant to this policy. If the institution discovers that a third party who has received student records from the institution has released or failed to destroy such records in violation of this policy, it will prohibit access to educational records for five (5) years. Records no longer subject to audit nor presently under request for access may be purged according to regular schedules.

### Directory Information

At its discretion, the University may release Directory Information, which shall include:

1. name, address, telephone number
2. major field of study at UT Tyler
3. dates of attendance
4. most recent previous educational institution attended
5. classification
6. degrees, certificates and awards received
7. date of graduation
8. e-mail address
9. photographs
10. participation in officially recognized activities and sports
11. weight and height of members of athletic teams
12. enrollment status (e.g., undergraduate or graduate; full-time or part-time)

Students may have all Directory Information withheld by notifying the Enrollment Services Center in writing by the Census Date of each semester. If the student restricts the release of Directory Information, a notation is placed in the student record system and no information can be released on that student. Request for non-disclosure will be honored by the institution until the student notifies the Enrollment Services Center in writing that Directory Information may be released.

All other information may not be released without written consent of the student. Grades, student identification numbers, ethnic background, and student schedules may not be released to anyone other than the student.

### Access to File

Upon written request, the University shall provide a student with access to his or her educational records. The Vice President for Business Affairs has been designated by the institution as the

custodian of records and as such to coordinate the inspection and review procedures for student education records, which include admissions files, academic files, and financial files. Students wishing to review their education records must make written requests to the Vice President for Business Affairs listing the item or items of interest. Education records covered by the Act will be made available within 45 days of the request.

Educational records do not include:

1. financial records of the student's parents or guardian;
2. confidential letters of recommendation which were placed in the educational records of a student prior to January 1, 1975;
3. records of instructional, administrative, and educational personnel which are kept in sole possession of the maker and are not accessible or revealed to any other individual except a temporary substitute for the maker;
4. records of law enforcement units;
5. employment records related exclusively to an individual's employment capacity;
6. medical and psychological records;
7. thesis or research paper; or
8. records that only contain information about an individual after the individual is no longer a student at the institution.

### Challenge to Record

Students may challenge the accuracy of their educational records. Students who believe that their education records contain information that is inaccurate or misleading, or is otherwise in violation of their privacy may discuss their problems informally with the Registrar. If agreement is reached with respect to the student's request, the appropriate records will be amended. If not, the student will be notified within a reasonable period of time that the records will not be amended, and they will be informed by the Registrar of their right to a formal hearing.

Student requests for a formal hearing must be made in writing to the Registrar who, within a reasonable period of time after receiving such requests, will inform students of the date, place and the time of the hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more persons of their choice, including attorneys, at the student's expense. The hearing officer that will adjudicate such challenges will be appointed by the Vice President for Academic Affairs.

Decisions of the hearing officer will be final, will be based solely on the evidence presented at the hearing, will consist of the written statements summarizing the evidence and stating the reasons for the decisions, and will be delivered to all parties concerned.

The education records will be corrected or amended in accordance with the decision of the hearing officer, if the decision is in favor of the student. If the decision is unsatisfactory to the student, the student may place with the education records statements commenting on the information in the records or statements setting forth any reasons for disagreeing with the decision of the hearing officer, or both.

The statements will be placed in the education records, maintained as part of the student's records, and released whenever the records in question are disclosed.

Students who believe that the adjudications of their challenges were unfair or not in keeping with the provisions of the Act may appeal in writing to the President of the institution.

### **Copies**

Students may have copies of their educational records upon requests. These copies will be made at the student's expense at rates authorized in the Texas Public Information Act, except for transcripts and other records which may be subject to specific fees pursuant to other legislative enactments. Official copies of academic records or transcripts will not be released for students who have a delinquent financial obligation or a valid "hold" at UT Tyler.

### **Complaints**

Complaints regarding alleged failures to comply with the provisions of FERPA may be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-4605. Additional FERPA information can be found at <http://www.uttyler.edu/registrar/ferpa/index.php> and in the UT Tyler Student Handbook.

# STUDENT SUCCESS

The Division of Student Success creates an engaging student experience and supports student success and the mission of the University through high quality, effective services and programs that encourage diverse perspectives and cultivate civic responsibility.

## Alumni Association

The University of Texas at Tyler Alumni Association supports the university by connecting, engaging, and celebrating the alumni and friends of UT Tyler. The Alumni Association offers benefits for members including a discounted membership at the HPC, continued resources through the Office of Career Success, a subscription to the monthly Alumni Newsletter, opportunity to apply for the Alumni Legacy Scholarship, and invitations to special alumni events including Homecoming festivities, alumni networking events, and more. Alumni Association membership is FREE. All former students that received a degree from UT Tyler may become members of the association by applying online or in person through the Office of Alumni Relations. For more information about the Alumni Association, contact the Office of Alumni Relations at 903.566.7316, alumni@uttyler.edu, or www.uttyler.edu/alumni.

## Campus Activities

The Office of Campus Activities at The University of Texas at Tyler provides students with opportunities for engagement, involvement, development, and leadership. UT Tyler Patriots have numerous opportunities to become involved in several University traditions facilitated by Campus Activities including Patriot Palooza (Welcome Week), Homecoming, and Patriot Days (student appreciation week). Students may also play an active role in contributing to campus life by serving on the Campus Activities Board (CAB) student organization. CAB plans and hosts various campus events including concerts, comedians, cultural events, and movies. For more information, contact Campus Activities at 903.565.5645 or visit the website at: www.uttyler.edu/sll/campusactivities/.

## Career Success

The Office of Career Success provides guidance, support and resources to students and alumni as they navigate the career development process.

Career Success creates a supportive and educational environment where students and alumni can actively participate in their own career development. Career Success provides assistance to students for various initiatives such as self-awareness, career exploration, job search, resume writing and interview preparation. Career Success develops collaborative employer relationships with business, government, education, and community partners to support student success by providing a clear and direct pathway to career placement.

For more information, please contact the Office of Career Success at 903.565.5862 or careersuccess@uttyler.edu. Please visit our website: www.uttyler.edu/careersuccess.

## Center for Students in Recovery

The Center for Students in Recovery provides a supportive community where students in recovery and in hope of recovery can achieve academic, personal and professional success while enjoying a genuine college experience free from alcohol and other drugs. Current available services include connection to a welcoming, inclusive, on-campus recovery community, service opportunities and referrals. For more information on services please call 903.566.7406 or visit www.uttyler.edu/recovery.

## Complaints and Grievances Process

Throughout this chapter and others there are references to policies and procedures for bringing complaints against departments, units, faculty or staff for various issues that may arise. The following chart is provided to give students a "quick guide" to how to start a complaint process and where to get assistance or the correct forms.

Complaint	Resolve Informally	File Formal Appeal	Formal Appeal Contact	Locate Policy in Catalog
Sexual Harassment	NO	YES	Title IX Coordinator	Student Success: Nondiscrimination and Sexual Harassment Policy
Discrimination: race, age, gender	NO	YES	Chief Student Success Officer	Student Success: Nondiscrimination and Sexual Harassment Policy
Disability Discrimination	YES	YES	Assistant Director for Student Accessibility	Student Success: Nondiscrimination and Sexual Harassment Policy
Academic Complaints	YES	YES	Provost	Academic Policies: Academic Complaints
All other Complaints	YES	YES	V.P. of area where issue occurred	Student Success: Non-Academic Student Grievances



## Emergency Response, Fire Safety, False Alarm or Report, and Security

The Emergency number for the University is 903.566.7300. Specific information on what to do in case of a fire, medical or weather emergency, or a bomb threat can be found on the website for the Office of Environmental Health and Safety [www.uttyler.edu/safety](http://www.uttyler.edu/safety). The University also tracks all student and visitor injuries that occur on campus so that action can be taken to correct safety hazards if necessary. The Student and Visitor Accident and Injury Report can be found on the EH&S website <http://www.uttyler.edu/safety/files/Student-Visitor-Injury-Report-Form.pdf>. Additional information on programs dealing with health and safety can be found on the EH&S website as well.

**Emergency Response:** In the event of an emergency or natural disaster the campus community will be notified immediately through several means of communication. This includes Campus Alert E-mail, the University's website, campus and local media, text-messaging, Fire Alarm Systems, Indoor Warning System and Outdoor Warning System.

**Fire Safety:** The entire UT Tyler campus fire alarm system is monitored by the University Police and East Texas Alarm. For policies and procedures please visit [www.uttyler.edu/safety](http://www.uttyler.edu/safety).

**False Alarm or Report:** Pursuant to Sec. 41.06 of the Texas Penal Code a person commits an offense if they knowingly initiate, communicate or circulate a report of a present, past or future bombing, fire, offense or other emergency that they know is false or baseless. An offense under this section of the Penal Code is a Class A misdemeanor unless the false report is of an emergency involving a public primary or secondary school, public communications, public transportation, public water, gas or power supply or other public service, in which event the offense is a state jail felony.

**Missing Student Notification:** The purpose of the UT Tyler Missing Persons Policy is to establish procedures for the University's response to reports of missing students as required by the Higher Education Opportunity Act of 2008. This policy applies to students who reside in on-campus housing. For purposes of this policy, a student may be considered a "missing person" when he or she is absent from the University for more than 24 hours without any known reason. A student may also be deemed missing when his/her absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, or has been with persons who may endanger the student's welfare.

All residential students will have the opportunity to designate a confidential contact to be notified by the University no more than 24 hours after the student is determined missing. Instructions will be provided on how to register that person's contact information. Residential students' contact information will be registered confidentially, will be accessible only to authorized UT Tyler officials, and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.

All reports of missing students must be directed to the UT Tyler Police Department, which shall investigate each report and make a determination about whether the student is missing. In addition, no later than 24 hours after a student is determined missing, UT Tyler will notify the Tyler Police Department, unless the Tyler Police Department was the entity that determined the student to be missing. At that time, if the missing student is under the age of 18 and not emancipated, UT Tyler will also notify the student's custodial parent or guardian.

## Gang-Free Campus

The University of Texas at Tyler is a gang-free zone. Penalties for organized criminal activity such as gang-related crimes are enhanced to the next highest category of offense if they are committed on university property. (See Texas Penal Code, Sect. 71.028)

## Greek Affairs

Becoming a member of a fraternity or sorority provides opportunities to develop lifelong friendships, a supportive environment, and career networking opportunities. The Office of Greek Affairs promotes excellence in leadership, scholarship, and service. Greek Affairs strives to enhance the collegiate experience of fraternity men and women through their involvement in the Greek Community. UT Tyler has an active Greek Community that is currently expanding to add additional national affiliated interest groups and chapters. Current organizations include National Panhellenic Conference sororities Alpha Chi Omega, Delta Gamma, and Zeta Tau Alpha; North American Interfraternity Conference fraternities, Delta Sigma Phi and Sigma Alpha Epsilon and National Pan-Hellenic sorority Delta Sigma Theta. For more information, contact at 903.565.5645, [gogreek@uttyler.edu](mailto:gogreek@uttyler.edu) or visit [www.uttyler.edu/greeklife](http://www.uttyler.edu/greeklife). For more information, contact at 903.565.5645, [gogreek@uttyler.edu](mailto:gogreek@uttyler.edu) or visit [www.uttyler.edu/greeklife](http://www.uttyler.edu/greeklife).

## Health Clinic

The University Health Clinic at Tyler is a partnership between UT Health Northeast and The University of Texas at Tyler. The University Health Clinic at Tyler is dedicated to the highest quality treatment and care of the students. Staffed by UT Health Northeast healthcare professionals, a variety of primary care services are provided. The clinic is located at the west entrance of the University at the corner of Patriot Drive and University Boulevard. More information on the University Health Clinic at Tyler hours and services can be found at [www.uttyler.edu/clinic](http://www.uttyler.edu/clinic); call 903.939.7870 to make an appointment.

## Intercollegiate Athletics

The University of Texas at Tyler is an active member of the NCAA Division III, the American Southwest Conference, and has applied to join the Division II Lone Star Conference in 2018-2019. UT Tyler offers 17 varsity sports: (M&W) basketball, baseball, (M&W) cross country, (M&W) golf, softball, (M&W) soccer, volleyball, (M&W) tennis and (M&W) indoor and outdoor track and field. The

Louise Herrington Patriot Center is a state-of-the-art multipurpose facility with three basketball courts, a comprehensive fitness center, aerobics room, racquetball courts, indoor jogging track, swimming pool, classrooms, laboratories, offices, locker rooms, and a training room. Additional athletic facilities include the Al and Nancy Jones Auxiliary Gymnasium, Irwin Field for baseball, the SuddenLink Softball Field, Citizens 1st Bank-Perkins Soccer Complex, Summers Tennis Center, and the UT Tyler Golf practice facility. Prospective student-athletes should contact the Athletics Office at 903.566.7105 or visit [www.uttylerpatriots.com](http://www.uttylerpatriots.com) for more information and upcoming athletic events.

## Leadership and Service

The Office of Leadership & Service aims to connect UT Tyler students to leadership and service opportunities both on campus and in the community through various programs and initiatives through which students can create solutions to critical challenges while building leadership skills and enhancing their overall collegiate experience. Students also can register with the office to start a record of their leadership and service involvement to build their resume and assist in job searches. For more information, contact the Office of Leadership & Service at 903.566.5645 or visit [www.uttyler.edu/community](http://www.uttyler.edu/community) or [www.uttyler.edu/leadership](http://www.uttyler.edu/leadership).

## Medical Emergency

Call 911 in case of emergency. If an accident or emergency occurring on campus requires first aid or hospital emergency room treatment, a member of the University Police Department is available for assistance. The University Police Department cannot transport persons in need of medical attention. The student will bear the cost of any professional service, transportation, or emergency treatment. Also, the cost of hospitalization or treatment in the emergency room or as an outpatient is the responsibility of the student. In the event of a non-emergency the police department can be contacted at 903.566.7300. If a medical emergency is keeping a student from attending classes they may contact the Dean of Students Office at [dos@uttyler.edu](mailto:dos@uttyler.edu) or 903.565.5946 to assist with available next steps.

## MS4-Stormwater Policy

The University of Texas at Tyler is covered under the Texas Pollutant Discharge Elimination System General Permit TXR040000. As a condition of this permit, the University must participate in community education and illicit discharge controls. For the purposes of the Permit, illicit discharge is defined as any discharge to the University storm sewer system that is not entirely composed of stormwater. It is, therefore, unlawful for any person to knowingly allow any substance, other than stormwater, to enter the University storm sewer system. Prohibited substances can include, but are not limited to, paint, motor oil, automotive coolant, food grease/oil, acids, detergents, trash and litter, etc. Discharges with a potential to reach the storm sewer system can include releases of automotive fluids from vehicles in the University parking lots. If a student's vehicle leaks any automotive fluids on University property, notice will be posted on the windshield by the University Police and the vehicle may be

towed if it is disabled in place for a period longer than 48 hrs. Accidental or observed intentional discharges should be immediately reported to Campus Police at 903.566.7300 and EH&S at 903.566.7011. Anyone wishing to report a discharge and remain anonymous can report the spill or release using the Campus Unsafe Condition Report form located at <https://www.uttyler.edu/safety/campus-safety-request-form.php>.

## New Student Programs

The Office of New Student & Family Programs is dedicated to introducing incoming students and their families to the lifestyle, programs and opportunities available at UT Tyler in order to aid them in the transition process and integrate new students and their families into the UT Tyler community. One of the primary functions of the office is to provide comprehensive orientation programs for new undergraduate students and their family members. Sessions for students beginning their UT Tyler career in the spring semester are offered in January. Sessions for students beginning in the summer or fall semesters are offered May through August.

For more information regarding Freshman or Transfer Orientation, Patriot Freshman Connection or Project Patriot, visit [www.uttyler.edu/sll/newstudentprograms/](http://www.uttyler.edu/sll/newstudentprograms/), or call 903.565.5645.

## Non-Academic Student Complaints

In an effort to resolve grievances or complaints other than those that are academic in nature or involve discrimination or sexual harassment, a student must first make every effort to resolve the matter informally by discussing his or her concerns with the employee, supervisor or department against whom the complaint is initiated within 30 calendar days of the time of the incident. The person to whom the complaint is presented must respond orally or in writing within 10 business days after receipt of the complaint.

If the matter is not resolved to the student's satisfaction by the employee, supervisor, or department head, the student may submit a final formal appeal to the Vice President supervising the department where the complaint originated. The form for filing the appeal is available online through Section 1 of the Manual of Operating Policies and Procedures website: [www.uttyler.edu/mopp](http://www.uttyler.edu/mopp).

The student must submit this appeal within 10 business days after the student receives the response from the department head. The Vice President and/or designee will provide a written response to the student within 10 business days of the receipt of the student's appeal. Decisions at the vice-presidential level will be final.

## Nondiscrimination and Sexual Harassment Policy and Complaint Procedure

It is the policy (Sections 2.4.1 and 2.4.3 of the Handbook of Operating Procedures) of The University of Texas at Tyler to make sure that no person is excluded from participation in, denied the benefits of, or subject to discrimination under any program or activity sponsored or conducted by The University of Texas System or any of its institutions on the basis of race, color, national origin, religion,

sex, sexual orientation, age, veteran status or disability. These policies apply to all University administrators, faculty, staff, students, visitors, and applicants for employment or admission. Additional controlling laws, policies and procedures relating to sexual harassment, sexual misconduct and the prohibition of all forms of discrimination can be found in the following:

- Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq., and its implementing regulation at, 34 C.F.R. Part 100, which prohibit discrimination on the basis of race, color or national origin;
- Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §1618 et seq., and its implementing regulation at, 34 C.F.R. Part 106, which prohibit discrimination on the basis of sex;
- Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. §794 and its implementing regulation at, 34 C.F.R. Part 104, which prohibit discrimination on the basis of disability;
- Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. §12131, and its implementing regulation at, 28 C.F.R. Part 35, which prohibit discrimination on the basis of disability; and
- The Age Discrimination Act of 1975, 42 U.S.C. §6101 et seq., and its implementing regulation at, 34 C.F.R. Part 110, which prohibit discrimination on the basis of age.

### **Title IX/ADA/504 Coordinators**

The University of Texas at Tyler has designated the following persons as coordinators to monitor compliance with these statutes as they related to students and to resolve complaints of discrimination based on race, gender, age or disability.

For student assistance on matters regarding race, gender or age discrimination: Ona Tolliver, Chief Student Success Officer, 3900 University Blvd., UC 3326, Tyler, Texas 75799, 903.565.5651, otolliver@uttyler.edu.

For student assistance on matters regarding disability discrimination: Cindy Lowery, ADA Coordinator, University Center, 903.566.7064, clowery@uttyler.edu.

For more information or to file a sexual harassment or sexual misconduct complaint, please contact Blake Bumbard, Title IX Coordinator, Office of Title IX, 903.565.5760, bbumbard@uttyler.edu or report on-line at [www.uttyler.edu/titleix](http://www.uttyler.edu/titleix).

For more specific information on Title IX/ADA/504 visit:

[www.uttyler.edu/titleix](http://www.uttyler.edu/titleix)

## **Office of International Programs**

The Office of International Programs (OIP) supports UT Tyler's commitment to student success by providing meaningful and safe opportunities to develop global competencies and to serve the East Texas region through strategic international partnerships and multi-disciplinary research collaborations.

### **Study Abroad and Faculty/Staff-Led Programs**

The OIP assists students and faculty at UT Tyler to travel abroad through:

- **Short-Term Faculty/Staff-Led Trips** – Travel Study and extra-curricular experiences organized by UT Tyler faculty and staff

vary in length from one to eight weeks, typically occurring over vacation periods such as Spring Break and during the summer term.

- **Longer-Term Programs** – Travel Abroad at foreign universities through University Studies Abroad Consortium (USAC) approved semester-long or academic year programs abroad.
- **Exchange Programs** – Semester or academic year study abroad opportunities at collaborating universities that have an exchange agreement with UT Tyler.

For more information, see the Study Abroad webpage, email [studyabroad@uttyler.edu](mailto:studyabroad@uttyler.edu) or call 903.565.5732.

### **International Student, Scholar and Faculty Services (ISSFS)**

International Student, Scholar and Faculty Services (ISSFS) provides assistance to all international students, scholars and faculty who come to UT Tyler for academic study or research purposes. The staff are responsible for regulatory reporting and visual compliance required by the U.S. Department of Homeland Security and U.S. Department of State, for helping international students access visa benefits such as work authorizations, and for guiding international visitors regarding health insurance and medical screening requirements.

For more information visit the ISSFS webpage, email [intladvising@uttyler.edu](mailto:intladvising@uttyler.edu) or call 903.565.5960.

### **Intensive English Language Institute (IELI)**

The Intensive English Language Institute (IELI) is a self-supporting auxiliary unit within the OIP designed to prepare non-native English-speaking students to improve their language and culture skills, successfully meet the requirements of the Test of English as a Foreign Language (TOEFL), Pearson Test of English (PTE), or the International English Language Testing System (IELTS), and matriculate into the university. IELI students are non-degree seeking students who take non-credit generating English classes.

English Proficiency Waiver for undergraduate and graduate students: TOEFL, PTE, EIKEN, and IELTS scores will be waived for students who complete Level 6 of UT Tyler's IELI Program with no grade lower than an A, or those who complete Level 7 with no grade lower than a B.

Please note that individual graduate programs may have higher standards for English proficiency. Applicants should check with program advisors for details on English Language Proficiency requirements.

For more information visit the Intensive English Language Institute website, email [jeli@uttyler.edu](mailto:jeli@uttyler.edu) or call 903.565.6155.

### **Passport Acceptance Facility**

The Office of International Programs has provided a full service Passport Acceptance Facility since October 2015. Passport staff are authorized by the U.S. Department of State to execute and mail-in Form DS-11 passport applications and can provide guidance to those using other application types. Immigration-style photos are available for purchase separately, providing a convenient service to anyone filing a government application, including international students applying for practical training authorizations.

The facility is open to the public. For more information, see the passport webpage or email [passport@uttyler.edu](mailto:passport@uttyler.edu).

## On-Campus Solicitation

Campus facilities are not open for general public use. Solicitation on the campus of The University of Texas at Tyler is prohibited except for certain activities conducted by authorized groups that are exempt from this prohibition. No solicitation shall be conducted on any property, street, or sidewalk or in any building, structure or facility owned or controlled by The University of Texas at Tyler unless permitted by the Regents' Rules.

For the purpose of this policy, the following defines "solicitation:"

- the sale, lease, rental, or offer for sale, lease, rental of any property, product merchandise, publication, or service, whether for immediate or future delivery;
- an oral statement or the distribution or display of printed material, merchandise, or products that is designed to encourage the purchase, use or rental of any property, product, merchandise, publication or service;
- the receipt of or request for any gift or contribution; or
- the request to support or oppose or to vote for or against a candidate, issue, or proposition appearing on the ballot at any election held pursuant to State or Federal law or local ordinances.

All permissible solicitation must be conducted in compliance with Chapter 6 of the Student Success Manual of Policies and Procedures ([www.uttyler.edu/mopp](http://www.uttyler.edu/mopp)). Direct inquiries to the Office of Student Engagement 903.565.5645.

## Parent and Family Programs

UT Tyler Parent and Family Programs links parents and families to vital information and opportunities to stay connected to campus. Our goal is to make the transition to college as smooth as possible for you and your student and to keep you informed throughout the years. We also host events like New Student Orientation and Family Day that connect students, parents and families to each other and the campus community. Our Patriot Parent Association provides the resources parents need to stay connected while supporting their student's success from New Patriot Orientation through graduation.

To register for the Patriot Parent Association please go to [www.uttyler.edu/parentcenter](http://www.uttyler.edu/parentcenter), email [parentcenter@uttyler.edu](mailto:parentcenter@uttyler.edu), or call 903.565.5645.

## Parking

The University of Texas at Tyler enforces all Texas vehicle inspection codes (Texas Education Code, Sec. 51.207). All vehicles that park on the campus premises must have current inspection stickers and a current student parking permit properly displayed.

A vehicle operated by or for the transportation of certain disabled veterans is authorized to be parked for an unlimited period in a disabled parking space on UT Tyler campus. UT Tyler requires the vehicle to display a disabled placard or plate and a UT Tyler permit but does not charge a fee to the disabled veteran for the UT Tyler permit.

For the complete UT Tyler parking rules and regulations visit the UT Tyler Police department website at: [www.uttyler.edu/police/parking.php](http://www.uttyler.edu/police/parking.php).

## Recreational Sports

UT Tyler's Recreation Sports program includes Intramurals, Fitness, Club Sports, Wellness Education and Outdoor Adventures. Recreation Sports is housed in the Herrington Patriot Center, which includes an aquatic center, fitness room, dance studio, racquetball courts, indoor running track, eight lighted tennis courts, three court multi-purpose gymnasium, and intramural field. Recreation Sports also maintains over 5 miles of on-campus wellness trails and an 18-hole disc golf course as well as the Al and Nancy Jones Auxiliary Gymnasium located in the PHE building. These facilities are open to all current UT Tyler students, staff and faculty.

The Intramural Sports program provides structured competitive and non-competitive activities open to all skill and fitness levels. The Fitness program features a well-equipped fitness and strength room, personal training, and over 40 fitness classes per week. The heated outdoor pool is open year round and features fitness classes and summer swim lessons. Club Sports offers students the opportunity to compete against other schools outside of the intercollegiate sports program. Wellness Education presents workshops on various topics including nutrition. Outdoor Adventures gives students a chance to experience the great outdoors through activities such as mountain biking, kayaking, hiking and camping. The Patriot Center also offers gym memberships to spouses and children of UT Tyler students.

For more information, contact the HPC at 903.566.7466 or visit [www.uttyler.edu/hpc](http://www.uttyler.edu/hpc).

## Residence Life

Several housing options are available for students seeking the benefits of on-campus living. The Mr. and Mrs. Joseph Z. Ornelas Hall is a residence hall community and Patriot Village, University Pines, Liberty Landing and Victory Village are student apartment communities on campus. Liberty Landing, Patriot Village, Ornelas Hall and Victory Village are managed directly by UT Tyler. University Pines is a privately-managed student apartment community contracted with the university to provide on campus housing. Students interested in living on campus are encouraged to apply early. The University is entitled to check the student's criminal history record and will notify the student if this information is used to deny them housing. (Texas Government Code, Section 411.094.)

Students who have completed fewer than 60 credit hours at any junior college or university, including UT Tyler, are required to live on campus at Liberty Landing, Patriot Village, Ornelas Hall, Victory Village or University Pines. For more information on the residency requirement visit [www.uttyler.edu/housing/residencypolicy.php](http://www.uttyler.edu/housing/residencypolicy.php).

University Pines may be contacted at 903.566.3565. Those interested in information about housing managed by UT Tyler (Liberty Landing, Patriot Village, Ornelas Hall or Victory Village) should call 903.566.7008 or email [housing@uttyler.edu](mailto:housing@uttyler.edu). Information can also be

found at the Residence Life Office or on the Residence Life website at [www.uttyler.edu/housing](http://www.uttyler.edu/housing).

## Student Accessibility and Resources

The Student Accessibility and Resources Office strives to provide services that will encourage students to become as independent and self-reliant as possible. Students requesting disability services should contact the Student Accessibility and Resources Office 903.566.7079 or [saroffice@uttyler.edu](mailto:saroffice@uttyler.edu) preferably thirty (30) days prior to the beginning of each semester. The student seeking services is responsible for providing appropriate verification material to support requested accommodations. The student should provide diagnostic, prognostic, and prescriptive information from an approved professional in order to receive services. Appropriate accommodations may include program modifications, adjustments to testing situations and/or auxiliary aids and services. Accessibility services are provided in a private, confidential setting and available to all students including distance campus and on-line students. More information regarding available services and services application can be found at [www.uttyler.edu/disabilityservices](http://www.uttyler.edu/disabilityservices).

## Student Counseling Center

The UT Tyler Student Counseling Center promotes student success by facilitating personal and academic growth, contributing to lifelong learning. The center serves students through personal counseling, crisis management and advocacy, and provides resources and consultative services to the campus community. The Student Counseling Center is staffed by Licensed Professional Counselors with in-depth training and experience, and a varied background in counseling, testing, and teaching. Some common issues that students may deal with in counseling are: study strategies, test anxiety, time management, stress management, personal relationships, physical/emotional/sexual abuse, sexual assault, anxiety, depression, and many others. Students may schedule an appointment in person by calling 903.565.5746. Students can also call the after hours crisis line 903.566.7254 to talk with trained counselors about urgent concerns. More information regarding services is available at [www.uttyler.edu/counseling/](http://www.uttyler.edu/counseling/).

## Student Government Association

The Student Government Association (SGA), comprised of all enrolled students, has as its primary purpose to serve as a recognized forum for student opinion. Activities of the SGA include assisting the university in identifying the interests, programs and goals of the majority of students. Officers and representatives are elected annually by the student body. For more information, visit the SGA website at [uttyler.edu/sga](http://uttyler.edu/sga) or call 903.566.7083 or 903.565.5557.

## Student Health Insurance

A UT Student Health Insurance Plan (UT-SHIP) is available through Academic Health Plans and is underwritten by Blue Cross and Blue Shield of Texas. The UT System requires the following groups to maintain PPACA-compliant health insurance:

- All enrolled F- and J-visa holders throughout the duration of their studies.
- Visiting international scholars, faculty and student delegations throughout the duration of their program participation.
- Intercollegiate athletes throughout the duration of their sports participation. (The University carries catastrophic insurance on all student-athletes.)

Required coverage dates and detailed information is available on the OIP insurance webpage and through Academic Health Plans.

## Student Health and Wellness

Student Wellness supports student learning at UT Tyler by creating opportunities, programs and policies empowering students to: reach their full potential, take responsibility for themselves and others, and contributing to the creation of a healthy, safe and socially just learning environment. Student Wellness coordinates health-related programs that comply with federal and state mandates and covers a variety of topics and areas.

Student Wellness offers guidance to students who are interested in impacting the campus climate through encouraging behavioral change or improvement in knowledge about student issues. Any currently enrolled student at The University of Texas at Tyler may also apply to become a Certified Peer Educator. For more information on programs offered call 903.566.7067 or visit [www.uttyler.edu/wellness](http://www.uttyler.edu/wellness).

## Student Engagement

Student Engagement provides opportunities for students to become engaged in the UT Tyler experience through numerous campus events and service projects, a thriving Greek community and more than 90 registered student organizations. Programs and activities are designed to build community as well as to meet the needs of a diverse student population.

Department activities enhance the educational experience of students by engaging students in programs that promote traditions, learning, involvement, free inquiry, leadership, and service. This is accomplished by partnering with students, faculty, staff, and alumni as we prepare citizens for leadership in a global society. Student Engagement recognizes the outstanding student leaders on campus each year at the Student Leadership & Service Awards, promotes campus life by assisting student organizations with leadership development and serves as a resource to departments and organizations as they plan events and activities. You may visit the website at [www.uttyler.edu/sll/](http://www.uttyler.edu/sll/), call 903.565.5645 or email [getconnected@uttyler.edu](mailto:getconnected@uttyler.edu) for more information.

## Student Money Management (SMM)

Through the Student Money Management Office (SMM) UT Tyler provides financial literacy resources to our students in a variety of areas. In Accordance with SB 1590 (2013) & HB 399 (2011) Student Money Management training includes budgeting, credit cards, spending, saving, loan repayment and consolidation, taxes, retirement planning, and the use of insurance to mitigate risk. Student Money

Management training is available on-line, over the phone, in one-on-one sessions or for an entire class or student organization. Contact us at 903.565.5978, [smm@uttyler.edu](mailto:smm@uttyler.edu) or [www.uttyler.edu/smm/](http://www.uttyler.edu/smm/).

## Student Organizations

UT Tyler is home to over 90 student organizations. The diverse interests and makeup of the UT Tyler student body are represented in the variety of groups, ranging from academic honor societies to religious organizations to specific interest groups. Participating in a campus organization enriches students' educational experiences by fostering personal development and growth outside of the classroom. Although there are many groups to choose from, students may start new organizations if they do not find ones that fit their unique interests or needs. Student Engagement also assists student organizations with leadership development and serves as a resource as they plan events and activities that promote campus life.

A complete listing of student organizations and their contact information can be found on the Student Engagement website at [www.uttyler.edu/sll/studentorganizations](http://www.uttyler.edu/sll/studentorganizations) or by calling 903.565.5645.

## Student Responsibilities

All students at The University of Texas at Tyler are subject to all Rules and Regulations of the Board of Regents of The University of Texas System and institutional rules and regulations. Rules regarding student conduct and discipline are included in Rule 50101 of the Rules and Regulations of the Board of Regents ([www.utsystem.edu/board-of-regents/rules](http://www.utsystem.edu/board-of-regents/rules)), in Series 500 of the UT Tyler Handbook of Operating Procedures ([www.uttyler.edu/ohr/hop](http://www.uttyler.edu/ohr/hop)) and in The University of Texas at Tyler Manual of Policies and Procedures for Student Success ([www.uttyler.edu/mopp](http://www.uttyler.edu/mopp)). Failure to read and comply with policies, regulations and procedures will not exempt a student from whatever penalties the student may incur.

### Student Conduct and Intervention

The University of Texas at Tyler administers student discipline within the procedures of recognized and established due process. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities.

Student Conduct and Intervention staff are available to assist students in interpreting the rules and regulations; information on the conduct process can also be found on the Student Conduct and Intervention website ([www.uttyler.edu/JudicialAffairs](http://www.uttyler.edu/JudicialAffairs)).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating its standards of conduct whether such conduct takes place on or off campus or whether civil or criminal penalties are also imposed for such conduct.

If you have questions about the student discipline process, please contact Student Conduct and Intervention at 903.565.5946 or visit [www.uttyler.edu/judicialaffairs](http://www.uttyler.edu/judicialaffairs).

### Scholastic Dishonesty

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, and any act designed to give unfair academic advantage to the student or the attempt to commit such an act. Students suspected of academic dishonesty are subject to disciplinary proceedings.

### Copyright Infringement

Unauthorized distribution of copyrighted material may subject students to civil and criminal penalties under the United States Copyright Law of 1976, as amended (Title 17, United States Code) or "Copyright Act". Material subject to federal law includes, but is not limited to, printed materials, choreographic works, pantomimes, pictorial, graphic, or sculptural works, including the individual images of a motion picture or other audiovisual work. It also includes computer software, computer programs, musical works, sound recordings, and videos and other audiovisual work. It is also a violation of federal copyright law for any of the above to be electronically distributed through peer to peer sharing.

Students found in violation of the Copyright Act law may also be subject to student disciplinary proceedings as described above.

For more information on what constitutes copyright infringement and penalties see The UT System's copyright information website at [www.utsystem.edu/ogc/intellectualproperty/copyrighthome.htm](http://www.utsystem.edu/ogc/intellectualproperty/copyrighthome.htm).

### Hazing

Hazing, submission to hazing, or failure to report first-hand knowledge of hazing incidents is prohibited by state law and, in addition to disciplinary actions, is punishable by fines up to \$10,000 and confinement in county jail for up to two years. Hazing is defined by state law as, "...any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution." Any person with knowledge that a specific hazing incident has occurred on or off campus must report the incident to the Chief Student Success Officer.

In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who reports a specific hazing event in good faith and without malice to the dean of students or other appropriate official of the institution and immunizes that person for participation in any judicial proceeding resulting from that report. The penalty for failure to report under the law is a fine of

up to \$1,000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which result, and include fines from \$500 to \$10,000 and/or confinement for up to two years.

## Student Right-To-Know and Campus Security Act

In compliance with the Student Right-to-Know and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Act), UT Tyler collects specified information on campus crime statistics, campus security policies, and institutional completion or graduation rates.

Pursuant to the federal law, alleged victims of violent crime are entitled to know the results of campus student disciplinary proceedings concerning the alleged perpetrators.

UT Tyler makes timely reports to the campus community on crimes considered to be a threat to students and employees and reported to the campus police or local police agencies. These alerts are distributed by a variety of means including campus bulletin boards, e-mail, website and in certain cases, text messaging.

UT Tyler publishes and distributes an annual report of campus security policies and crime statistics to all current students and employees; provide copies of the report to applicants for enrollment or employment upon request; and submit a copy of the report to the Department of Education. The annual campus crime statistics report references crimes that occur on property owned or controlled by UT Tyler. Hard copies of the report are available at the University Police Department upon request; electronic copies are available at [www.uttyler.edu/police](http://www.uttyler.edu/police).

UT Tyler publishes in the annual security report its policy regarding sex-related offenses, including sexual assault prevention programs, education programs to promote awareness of sex offenses, administrative disciplinary procedures and sanctions for offenders, and counseling and student services for victims. Any law enforcement information provided by state law enforcement agencies concerning registered sex offenders may be obtained from the UT Tyler Police Department at 903.566.7060.

UT Tyler calculates and discloses institutional completion or graduation rates to all prospective and current students annually via the Office of the Registrar. Prior to the offer of athletics-related student aid to a potential student athlete, UT Tyler will provide information on graduation rates specified by the Act to the prospective student and to the student's parents and coach.

## Student Travel Policy

The university student travel policy generally applies to all student travel if the activity or event meets all of the following criteria and is undertaken by one or more currently enrolled students to reach an activity or event.

1. The activity or event is sponsored, organized and funded by UT Tyler.

2. The activity or event is located more than twenty-five (25) miles from UT Tyler.
3. The activity or event is either:
  - a. undertaken, using a vehicle owned, leased or rented by the institution; or
  - b. attendance at the activity or event is required by a registered student organization and approved in writing by the Chief Student Success Officer.

For a complete set of guidelines and forms, please view the Manual of Policies and Procedures for Student Success at [www.uttyler.edu/mopp](http://www.uttyler.edu/mopp).

## Testing Center

The UT Tyler Testing Center provides accurate and secure testing opportunities to meet the individual needs of students in an environment conducive to academic success. We provide proctoring services of standardized testing, university-level correspondence testing, placement exams, institutional effectiveness assessments and accessibility testing.

Current standardized examinations offered through the Testing Center, application information, administration dates and regular hours are available at [www.uttyler.edu/testingcenter](http://www.uttyler.edu/testingcenter).

## Textbooks and Supplies

It is a responsibility of each student to provide his/her own textbooks and supplies. The University Bookstore (903.566.7071) is the on-site vendor of course required materials and supplies. However, a student is not under any obligation to purchase a textbook from the university-affiliated bookstore. The same textbook may also be purchased from an independent retailer, including an online retailer.

Students may log into MyUTTyler and see textbook information (title, author, publisher, ISBN, cost, etc.) for all courses for which the student wishes to register.

## University Center (UC)

The University Center serves as the epicenter of campus. The UC is the place for dining, lounging, socializing and hosting campus events for The University of Texas at Tyler's students, faculty, staff and guests. The UC strives to be a welcoming and inclusive environment where ideas are exchanged, relationships are built, and UT Tyler memories are made in the Patriot Zone. With great selections at the Met, Subway, Einstein's Bagels, Slice of Life Pizza, Chick-fil-A, and the Swoop n Go convenience store, rest assured that the UC has got you covered. Contact the UC at 903.565.5618, [uc@uttyler.edu](mailto:uc@uttyler.edu), or visit our website at [www.uttyler.edu/uc](http://www.uttyler.edu/uc) for more information.

## Military and Veteran Success Center

Veterans services are provided through the Military and Veteran Success Center located in the University Center. These services include benefits processing, counseling regarding V.A. regulations as they pertain to the university, assistance in the preparation of certification forms, and a variety of resources for veterans and

dependents. Contact the Military and Veteran Success Center at 903.565.5972, [vrc@uttyler.edu](mailto:vrc@uttyler.edu), or visit our website at [www.uttyler.edu/veteransaffairs](http://www.uttyler.edu/veteransaffairs).



# FINANCIAL AID AND SCHOLARSHIPS

## Financial Aid and Scholarships

UT Tyler offers financial aid to students on the basis of need, and institutional scholarships on the basis of merit. Financial aid consists of grants, student employment, and loans. Students may receive one or more awards and must apply each year for all types of funding.

## Financial Aid

The primary purpose of financial aid programs is to assist eligible students with paying educational costs. These federal, state, and institutional funds provide assistance to students who would otherwise be unable to attend college. An applicant's need for financial aid is analyzed on an individual basis and need is determined by subtracting the expected family contribution from the estimated educational costs. Applications for financial aid are accepted and considered without discrimination on any basis prohibited by law, including, but not limited to, race, color, age, national origin, sex, veteran status, religion, or disability.

Students subject to selective service registration will be required to file a statement that the student has registered or is exempt from selective service registration in order to be eligible to apply for federal and/or state financial aid.

## Applying for Financial Aid

The student is responsible for proper completion and submission of all required documents. Students applying for most federal and state financial aid programs must demonstrate financial need.

Applicants must:

- complete the Free Application for Federal Student Aid (FAFSA), available online at <https://fafsa.gov/>;
- be a U.S. Citizen, U.S. National, or U.S. Permanent Resident;
- be admitted to the University as a regular student and enroll in a degree-seeking program;
- maintain satisfactory academic progress (qualitative and quantitative);
- meet all federal and state program requirements.

### House Bill 1403/Senate Bill 1528 Students:

- must be classified as a Texas resident and eligible to pay in-state tuition rate (not due to receipt of a scholarship and/or waiver)
- must register with Selective Service (males 18 and 25 years old)
- must complete the TASFA financial aid application to be considered for the TEXAS grant

**State Grant and Scholarship Programs** - Priority deadline date for complete FAFSA submission is March 15.

**Federal and Institutional Financial Aid Programs** - Priority deadline date for FAFSA submission is March 15th for Fall and November 1st for Spring.

Award offers are contingent upon financial need and continued funding from each federal, state, and institutional program.

## Financial Aid Programs

Students will find a wide range of grant, loan, employment, and tuition exemption and waiver programs available at UT Tyler. For additional information and program requirements, refer to: [www.uttyler.edu/financialaid](http://www.uttyler.edu/financialaid).

### Grant Programs

Federal Pell Grant  
Iraq and Afghanistan Service Grant  
TEACH Grant  
Federal Supplemental Educational Opportunity Grant  
Texas Public Educational Grant  
TEXAS Grant  
Education Affordability Grant

### Loan Programs

William D. Ford Federal Direct Loan (Stafford, Unsubsidized Stafford, PLUS/GradPLUS)  
Texas B-on-Time Loan

### Employment Programs

Federal Work Study  
Texas Work Study  
Working to Success  
Students should visit the Career Services Office or [www.uttyler.edu/careerservices/](http://www.uttyler.edu/careerservices/) for on-campus student employment, job searching tips, interview skills, resume writing, and etc. Students should also enroll in PatriotJobs for additional employment assistance and appointments (a username and password is required).

### Financial Aid Programs for Texas Residents

For a complete listing of all exemptions, and waivers, scholarships, and grants offered by the Texas Higher Education Coordinating Board, please refer to: [www.collegeforalltexas.com](http://www.collegeforalltexas.com)

### Tuition Exemptions and Waivers

Hazlewood Exemption for Veterans and their Dependents  
Blind/Deaf Student Exemption  
Highest Ranking High School Graduate  
Senior Citizen, 65 or Older, Free Tuition for 6 Credit Hours  
Senior Citizen, 65 or Older, Free Tuition for Auditing Classes  
U.S. Military Stationed in Texas  
Tuition Exemption for Current or Former Foster Care Students under the Conservatorship of the Texas Department of Family and Protective Services  
Exemption for the Surviving Spouse and Minor Children of Certain Deceased Public Servants (Employees)  
Adopted Students Formerly in Foster or Residential Care

Children of Professional Nurse Faculty and Staff  
 Clinical Preceptors and their children  
 TANF Exemption  
 Children of Disabled or Deceased Firemen, Peace Officers, Game Wardens, and Employees of Correctional Institutions  
 Exemption for Peace Officers Disabled in the Line of Duty  
 Peace Officers Enrolled in Law Enforcement or Criminal Justice Courses  
 Children of U.S. Military who are Missing in Action or Prisoners of War (MIA/POWs)  
**State Sponsored Scholarships**  
 Fifth Year Accounting Student Scholarship  
**State Sponsored Grants**  
 TEXAS Grant  
 Texas Public Educational Grant

## Scholarships

Scholarships offered at The University of Texas at Tyler are designed to attract and retain outstanding degree seeking students. To be considered, students must be accepted for admission to UT Tyler and if required, submit an application for scholarship on-line. A complete list of scholarships available to students is provided at [www.uttyler.edu/scholarships/](http://www.uttyler.edu/scholarships/).

It is required that all scholarship applicants complete the Free Application for Federal Student Aid (FAFSA) if they are eligible to submit a FAFSA. Awarding of academic scholarships is based primarily on predictors of academic success, such as high school class rank, standardized test scores, and prior college grades.

UT Tyler offers the following scholarships:

New Freshman Scholarships

New Transfer Scholarships

Graduate Student Scholarships

College Scholarships (UT Tyler returning students only)

Talent Scholarships

Alumni Scholarships

Teachers in Excellence Scholarship

Junior College, Community College, University Employee Scholarships

Veteran Scholarship Program

# RESEARCH AND LEARNING RESOURCES

## Research and Scholarship

The Office of Research and Scholarship supports the advancement of an ecosystem of research, scholarship, and creative activities, and aims at advancing student-centered scholarship by leveraging resources through teaching, research, service and community engagement to foster student learning, academic discovery and regional impact. The Office promotes and supports research and scholarship within The University of Texas at Tyler and through collaborative efforts with other universities, industries, businesses, and other stakeholders. The Office coordinates externally funded research projects; provides support for research development, post-award management and technology commercialization; and represents the interests of the UT System, the university president and the university community in their relationships with external funding agencies and sponsors. The Office assists faculty, staff, and students in protecting, developing, and commercializing intellectual property while also advancing scholarly activities by faculty and students and supporting the charge of the university to create and disseminate knowledge.

With regard to sponsored research, the Office supports comprehensive programs of academic research by assuring institutional and investigator compliance with applicable regulations, policies and industry standards while engaged in scholarly activities associated with animal and human subject research. The same assurance also applies to research involving recombinant DNA (rDNA) and the use of select or infectious agents. The Office provides information on research activities which are governed by a number of research oversight committees imposed by federal and state laws. Non-compliance may result in severe penalties to the institution, and in some instances, to the individual. It is the responsibility of faculty and staff to be familiar with UT Tyler policy as it relates to these research compliance areas.

This office affirms its commitment to the following objectives:

- To assist faculty and student researchers in meeting compliance requirements and in achieving approval for animal, human subject, rDNA, and select or infectious agent protocols submitted for IACUC, IRB or IBC review, as appropriate;
- To review declarations of both funded and non-funded investigators no less than annually and to present conflicts of interests to the Committee on Research Integrity for management and monitoring;
- To provide resources and/or training to University faculty and students in the Responsible Conduct of Research (RCR) as established by the federal Office of Research Integrity (ORI);
- To assure investigator commitment to research integrity by responding to allegations of misconduct in research through inquiry and, if necessary, investigation;
- To monitor and administer export control procedures for issues related to controlled technologies not protected by the fundamental research exemption (15 CFR 734.8) that remain subject to the EAR and/or to ITAR.

- To monitor faculty effort reports, at random, or upon request to assure compliance with OMB regulations.

## Ingenuity Center

The Ingenuity Center is a Research and Development Center creating and implementing initiatives designed to build on national, state and local efforts to improve science, technology, engineering, and mathematics (STEM) achievement among Texas students. The Ingenuity Center focuses on increasing the number of students who study and enter science, technology, engineering, and math career pipeline by providing programs to teachers and students. The Mission of the Ingenuity Center is to ultimately prepare students to be “STEM College Ready” by improving the STEM preparation of teachers through research, professional development, curriculum development, and technical assistance. The Ingenuity Center utilizes a four-pronged strategy to address the quality and quantity of STEM teachers in Texas.

Strategy 1: Preparing College and Workforce Ready students

Strategy 2: Supporting STEM teachers and students

Strategy 3: Address the quality of the current STEM teaching force

Strategy 4: Preparing more qualified STEM teachers into the pipeline

The Ingenuity Center also provides a number of services to schools and education institutions across Texas and throughout the nation. The center employs a dynamic staff that can provide technical assistance, content and pedagogical content coaching, program evaluation services, grant writing assistance, vertical alignment assistance to meet College Readiness Standards, development of professional learning communities, school restructuring, and professional development programs live and online. Signature programs include Texas Project Lead the Way, University Academy After School Program, UT Tyler UTeach and the Innovation Academy.

## Robert R. Muntz Library

**Jeanne R. Standley, Executive Director**

The University of Texas at Tyler Library supports the advancement of student success. As an essential academic unit, the Library serves as a center of discovery, exchange, and advancement of ideas. The Robert R. Muntz Library confirms its commitment to the following goals:

- Create lifelong learning opportunities for students, faculty and staff through an expansion of the libraries’ role in academic and campus activities.
- Develop and maintain a thoughtfully chosen and well-organized array of resources that supports the curriculum and stimulates intellectual curiosity, while anticipating and responding to the changing educational environment.

- Enhance student learning through the integration of information literacy across the curriculum.
- Provide an environment that promotes research, reflection, and collaboration.
- Promote high operational, service and ethical standards by ongoing evaluation of resources and services.

The Robert R. Muntz Library collects, organizes, and provides access to a diverse collection of resources in support of the teaching and research missions of The University of Texas at Tyler. Utilizing strategies that identify the recognized and anticipated needs of the University community, the resources are delivered in appropriate and available formats. The Library provides an eclectic mix of books, databases, and journals in print, online and recorded formats depending on the disciplinary and geographic needs of our users. The Library building also includes computers for student use and collaborative spaces for study.

The University Archives and Special Collections Department houses rare books, artifacts, and archival collections about the history of UT Tyler and East Texas. The UASC has distinct functions which drive its overall goals:

- To document and preserve the teaching, research, community service and administrative functions of the University.
- To document and preserve student life and activities of the University.
- To develop and maintain documentation on local history, including Tyler and Smith County.
- To provide research assistance and accessibility of materials to students, faculty, staff and outside researchers.
- To ensure longevity of the records and collections at the University Archives and Special Collections.
- To assist departments, faculty and staff in managing records with enduring value.

The Library also hosts UT Tyler's institutional repository, Scholar Works at UT Tyler. Scholar Works is a digital service that collects, preserves, and distributes the scholarly output of the UT Tyler community, including: theses, dissertations, faculty publications, and departmental newsletters.

The skillful, service-oriented library staff provides assistance to our users with their research and information needs. The Library Outreach Department offers educational programs, events, and exhibits, many of which are collaborative and/or supportive of activities taking place at the University.

The library provides an environment conducive to study and collaboration throughout the building and in the gardens.

# COLLEGE OF ARTS AND SCIENCES

## Dr. Neil Gray, Dean

Because learning is a lifelong endeavor, liberal arts and sciences programs are designed to assist in developing the knowledge, skills and perspectives of an educated person. To that end the College:

- Advances the university's purpose by providing a setting for free inquiry; excellence in teaching, scholarship, creative activity and research; and public service by faculty, staff and students.
- Encourages honesty, integrity, responsibility, service to others, and sensitivity to the concerns of all people and cultures.
- Provides programs that explore the natural and physical world and the human condition and the opportunities that our differences create, for the mutual advancement of all people.

The College of Arts and Sciences offers the following baccalaureate majors:

Art (B.A., B.F.A.)  
 Biochemistry (B.S.)  
 Biology (B.S.)  
 Chemistry (B.S.)  
 Communication Science and Disorders (B.S.)  
 Criminal Justice (B.S.)  
 Economics (B.A., B.S.)  
 English (B.A.)  
 History (B.A., B.S.)  
 Mass Communication (B.A., B.S.)  
 Mathematics (B.S.)  
 Music (B.M., B.A.)  
 Political Science (B.A., B.S.)  
 Social Sciences (B.A., B.S.)  
 Spanish (B.A.)  
 Speech Communication (B.A., B.S.)

The college also offers courses to be used in satisfying teacher certification requirements for teaching fields in art, chemistry, English language arts, history, life science (biology), mass communication, mathematics, music, physical science, social studies, Spanish, and speech communication.

Graduate programs are described in the graduate section of this catalog.

## Core Curriculum

All students in the College of Arts and Sciences who do not come "core complete" from another Texas public college or university must complete any remaining Core Curriculum requirements as outlined in the Undergraduate Academic Policies section of this catalog. Students should consult their advisor before enrolling in Core Curriculum courses as many majors require specific courses to be taken.

To meet the three-semester-hour mathematics component and the three-semester hour STEM component of the University Core Curriculum:

- Students majoring in Biology, Chemistry, Economics, and Mathematics should consult the appropriate section of the catalog for the required mathematics courses.
- Students majoring in communication (mass communication and speech), fine arts, humanities (English, history and Spanish), political science, criminal justice and social sciences are strongly encouraged to take one of the following sets of Mathematics courses:

MATH 1332: Contemporary Mathematics I and MATH 1333: Contemporary Mathematics II

**OR**

MATH 1342: Statistics I and MATH 1343: Statistics II

Students should consult their advisor for the required mathematics sequence.

## Undergraduate Advising Information

The Arts and Sciences Advising Center, located in FAC 2019, is open Monday through Friday. Students who are undecided about their major or who have specific questions about the Core Curriculum or graduation requirements are welcome to visit the Advising Center. Students contemplating a specific major in Arts and Sciences or who have questions about degree requirements or career opportunities in a specific major, should visit an advisor in that department.

## Pre-Professional Programs

### Pre-Law

The American Bar Association does not recommend any one major for a student planning to attend law school. Nor is there one field which will give you an advantage. Instead, law schools look for a rigorous liberal arts education that has sharpened skills and values essential for competent lawyering. Select a major that you not only enjoy but one that will demand excellence in critical thinking, expository and persuasive writing, oral communication, critical reading, research and organization. Also, seek out courses and instructors that require research papers, substantial reading, essay exams and oral presentations.

Choose a minor and electives that complement your major from history, political thought and theory, the American political system, ethics and justice, economics, human behavior, speech communication, journalism, English, and cultural studies. Because the best law schools expect students to have two years of college-level foreign language, the B.A. degree is recommended. UT Tyler offers an 18 hour Pre-Law minor in the Department of Political Science and History (please look under this department for requirements) for interested students. PLEASE NOTE: A student intending to apply to law school should not take any undergraduate course on Pass/Fail or CR/NC basis. Pass (P) is typically interpreted as a "C" or "D;" CR is typically interpreted as a "C;" and an NC as an "F."

A student planning to apply for law school will receive advising from both an advisor in their major as well as the Pre-Law Advisor. The role of the advisor in their major is to ensure the student fulfills the requirements for the chosen major. The major advisor is the student's primary advisor and should be consulted early and often. The Pre-Law Advisor is available to help a student make important choices regarding extra-curricular activities, the law school application process and choice of law school.

## Pre-Medicine, Pre-Dentistry Programs, and Other Pre-Professional Health Tracks in the College of Arts and Sciences

A student planning to apply for medical, dental, or any of the other pre-health profession schools will receive advising from both an advisor in their major as well as the Chief Health Professions Advisor. The role of the advisor in their major is to ensure the student fulfills the requirements for the chosen major. The major advisor is the student's primary advisor and should be consulted early and often. The Chief Health Professions Advisor is available to help a student make important choices regarding the professional school admission requirements extra-curricular activities, and the application process.

Medical, dental and other health profession schools do not recommend any one major for a student. Nor is there one field which will give you an advantage. Instead, those schools look for a rigorous arts and sciences education with a strong emphasis in science and mathematics. Select a major that you not only enjoy and have a passion for, but will demand excellence in critical thinking, expository and persuasive writing, oral communication, critical reading, research and organization. Also, seek out a curriculum that requires research papers, substantial reading, laboratory experiences, essay exams and oral presentations. Some of the more common majors chosen are biochemistry, biology, chemistry, chemistry with a biochemistry emphasis, mathematics, engineering, English, and psychology.

You should plan your academic program so that minimum pre-professional admission requirements are completed by the time you apply to professional school — normally the summer following your junior year. This timing will place you in the most advantageous position for both your application and the admissions exam (DAT, MCAT, PCAT, VCAT, etc.).

Required courses may not be taken Pass/Fail. A grade of "C" or better (or AP credit) is required in each course used to meet dental/medical school admission requirements. (Admission to professional schools is very competitive. As a result, it is imperative that you consistently perform well academically.)

### Following are the UT Tyler courses which meet minimum admission requirements for dental/medical schools in Texas

(Please refer to the College of Arts and Science website <http://www.uttyler.edu/cas/preprofessional/index.php> for example prerequisites for other pre-professional health tracks like pharmacy, veterinary medicine, physician's assistant, etc.)

**Biology: 14 sem. hrs. (must contain a minimum of 2 sem. hrs. of lab)**

#### General Biology: 8 sem. hrs. (Including Lab)

Students are urged to begin taking general biology during the freshman year because many of the required science courses have general biology prerequisites.

BIOL 1306	General Biology I [TCCN: BIOL 1306]
BIOL 1106	General Biology I Laboratory [TCCN: BIOL 1106]
BIOL 1307	General Biology II [TCCN: BIOL 1307]
BIOL 1107	General Biology II Laboratory [TCCN: BIOL 1107]

#### Other Biology Courses: 6 sem. hrs. (The labs are not required, but are strongly recommended.)

Choose two of the following.

BIOL 3332	Genetics
BIOL 3133	Genetics Laboratory
BIOL 4300	Microbiology
BIOL 4101	Microbiology Laboratory
BIOL 3334	Cell Biology
BIOL 3134	Cell Biology Laboratory
	or
BIOL 4302	Molecular Biology for Modifying Organisms
BIOL 4102	Molecular Biology for Modifying Organisms Laboratory
BIOL 3343	Physiology
BIOL 3144	Physiology Laboratory
BIOL 4350	Immunology

**Chemistry: 19 sem. hours – General, Organic and Biochemistry**

#### General Chemistry: 8 sem. hours (Including Lab)

Students are urged to begin taking general chemistry during the freshman year because many of the required science courses have general chemistry prerequisites.

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1112	General Chemistry II Laboratory [TCCN: CHEM 1112]

#### Organic Chemistry: 8 sem. hours (Including Lab)

CHEM 3342	Organic Chemistry I
CHEM 3143	Organic Chemistry I Laboratory
CHEM 3344	Organic Chemistry II
CHEM 3145	Organic Chemistry II Laboratory

#### Biochemistry: 3 hours

CHEM 4334	Biochemistry I
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(Biochemistry I lab is not required, but strongly recommended)

**Physics: 8 sem. hrs. – Choose one of the appropriate sequences**

#### Sequence for premedical students majoring in engineering

PHYS 2325	University Physics I [TCCN: PHYS 2325]
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PHYS 2125	University Physics I Laboratory [TCCN: PHYS 2125]
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PHYS 2326	University Physics II [TCCN: PHYS
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PHYS 2126 2326]  
University Physics II Laboratory [TCCN:  
PHYS 2126]

**Sequence for premedical students not majoring in engineering**

PHYS 1301 College Physics I [TCCN: PHYS 1301]

PHYS 1101 College Physics I Laboratory [TCCN:  
PHYS 1101]

and

PHYS 1302 College Physics II [TCCN: PHYS 1302]

PHYS 1102 College Physics II Laboratory [TCCN:  
PHYS 1102]

**Mathematics: 7 sem. hrs. – Calculus and Statistics**

**Required Courses**

MATH 2413 Calculus I [TCCN: MATH 2413]

MATH 1342 Statistics [TCCN: MATH 1342]

(The statistics course must be offered in a Department of Mathematics. Though Calculus II is not required, it is strongly recommended for the MCAT or if the student plans to apply for medical school outside of Texas)

**English: 6 sem. hrs.**

**Required Courses**

ENGL 1301 College Composition I [TCCN: ENGL  
1301]

ENGL 1302 College Composition II [TCCN: ENGL  
1302]

**Pre-Theology**

Appropriate undergraduate majors for students who plan to pursue graduate work in theology include English, business, foreign language, history, psychology, speech and philosophy. The American Association of Theological Schools recommends course work in the following areas: English, foreign language, history, natural sciences, psychology, philosophy, religion, and social sciences.

Prospective theological students are advised to consult the catalogs of the theology schools they may wish to attend. In addition, students should consult the Director of the College of Arts and Sciences Advising Center.

**Department of Art and Art History**

**Merrie Wright, Chair**

**Objectives**

The Department of Art and Art History offers programs of study for those students wanting to pursue careers as professional artists as well as those seeking professions in the field of art. The curriculum and mode of operation within the Department of Art and Art History resemble a professional art school, with a broad-based liberal arts education. Students may select an emphasis in studio art, art education or art history.

The prospective major in art should be aware of marked differences in degree programs. Bachelor of Fine Arts in Art (B.F.A.) degree programs emphasize the creative disciplines of studio art and art education for the professional development of individual creative talent. The B.F.A. in Art degree is the preferred preparatory degree for students wanting to pursue studio art, art education and the Master

of Fine Arts (M.F.A.) graduate degree and Master of Arts in Studio Art (M.A.). The Bachelor of Arts (B.A.), which includes a 12-hour foreign language requirement, provides the student with a broad liberal arts education as well as an expansive knowledge of the history of art. The Bachelor of Arts degree prepares students for graduate work in art history as well as careers in the art fields of curatorial, museum, gallery or collection management.

Students are encouraged to participate in the many activities, which the Department of Art and Art History sponsors including the Art Club, Visiting Artist Program, Exhibitions Program, Museum Internship Program, Travel Study and Art History Criticism Lecture Program.

Students should consult an art advisor in their first semester at UT Tyler to plan a course of study in art. A degree plan must be completed in consultation with an art advisor during the students first semester at UT Tyler. The Department of Art and Art History should be consulted to find out which advisor has been assigned to the student.

**Options:**

1. Bachelor of Fine Arts in Art (B.F.A.) with emphasis in the following areas: two-dimensional studio art, three-dimensional studio art, mixed-media art, art history, or art education
2. Bachelor of Arts in Art (B.A.) with a concentration in art history.
3. Minor in Art
4. Teacher Certification leading to all-level certification (K-12) in Texas.

**Art B.F.A.**

**Admission Requirements**

All students wanting to pursue the B.F.A. degree program of study must, within the first nine hours of studio course work at UT Tyler, submit a portfolio to the Faculty Review Committee. Upon approval from the Faculty Review Committee, students will be admitted and may complete a B.F.A. degree plan in consultation with an undergraduate art advisor. If the student is denied entry into the B.F.A. degree program, they will be put on probationary status and may submit another portfolio the following semester. The portfolio reviews are conducted in the last month of each semester (December and April). The Faculty Review Committee, upon request from the student, may waive the review process. (Note: If, after two portfolio reviews, the student is not admitted to the B.F.A. degree program, course work done after the 18-hour review will not apply toward the B.F.A. in Art degree.)

**Total Semester Credit Hours=120**

**Degree Requirements**

1. University Core Curriculum (42 hrs.)
2. A minimum grade of "C" in each art course
3. The following courses or equivalent:
  - a. Art Core Requirements (42 hrs., listed below)
  - b. Upper Division Art History (9 hrs.)
  - c. Upper Division Studio (26 hrs. in any of the areas below)
    - General Studio
    - Two-dimensional (painting, printmaking, etc.)

- Three-dimensional (ceramics, sculpture, etc.) or
  - Art History
- d. ART 4192 Senior Exhibition (1 hr.)

**Art Core Requirements: (42 hours)**

ART 1311	Two-Dimensional Design [TCCN: ARTS 1311]
ART 1312	Three-Dimensional Design [TCCN: ARTS 1312]
ART 1316	Drawing I [TCCN: ARTS 1316]
ART 2303	Art History Survey I [TCCN: ARTS 1303]
ART 2304	Art History Survey II [TCCN: ARTS 1304]
ART 2379	Beginning Ceramics [TCCN: ARTS 2346]
ART 2316	Beginning Painting [TCCN: ARTS 2316]
ART 2333	Beginning Printmaking [TCCN: ARTS 2333]
ART 2326	Beginning Sculpture [TCCN: ARTS 2326]
ART 3300	Composition and Design
ART 3320	Intermediate Life Drawing I
ART 3340	Aesthetics in Visual Learning
ART 3392	Professional Art Practices

Advanced Drawing - select one of the following:

ART 3321, ART 4320, or ART 4373

For all degree programs the final thirty hours in art must be taken at UT Tyler. ART 3315 may be used for teacher certification option only.

Note: All transferred art courses must have the written approval of the chairperson of the department before being applied to degree.

**Art B.A.**

Students interested in careers in the art fields of curatorial, museum, gallery or collection management should consider the Bachelor of Arts degree with a concentration in art history. Students wanting to continue graduate studies in art history after completing their undergraduate degree should select the Bachelor of Arts (B.A.). The two most significant differences between the B.A. in Art and the B.F.A. in Art are the 12-hour foreign language requirement for the B.A. in Art and fewer studio art hours. Students should consult an art history advisor if considering the in Bachelor of Arts in Art.

**Art B.A. with Art History Concentration****Total Semester Credit Hours=120****Degree Requirements**

1. University Core Requirements (42 hrs.)
2. A minimum grade of 'C' in each art course
3. Four semesters of an approved foreign language or demonstration of proficiency.
4. The following courses or equivalent:
  - a. Art History Core Requirements: (9 hrs.)  
ART 2303 Art History Survey I  
ART 2304 Art History Survey II  
ART 3340 Aesthetics in Visual Learning
  - b. Foreign Language (12-16 hrs.)
  - c. Upper-level Art History (34 hrs. minimum)

- d. Minor: Required and selected in related field with advisor approval (18 hrs.)
- e. ART 4192 Senior Exhibition/Thesis (1 hr.)

For all degree programs the final thirty hours in art must be taken at UT Tyler. ART 3315 may be used for teacher certification option only.

**Note:** All transferred art courses must have the written approval of art chair before being applied to degree.

**Art Minor**

Art may be chosen as a minor to satisfy bachelor's degree requirements in other fields. For a minor in art one must complete 18 hours in art, nine of which must be upper division. Courses should be selected in consultation with an art advisor.

**Art History Minor**

Art history may be chosen as a minor to satisfy bachelor's degree requirements in other fields. For a minor in art history one must complete 18 hours in art history, nine of which must be upper division. Courses should be selected in consultation with an art advisor.

**Studio Art Minor**

Studio Art may be chosen as a minor to satisfy bachelor's degree requirements in other fields. For a minor in studio art one must complete 18 hours in studio art, nine of which must be upper division. Courses should be selected in consultation with an art advisor.

**Art Teacher Certification**

All students wishing to be certified to teach art (EC-12) in Texas public schools must complete the Academic Foundations, Professional Development, the B.F.A or B.A. in Art, ART 3310 or ART 3315, and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the School of Education. Those interested in obtaining all-level teaching certification to teach art should pursue the B.A. in Art or B.F.A. in Art with all-level teaching certification option. Art degrees with all-level teaching certification differ from art degrees without all-level teaching certification and students should consult their assigned advisor for details.

**Department of Biology****Dr. Lance Williams, Chair**

The Department of Biology offers the Bachelor of Science in Biology and courses leading to a minor in biology, and teacher certification in Life Science.

**Biology B.S.**



## Overview

The curriculum in biology provides students a fundamental knowledge of biology allowing them exposure to new, cutting edge areas of biological research. The biology degree prepares students to enter exciting and challenging careers in the many diverse and rapidly expanding areas of biological employment, including molecular biology, biotechnology, microbiology, science teaching, forensics, environmental biology, conservation and the health sciences (medical/dental school; veterinary, pharmacology, physical therapy, occupational therapy, dosimetry, public health (microbiology), chiropractic, optometry, physician assistant, podiatry, cytotechnology and clinical laboratory sciences.) The biology program also provides courses for general education (university core) in the natural sciences to introduce students to science, biology, biological concepts and how these affect society. The Department of Biology also provides courses to support other university programs such as chemistry, education, kinesiology, criminal justice (forensics), pharmacology, and nursing. Excellence in teaching and faculty mentoring with students is of the highest priority in the department. Many of the biology faculty have received UT System-wide and University-wide teaching excellence awards. Biology faculty have nationally and internationally recognized research programs in which students are highly encouraged to participate to prepare them for future studies at the graduate level and professional schools.

## Biology High School Preparation

Students desiring a major in biology are expected to have a strong high school background in science and mathematics as well as to have good writing skills. Calculus, biology, chemistry, and physics are disciplines the student should have studied in high school. Students who have not had these studies in high school may have additional prerequisite courses as part of their curriculum. Contact the chair of the Department of Biology for information and advisement.

## Options:

The following options are available to a student interested in biology:

1. B.S. in Biology- 29 semester hours of Core Biology Courses (most of these courses require laboratory): General Biology I & II, Ecology, Cell Biology, Plant Biology, Evolution, Scientific Communication I & II; 21 semester hours of Biology Electives chosen from the following: Vertebrate Natural History, Aquatic Biology, Biogeography, Ornithology, Herpetology, Conservation Biology, Entomology, Cell & Molecular biology, Microbiology, Physiology, Immunology, Genomics, Bioinformatics. Non-biology Courses required: Calculus I, College or University Physics I & II, General Chemistry I & II, Organic Chemistry I & II, Biochemistry I. Statistics is required for many health professional schools (medical/dental/PA etc).
2. Minor in Biology: General Biology I & II plus 12 upper-division hours for a total of 20 semester hours.
3. Teacher Certification: See Teacher Certification in Life Science or Science.

## Degree Requirements

### Total Semester Credit Hours = 120

1. University Core Curriculum—(42 hrs.)
2. A grade of C or above in all required upper-division Biology courses attempted.

3. Lower division preparation (may be part of University Core) 20 semester hours:
  - a. CHEM 1311/CHEM 1111 and CHEM 1312/CHEM 1112; MATH 2413; PHYS 1301/PHYS 1101 and PHYS 1302/PHYS 1102 or PHYS 2325/PHYS 2125 and PHYS 2326/PHYS 2126
4. Required Biology courses (46 hours with a minimum of 16 upper-division hours at this university)
  - a. Biology Core (29 hrs. - see list below)
  - b. Biology Electives (15 hrs. - see list below)
5. Additional courses required for the B.S. in Biology (12 semester hrs.)
  - a. CHEM 3342/CHEM3143 and CHEM 3344/CHEM 3145 Organic Chemistry I & II (8 semester hrs.)
  - b. CHEM 4334/CHEM 4135 Biochemistry (4 semester hrs.)
6. Additional electives
  - a. CHEM 3310/CHEM 3111 Analytical Chemistry or Math1342 Statistics

### Biology Core (29 hrs.)

BIOL 1306	General Biology I [TCCN: BIOL 1306]
BIOL 1106	General Biology I Laboratory [TCCN: BIOL 1106]
BIOL 1307	General Biology II [TCCN: BIOL 1307]
BIOL 1107	General Biology II Laboratory [TCCN: BIOL 1107]
BIOL 3332	Genetics
BIOL 3133	Genetics Laboratory
BIOL 3336	Ecology
BIOL 3137	Ecology Laboratory
BIOL 3334	Cell Biology
BIOL 3134	Cell Biology Laboratory
BIOL 3339	Plant Biology
BIOL 3139	Plant Biology Lab
BIOL 4114	Scientific Communication I
BIOL 4115	Scientific Communication II
BIOL 3338	Biological Evolution
BIOL 3339	Plant Biology
BIOL 3139	Plant Biology Lab
	or
BIOL 3348	Plant Taxonomy
	and
BIOL 3147	Plant Taxonomy Laboratory

### Biology electives (15 hrs.)

Must complete at least one course from each of the four groups.

Course with corresponding lab are counted as one course selection.

#### Group I

BIOL 4300	Microbiology
BIOL 4101	Microbiology Laboratory
BIOL 4306	Bioinformatics
BIOL 4106	Bioinformatics Lab

#### Group II

BIOL 4304	Biogeography
BIOL 3329	Genomics
BIOL 3350	Conservation Biology
BIOL 4350	Immunology

#### Group III

BIOL 4305	Aquatic Biology
BIOL 4105	Aquatic Biology Lab
BIOL 4331	Entomology
BIOL 4132	Entomology Laboratory
BIOL 4340	Ornithology

BIOL 4141	Ornithology Laboratory
<b>Group IV</b>	
BIOL 4335	Vertebrate Natural History
BIOL 4136	Vertebrate Natural History Laboratory
BIOL 3343	Physiology
BIOL 3144	Physiology Laboratory
BIOL 4330	Herpetology
BIOL 4131	Herpetology Laboratory

## Genomics and Bioinformatics Minor

The primary objective of this minor is to train students in the genomics and bioinformatics, two new and emerging fields. Much of biological science and medicine are embracing genomic approaches to various questions of both basic and applied significance. It is expected that genomics will permeate much of clinical medicine within 5 years. Students will understand the general principles and applications underlying genomics and introduced to the basics of computer programming skills that are required to analyze genome-wide data and interpret the results.

### Requirements

Students wishing to earn a minor in genomics and bioinformatics must complete the following courses.

BIOL 1306 General Biology I\*  
 BIOL 1106 General Biology I Laboratory\*  
 BIOL 1307 General Biology II\*  
 BIOL 1107 General Biology II Laboratory\*  
 BIOL 3329 Genomics  
 BIOL 4306 Bioinformatics  
 BIOL 4106 Bioinformatics Laboratory  
 COSC 1336 Programming Fundamentals\*  
 COSC 1337 Object-Oriented Paradigm\*  
 COSC 2336 Data Structures and Algorithms

Courses marked with a \* could be part of University core or a required course for some majors.

## Life Science or Science Teacher Certification

All students wishing to be certified in life science (7-12) or science (4-8) in Texas public schools must complete the Academic Foundations, Professional Development, required science courses (7-12 requires completion of the Life Science Certification Option as described below), and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the School of Education.

Bachelor Science in Biology: Life Science Secondary Teacher Certification Option--Total Semester Credit Hours=123

**University Core Curriculum—(42 hrs.)**

**2.0 grade point average in all required upper-division courses attempted**

**A grade of "C" or better in all courses used for certification**

**Lower division preparation (32 hrs.; 14 hrs. of which are included in the University Core Curriculum)**

BIOL 1306	General Biology I [TCCN: BIOL 1306]
BIOL 1106	General Biology I Laboratory [TCCN: BIOL 1106]
BIOL 1307	General Biology II [TCCN: BIOL 1307]
BIOL 1107	General Biology II Laboratory [TCCN: BIOL 1107]
CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1112	General Chemistry II Laboratory [TCCN: CHEM 1112]
MATH 2413	Calculus I [TCCN: MATH 2413]
MATH 2414	Calculus II [TCCN: MATH 2414]
PHYS 1301	College Physics I [TCCN: PHYS 1301]
PHYS 1101	College Physics I Laboratory [TCCN: PHYS 1101]
PHYS 1302	College Physics II [TCCN: PHYS 1302]
PHYS 1102	College Physics II Laboratory [TCCN: PHYS 1102]
	or
PHYS 2325	University Physics I [TCCN: PHYS 2325]
PHYS 2125	University Physics I Laboratory [TCCN: PHYS 2125]
PHYS 2326	University Physics II [TCCN: PHYS 2326]
PHYS 2126	University Physics II Laboratory [TCCN: PHYS 2126]

### Upper division biology courses

#### Biology Core (13 hrs.)

BIOL 3332	Genetics
BIOL 3133	Genetics Laboratory
BIOL 3336	Ecology
BIOL 3137	Ecology Laboratory
BIOL 3334	Cell Biology
BIOL 3144	Physiology Laboratory
BIOL 4114	Scientific Communication I

#### Distribution Requirements (one course from each group)

##### Group I

BIOL 4300	Microbiology
BIOL 4101	Microbiology Laboratory
BIOL 4306	Bioinformatics
BIOL 4106	Bioinformatics Lab

##### Group II

BIOL 4304	Biogeography
BIOL 3329	Genomics
BIOL 3350	Conservation Biology
BIOL 4350	Immunology

##### Group III

BIOL 4305	Aquatic Biology
BIOL 4105	Aquatic Biology Lab
BIOL 4331	Entomology
BIOL 4132	Entomology Laboratory

BIOL 4340 Ornithology  
 BIOL 4141 Ornithology Laboratory

**Group IV**

BIOL 4335 Vertebrate Natural History  
 BIOL 4136 Vertebrate Natural History Laboratory  
 BIOL 3343 Physiology  
 BIOL 3144 Physiology Laboratory  
 BIOL 4330 Herpetology  
 BIOL 4131 Herpetology Laboratory

**Additional upper-division chemistry courses (11-12 hours)**

CHEM 3342 Organic Chemistry I  
 CHEM 3143 Organic Chemistry I Laboratory  
 CHEM 3344 Organic Chemistry II  
 CHEM 3145 Organic Chemistry II Laboratory  
 CHEM 4334 Biochemistry I  
 CHEM 4135 Biochemistry I Laboratory  
 CHEM 3310 Analytical Chemistry  
 CHEM 3111 Analytical Chemistry Laboratory  
 or  
 MATH 1342 Statistics [TCCN: MATH 1342]

**Special Requirements for all Lecture/Laboratory Courses**

The department teaches lecture courses and related laboratory courses as units; they should be taken concurrently. If a student fails either course in such a lecture/laboratory combination, one course may be repeated without repeating the other. Students may not use as part of the degree requirements a biology lecture course without the corresponding laboratory course (if one is available for that course) or a laboratory course without the corresponding lecture course, unless otherwise stated in the course description.

Students must pay for any broken or damaged equipment or glassware in science labs.

**PRE-MEDICAL TECHNOLOGY (CLINICAL LABORATORY SCIENCES) See College of Nursing and Health Sciences (p. 130)**

**Department of Chemistry and Biochemistry**

**Dr. Tanya Shtoyko, Chair**

The Department of Chemistry and Biochemistry offers the Bachelor of Science in chemistry, the Bachelor of Science in Biochemistry, the Bachelor of Science in chemistry with a biochemistry emphasis, a minor in chemistry, a minor in biochemistry, a minor in physics, courses in geology, and teacher certification. The ability to double major in chemistry and biochemistry is also possible and is a strong option for students wanting to transition into a graduate, medical, or other professional health-related program. The chemistry and biochemistry programs are approved by the American Chemical Society (ACS). All graduates completing an ACS approved degree track will earn certification as an ACS-Certified Professional Chemist.

**Chemistry B.S. (ACS-Certified)****Objectives**

The Department of Chemistry & Biochemistry offers students an opportunity to acquire a solid fundamental understanding of chemical principles, to acquire basic laboratory skills, to develop skills in oral and written communication and the use of the chemical literature, to gain an appreciation of chemistry, to develop critical thinking and logical reasoning, to use the scientific method, and to develop an ability to learn and work independently that will prepare them for advanced studies and successful careers in industry, medicine, dentistry, pharmacy, forensics, government, and education.

The chemistry and biochemistry curricula are designed to accomplish the above objectives through contact with specific chemistry content, exposure to laboratory experiences, and encouragement of the creative process and independent research. The degree program is flexible so that an individual can best prepare for his or her specific career. Students are encouraged to choose supporting work and electives which reinforce their knowledge of chemistry and biochemistry. Students who receive a Bachelor of Science degree in chemistry or the Bachelor of Science in chemistry with a biochemistry emphasis, and complete the curriculum approved by the American Chemical Society (ACS) graduate as ACS-certified chemists.

**Chemistry High School Preparation**

Students desiring to major in chemistry are expected to have a strong high school background in science and mathematics as well as good writing skills. Calculus, biology, chemistry, and physics are disciplines that the student should have studied in high school. Students who have not had these studies in high school may have additional prerequisite courses as part of their curriculum. Contact the chair of the Department of Chemistry & Biochemistry for information and advisement.

**Degree Requirements****Total Semester Hours=120**

1. University Core Curriculum — 42 hrs.
2. A minimum grade of "C" in all chemistry courses.
3. Completion of BIOL 1306/BIOL 1106, BIOL 1307/BIOL 1107, MATH 2413, MATH 2414, MATH 3203, MATH 3404, PHYS 2325/PHYS 2125, and PHYS 2326/PHYS 2126.
4. Completion of 49 semester hours of chemistry. Twelve semester hours of upper-division chemistry must be completed at this university. Chemistry courses required listed below.
5. Approved lower and upper-division electives selected with the student's career goals in mind. Suggested electives include courses in chemistry, biology, mathematics, computer science, statistics, education, speech, technical writing, technology, economics, psychology, sociology, and business administration.

Preparation for careers in specialized areas of chemistry and biochemistry is possible by careful selection of supporting areas of concentration. A partial list of specialized chemistry and biochemistry careers includes chemical marketing, chemical business, environmental chemistry, forensic science, pre-law (chemical patents), health professions (pre-medical and pre-dental), technical writing, biotechnology, and chemical technology. Students should confer with the academic advisor of the department in regard to such options and their career goals.

**Chemistry Courses Required (49 hrs.)**

Completion of 49 semester hours of chemistry. Twelve semester hours of upper-division chemistry must be completed at this university.

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1112	General Chemistry II Laboratory [TCCN: CHEM 1112]
CHEM 3310	Analytical Chemistry
CHEM 3111	Analytical Chemistry Laboratory
CHEM 3320	Inorganic Chemistry
CHEM 3121	Inorganic Chemistry Laboratory
CHEM 3342	Organic Chemistry I
CHEM 3143	Organic Chemistry I Laboratory
CHEM 3344	Organic Chemistry II
CHEM 3145	Organic Chemistry II Laboratory
CHEM 3352	Physical Chemistry I
CHEM 3153	Physical Chemistry I Laboratory
CHEM 3354	Physical Chemistry II
CHEM 3155	Physical Chemistry II Laboratory
CHEM 4312	Instrumental Analysis
CHEM 4113	Instrumental Analysis Laboratory
CHEM 4330	Advanced Inorganic Chemistry
CHEM 4334	Biochemistry I
CHEM 4135	Biochemistry I Laboratory
CHEM 4240	Spectroscopy
CHEM 4346	Advanced Organic Chemistry
CHEM 4191	Seminar

**Biochemistry B.S. (ACS Certified)****Objectives**

The B.S. in Biochemistry is a 120-hour degree accredited by the American Chemical Society (ACS). The graduate will not only receive the B.S. in Biochemistry, but will also be an ACS Certified Professional Chemist. A major frontier in chemistry is the study of the chemical basis of life, disease, and its treatment. Biochemistry is the area of chemistry that studies the structure, composition, and chemical reactions of substances in living systems. In short, it is the chemistry of life. Biochemistry is an especially versatile chemistry major giving undergraduates many options. A biochemistry major provides a strong background for entering into careers or graduate/professional programs in biochemical research, medicine, veterinary medicine, pharmacy, dentistry, biotechnology, and many other science- and health-related fields. Biochemists are employed as research scientists, forensic scientists and technicians in clinical, governmental and university laboratories and by diverse companies in the chemical, pharmaceutical, agricultural, food and scientific equipment industries. Because of the growing importance of biochemistry in modern medicine and the allied health sciences, the B.S. in biochemistry is an important advantage for careers in medicine, dentistry, drug design and development, and the study of disease and its treatment. This degree is an ideal choice for students who plan careers in medicine, pharmaceutical research, or other health-related fields.

**Chemistry High School Preparation**

Students desiring to major in chemistry are expected to have a strong high school background in science and mathematics as well as good writing skills. Calculus, biology, chemistry, and physics are disciplines that the student should have studied in high school.

Students who have not had these studies in high school may have additional prerequisite courses as part of their curriculum. Contact the chair of the Department of Chemistry & Biochemistry for information and advisement.

**Degree Requirements****Total Semester Hours = 120**

1. University Core Curriculum — 42 hrs.
2. A minimum grade of "C" in all chemistry courses.
3. Completion of BIOL 1306/BIOL 1106, BIOL 1307/BIOL 1107 and 8 hours of advanced biology electives chosen from BIOL 4300/BIOL 4301, BIOL 3343/BIOL 3144, BIOL 3332/BIOL 3133, BIOL 4350, and BIOL 3334/BIOL 3134. Taking 12 SCH from this list to obtain a minor in Biology is recommended.
4. Completion of MATH 2413, MATH 2414, and MATH 1342.
5. Completion of PHYS 1301/PHYS 1101 and PHYS 1302/PHYS 1102 or PHYS 2325/PHYS 2125 and PHYS 2326/PHYS 2126.
6. Completion of 48 semester hours of chemistry. Twelve semester hours of upper-division chemistry must be completed at this university. Chemistry courses required or prescribed as electives are listed below.
7. Approved lower and upper-division electives selected with the student's career goals in mind. Suggested electives include courses in chemistry, biology, mathematics, computer science, statistics, education, speech, technical writing, technology, economics, psychology, sociology, and business administration.

Preparation for careers in specialized areas of biochemistry are possible by careful selection of supporting areas of concentration. A partial list of specialized chemistry and biochemistry careers includes chemical marketing, chemical business, environmental chemistry, forensic science, pre-law (chemical patents), health professions (pre-medical and pre-dental), technical writing, biotechnology, and chemical technology. Students should confer with the academic advisor of the department in regard to such options and their career goals.

**Required Chemistry Courses**

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1112	General Chemistry II Laboratory [TCCN: CHEM 1112]
CHEM 3310	Analytical Chemistry
CHEM 3111	Analytical Chemistry Laboratory
CHEM 3342	Organic Chemistry I
CHEM 3143	Organic Chemistry I Laboratory
CHEM 3344	Organic Chemistry II
CHEM 3145	Organic Chemistry II Laboratory
CHEM 4334	Biochemistry I
CHEM 4135	Biochemistry I Laboratory
CHEM 4336	Biochemistry II
CHEM 4344	Molecular Basis of Disease
CHEM 4340	Proteomics
CHEM 3320	Inorganic Chemistry
CHEM 3121	Inorganic Chemistry Laboratory

CHEM 3352	Physical Chemistry I
CHEM 3153	Physical Chemistry I Laboratory
CHEM 3346	Macromolecular, Supramolecular, and Nanoscale Chemistry
CHEM 4191	Seminar

**Choose 3 SCH from the following Advanced Chemistry Electives**

CHEM 4312	Instrumental Analysis
CHEM 3354	Physical Chemistry II
CHEM 4330	Advanced Inorganic Chemistry
CHEM 4346	Advanced Organic Chemistry
CHEM 4240	Spectroscopy
CHEM 4195	Undergraduate Research

**Chemistry B.S.--Biochemistry Emphasis (ACS-Certified)****Total Semester Hours=120****Degree Requirements**

1. University Core Curriculum — 42 hrs.
2. A minimum grade of "C" in all chemistry courses.
3. Completion of BIOL 1306/BIOL 1106, BIOL 1307/BIOL 1107, MATH 2413, MATH 2414, MATH 3404, PHYS 2325/PHYS 2125, and PHYS 2326/PHYS 2126.
4. Completion of 52 semester hours of chemistry. Twelve semester hours of upper-division chemistry must be completed at this university. Chemistry courses required listed below.
5. Four (4) hours of biology (lab/lecture) chosen from BIOL 3334/BIOL 3134, BIOL 3332/BIOL 3133, or BIOL 4300/BIOL 4101. A minor in biology, completed by taking all three of these courses, is strongly recommended.
6. Approved lower and upper-division electives selected with the student's career goals in mind. Suggested electives include courses in chemistry, biology, mathematics, computer science, statistics, education, speech, technical writing, technology, economics, psychology, sociology, and business administration.

Preparation for careers in specialized areas of chemistry and biochemistry is possible by careful selection of supporting areas of concentration. A partial list of specialized chemistry and biochemistry careers includes chemical marketing, chemical business, environmental chemistry, forensic science, pre-law (chemical patents), health professions (pre-medical and pre-dental), technical writing, biotechnology, and chemical technology. Students should confer with the academic advisor of the department in regard to such options and their career goals.

**Chemistry Courses Required (52 hrs.)**

Twelve semester hours of upper-division chemistry must be completed at this university.

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1112	General Chemistry II Laboratory [TCCN: CHEM 1112]
CHEM 3310	Analytical Chemistry
CHEM 3111	Analytical Chemistry Laboratory
CHEM 3320	Inorganic Chemistry
CHEM 3121	Inorganic Chemistry Laboratory
CHEM 3342	Organic Chemistry I
CHEM 3143	Organic Chemistry I Laboratory

CHEM 3344	Organic Chemistry II
CHEM 3145	Organic Chemistry II Laboratory
CHEM 3352	Physical Chemistry I
CHEM 3153	Physical Chemistry I Laboratory
CHEM 3354	Physical Chemistry II
CHEM 3155	Physical Chemistry II Laboratory
CHEM 4312	Instrumental Analysis
CHEM 4113	Instrumental Analysis Laboratory
CHEM 4330	Advanced Inorganic Chemistry
CHEM 4334	Biochemistry I
CHEM 4135	Biochemistry I Laboratory
CHEM 4240	Spectroscopy
CHEM 4336	Biochemistry II
CHEM 4346	Advanced Organic Chemistry
CHEM 4191	Seminar

**Chemistry B.S. - Teacher Certification Option****Teacher Certification in Chemistry**

All students wishing to be certified to teach chemistry (7-12), or physical science (4-8) in Texas public schools must complete the Academic Foundations, Professional Development, required science courses (7-12, see curriculum below), and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information, see an advisor in the School of Education.

**Total Semester Credit Hours = 120****Degree Requirements**

1. University Core Curriculum—(42 hrs.)
2. A grade of "C" or better in all courses used for certification.
3. Completion of BIOL 1306/BIOL 1106 and 1307/BIOL 1107; MATH 2413, 2414, and 3404; PHYS 2325/PHYS 2125 and PHYS 2326/PHYS 2126
4. Completion of 42 semester hours of chemistry. Twelve semester hours of upper-division chemistry must be completed at this university. Chemistry courses required listed below.
5. Approved lower and upper-division electives selected with student's career goals in mind. Suggested electives include courses in chemistry, biology, mathematics, computer science, statistics, education, speech, technical writing, technology, economics, psychology, sociology, and business administration.

**Chemistry Courses Required (42 hrs.)**

Completion of 42 semester hours of chemistry. Twelve semester hours of upper-division chemistry must be completed at this university.

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
CHEM 1312	General Chemistry II [TCCN: CHEM 1312]
CHEM 1112	General Chemistry II Laboratory [TCCN: CHEM 1112]
CHEM 3310	Analytical Chemistry
CHEM 3111	Analytical Chemistry Laboratory
CHEM 3320	Inorganic Chemistry
CHEM 3121	Inorganic Chemistry Laboratory
CHEM 3342	Organic Chemistry I
CHEM 3143	Organic Chemistry I Laboratory
CHEM 3344	Organic Chemistry II
CHEM 3145	Organic Chemistry II Laboratory
CHEM 3352	Physical Chemistry I

CHEM 3153	Physical Chemistry I Laboratory
CHEM 4334	Biochemistry I
CHEM 4135	Biochemistry I Laboratory

### Upper-level Electives

Choose upper-level electives from this list to total at least 10 hours.

CHEM 3354	Physical Chemistry II
CHEM 3155	Physical Chemistry II Laboratory
CHEM 4312	Instrumental Analysis
CHEM 4113	Instrumental Analysis Laboratory
CHEM 4330	Advanced Inorganic Chemistry
CHEM 4336	Biochemistry II
CHEM 4240	Spectroscopy
CHEM 4346	Advanced Organic Chemistry

## Chemistry Minor

A student may choose chemistry as a minor to satisfy bachelor's degree requirements with a major in another field. The minor requires a total of 24 semester hours of chemistry, with a minimum of a "C" in all courses.

Required courses include CHEM 1311/CHEM 1111, CHEM 1312/CHEM 1112, CHEM 3342/CHEM 3143 and CHEM 3344/CHEM 3145. Students must also select any two of the following courses: CHEM 3310/CHEM 3111, CHEM 3320/CHEM 3121, CHEM 3352/CHEM 3153, and CHEM 4334/CHEM 4135.

Note: instructor consent would be required for students wishing to take CHEM 3352/CHEM 3153 without meeting the CHEM 3310/CHEM 3111 prerequisites.

## Biochemistry Minor

A student may choose biochemistry as a minor to satisfy bachelor's degree requirements with a major in another field. The biochemistry minor requires a total of 23 semester hours of chemistry, with a minimum of a "C" in all courses.

Required courses include CHEM 1311/CHEM 1111, CHEM 1312/CHEM 1112, CHEM 3342/CHEM 3143, CHEM 3344/CHEM 3145; CHEM 4334/CHEM 4135 and CHEM 4336.

## Physics Minor

A student may choose a minor in physics to satisfy bachelor's degree requirements with a major in another field. The minor requires a total of 18 semester hours of physics with a minimum grade of "C" in all courses.

The student must take PHYS 2325/PHYS 2125 and PHYS 2326/PHYS 2126 for 8 semester hours and 10 hours of upper level physics courses. Note that courses taught in other departments with significant physics content may count toward the minor with permission of the chemistry department chair.

## Special Requirements for Lecture/Laboratory Courses

The department teaches lecture courses and related laboratory courses as units taken concurrently. If a student fails either course in such a lecture/laboratory combination, it may be repeated without repeating

the other. No student may use as part of his or her degree requirements a chemistry lecture course without the corresponding laboratory course (if one is available for that course) or a laboratory course without the corresponding lecture course, unless otherwise stated in the course description.

Students will pay for any broken or damaged items of equipment or glassware in science labs.

## Department of Communication

**Dr. Dennis Robertson, Interim Chair**

The Department of Communication offers bachelor degrees in communication science and disorders, mass communication and speech communication, elective courses in mass communication and speech communication, and supplementary programs for undergraduates in other disciplines.

The study of communication has assumed fundamental significance as society accelerates into the information age and has implications for all fields of study. For that reason, a minor in communication is an excellent choice for students in any field. It is especially valuable for students undecided on a major since knowledge, skills, and abilities in the communication process will be useful wherever people interact.

The Department of Communication attempts to produce students who have an appreciation for all aspects of communication, as well as a broad understanding of the process by which shared meanings are created. The department's goal is to prepare students with specific skills as communicators within the broader context of a liberal arts tradition.

Each specific degree program is tailored to the individual student's interests and abilities. For mass communication and speech communication students, the department offers the student an opportunity to develop effective communication skills through courses in rhetoric and public address, interpersonal and small group communication, organizational communication, public relations, photography, layout/design, and multimedia journalism. For communication sciences and disorders students, the department offers a pre-professional degree program that prepares them for graduate studies in communication sciences and disorders and for use in obtaining a SLP-A license.

Students are encouraged to participate in departmental and university programs such as the University Debate Team, the UT Tyler *Patriot Talon* campus newspaper, and the national honorary forensics society Pi Kappa Delta.

## Mass Communication B.A./B.S.

### Objectives

The study of mass communication prepares students for careers in news reporting and editing for digital media, newspapers, television, public relations, and other mass media. The department's graduates usually take jobs with businesses, government agencies, professional, and non-profit organizations. Other graduates enter advertising or areas of specialized communication such as writing about medicine,

technology, or business. Still others are choosing careers in “new media” - interactive computer systems, and information distribution. The mass communication major also is excellent preparation for law school.

The department offers the B.S. in Communication Sciences and Disorders; the B.A. and B.S. in Mass Communication, and the B.A. and B.S. in Speech Communication and the Master of Arts in Communication. The B.A. requires a foreign language sequence. The B.S. requires a set of courses in geography, economics, computer science, mathematics and/or science in place of the foreign language. The study in mass communication should be part of a broad and flexible education and the total educational experience is more important than any single part of it. Accordingly, more than seventy percent of a major’s work must be done outside of mass communication.

Students desiring teacher certification in mass communication or speech communication for Texas secondary schools must meet additional requirements that vary according to whether mass communication/speech communication is their first or second teaching field.

### Options

1. B.A. in Mass Communication: 36 hours in mass communication, 24 of which must be upper division; 18 hours in a minor; 12-14 hours of a foreign language.
2. B.S. in Mass Communication: 36 hours in mass communication, 24 of which must be upper division; 18 hours in a minor; six hours of mathematics, science, economics, geography and/or computer science, in addition to those otherwise counted as lower-division preparation.
3. Minor in Mass Communication: 18 hours in mass communication, 12 of which must be upper division.
4. Teacher Certification
5. Minor in Graphic Design: 18 hours of coursework, comprised of 15 hours of required courses in mass communication and 3 hours electives.

### Degree Requirements

#### Total Semester Credit Hours=120

##### University Core Curriculum (42 hrs.)

A minimum grade of "C" in all mass communication courses

36 hours of Mass Communication, 24 of which must be upper-division, and 12 of these 24 upper-division hours must be taken at UT Tyler.

##### Mass Communication Core: (15 hours)

MCOM 2306	Media Design & Production
MCOM 2311	Writing for Mass Media [TCCN: COMM 2311]
MCOM 2313	Introduction to Multimedia Production
MCOM 3318	Media Law and Ethics
MCOM 3390	Mass Communication Theory

MCOM 2306, MCOM 2311, and MCOM 2313: must be taken within the first nine (9) hours of mass communication courses.

MCOM 2306: students demonstrating competency may substitute an additional three hours of mass communication electives.

**Electives, which include 12-14 hours of foreign language (the student may also complete this foreign language requirement by**

**passing a written examination approved by the foreign language faculty).**

**Minor: at least 18 hrs. in a single related discipline, 12 of which must be upper-division, to be chosen in consultation with the student's major advisor.**

### Multimedia Journalism Option - Outside Required Courses (9 hours)

#### Competency: Argument

##### Choose 3 hours from:

SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
SPCM 2335	Argumentation and Debate [TCCN: SPCH 2335]
SPCM 3321	Business and Professional Speaking
SPCM 3325	Persuasive Communication

#### Competency: Analysis and Systematic Inquiry

##### 3 hours:

SPCM 2310	Investigating Communication
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#### Competency: Complex Organization

##### Choose 3 hours from:

SPCM 4315	Organizational Communication
SPCM 4333	Religious Communication
SPCM 4334	Political Communication
SPCM 4344	Media Ecology

### Multimedia Journalism Option: (21 hours)

#### Competency: Writing/Storytelling (12 UD hours)

##### Required 3 hours:

MCOM 3303	News Writing
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##### Choose 9 hours from:

MCOM 3301	Feature Writing
MCOM 4325	Multimedia Writing and Storytelling
MCOM 4332	Advanced Multimedia News
MCOM 4370	Undergraduate Internship Program Mass Communication

#### Competency: Diversity/Human Relations (3 hours)

MCOM 2307	Mass Media and Society [TCCN: COMM 1307]
MCOM 3385	History of Mass Media
MCOM 4310	Community Journalism
MCOM 4370	Undergraduate Internship Program Mass Communication
MCOM 4361	Media Ethics
SPCM 4330	Interviewing
SPCM 4331	Intercultural Communication

#### Competency: Mediated Presentation (6 UD hours)

MCOM 3312	Publication Design
MCOM 3350	Video Production
MCOM 3360	Photojournalism
MCOM 3365	Digital Photography
MCOM 3370	Web Design
MCOM 3380	Brand Identity Design
MCOM 4370	Undergraduate Internship Program Mass Communication

Total Multimedia Journalism Option - 36 Sem. Credit Hrs.

### Public Relations/Integrated Communication - Outside Required: (9 hours)

#### Competency: Argument

##### Choose 3 hours from:

SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
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SPCM 2335	Argumentation and Debate [TCCN: SPCH 2335]
SPCM 3321	Business and Professional Speaking
SPCM 3325	Persuasive Communication

**Competency: Complex Organization****Choose 3 hours from:**

SPCM 4315	Organizational Communication
SPCM 4333	Religious Communication
SPCM 4334	Political Communication
SPCM 4344	Media Ecology

**Competency: Diversity/Human Relations****Choose 3 hours from:**

MCOM 2307	Mass Media and Society [TCCN: COMM 1307]
MCOM 3385	History of Mass Media
SPCM 3322	Small Group Communication
SPCM 4330	Interviewing
SPCM 4331	Intercultural Communication

Total PR/Integrated Communication Outside Required - 9 Sem. Credit Hrs.

**Public Relations/Integrated Communication Option: (21 hours)****Competency: Analysis and Systematic Inquiry (9 UD hours)**

MCOM 2375	Introduction to Public Relations [TCCN: COMM 2330]
	or
MCOM 2340	Introduction to Advertising [TCCN: COMM 2327]
MCOM 4363	Public Relations Case Studies
MCOM 4365	Public Relations Campaigns

**Competency: Writing/Storytelling: (6 UD hours)**

MCOM 3395	Writing for Public Relations and Advertising
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**Choose 3 hours from:**

MCOM 3301	Feature Writing
MCOM 4325	Multimedia Writing and Storytelling
MCOM 4370	Undergraduate Internship Program Mass Communication

**Competency: Mediated Presentation: (6 UD hours)**

MCOM 3311	Visual Design
MCOM 3350	Video Production
MCOM 3360	Photojournalism
MCOM 3365	Digital Photography
MCOM 3370	Web Design
MCOM 3380	Brand Identity Design
MCOM 4370	Undergraduate Internship Program Mass Communication

Total Public Relation/Integrated Communication Option - 36 Sem. Credit Hrs.

**Mass Communication B.S.****Total Semester Credit Hours=120**

The B.S. degree requirements in mass communication are the same as those for the B.A. degree except that instead of a foreign language requirement, the student is required to take six hours of mathematics, science, economics, geography, and/or computer science, in addition to those otherwise counted in the Core Curriculum. These six hours may be taken at the lower- or upper-division.

**Mass Communication Minor**

Mass Communication may be chosen as a minor to satisfy bachelor degree programs with majors in other fields. This program requires 18 hours of mass communication, 12 of which must be upper division. Courses are selected by the student in consultation with a member of the Department of Communication.

**Mass Communication Teacher Certification**

All students wishing to be certified to teach journalism (7-12) in Texas public schools must complete the Academic Foundations, Professional Development, the B.A./B.S. requirements for the Mass Communication degree, and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the School of Education.

**Graphic Design Minor**

The minor in Graphic Design will prepare students to design content online as well as print platforms. Students will learn to design layout for web, brochure, logo, campaign, advertisement, video, photography, and other multimedia applications.

**Degree Requirements**

This minor consists of 18 hours of coursework, comprised of 15 hours of required courses and 3 hours of electives.

**Required Courses**

MCOM 2306	Media Design & Production
MCOM 2313	Introduction to Multimedia Production
MCOM 3311	Visual Design
MCOM 3312	Publication Design
MCOM 3370	Web Design

**Elective Courses (choose one)**

ART 1301	Introduction to Art [TCCN: ARTS 1301]
ART 1311	Two-Dimensional Design [TCCN: ARTS 1311]
MCOM 2340	Introduction to Advertising [TCCN: COMM 2327]
MCOM 3360	Photojournalism
MCOM 3365	Digital Photography
MCOM 4370	Undergraduate Internship Program Mass Communication

**Communication Sciences and Disorders B.S.**

Students majoring in communication sciences and disorders gain knowledge in speech/language pathology, audiology, or education of the deaf/hearing-impaired. After completing the necessary undergraduate coursework, they may seek the graduate degrees that are required for professional accreditation by the American Speech Language- Hearing Association (for those in speech/language pathology and audiology) or the Council on Education of the Deaf (for those who pursue education of the deaf/hearing-impaired). Students in speech/language pathology and audiology who wish to practice in Texas must be licensed by the Texas Department of State Health Services; those in education of the deaf/hearing-impaired must be certified by the Texas State Board for Educator Certification.



The department offers the B.S. in Communication Sciences and Disorders, which requires:

1. 33 hours in Communication Sciences and Disorders;
2. at least 36 upper-division hours total;
3. a minor with at least 18 hours;
4. successful completion of SPCM 1311 (or COMM 1311), Introduction to Communication Studies; and
5. 6 hours in geography, economics, computer science, mathematics and/or science, in addition to those otherwise counted as lower-division preparation, to fulfill the requirements for a Bachelor of Science degree. The study in Communication Sciences and Disorders should be part of a broad and flexible education and the total educational experience is more important than any single part of it. Accordingly, at least seventy percent of a major's work must be done outside of Communication Sciences and Disorders.

### Degree Requirements

Total Semester Credit Hours - 120

**University Core Curriculum (42 hrs.)**

**A minimum grade of "C" in all Communication Sciences and Disorders courses.**

**Communication Sciences and Disorders Coursework - 36 hours**

**Introductory Course - 3 hours**

SPCM 1311 Introduction to Communication Studies  
[TCCN: SPCH 1311]

**33 hours of upper-division Communication Sciences and Disorders, and 12 must be taken at UT Tyler.**

COMD 3306	Introduction to Communication Disorders
COMD 3311	Phonetic Description of Speech
COMD 3313	Hearing Science
COMD 3318	Acquisition of Communication Abilities in Children
COMD 3341	Principles of Audiology
COMD 3350	Language and the Brain
COMD 3358	Anatomy and Physiology of the Speech and Hearing Mechanism
COMD 3359	Fundamentals of Speech Science
COMD 4367	Introduction to Speech and Language Disorders Assessment and Treatment in Children
COMD 4371	Introduction to Speech and Language Disorders Assessment and Treatment in Adults
COMD 4373	Principles of Aural Rehabilitation

### Electives

#### Minor

At least 18 hours in a single related discipline, 12 of which must be upper-division, to be chosen in consultation with the student's major advisor.

### Speech Communication B.A./B.S.

#### Objectives

Whether one seeks a career in teaching, law, the ministry, business, government, the arts, or social services, the ability to communicate is essential to success. The speech communication program offers the student an opportunity to develop effective communication skills through courses in rhetoric and public address, interpersonal,

intercultural and small group communication, business and professional communication, and communication theory.

#### Options

1. B.A. in speech communication: 36 hours in speech communication, 21 of which must be upper division, and 12 of the upper division hours in the major must be taken at this university; 18 hours in a minor; and four semesters of a foreign language and electives sufficient to meet university requirements.
2. B.S. in speech communication: 36 hours in speech communication, 21 of which must be upper division and 12 of the upper division hours in the major must be taken at this university; 18 hours in a minor; and six hours of mathematics, science, economics, geography and/or computer science, in addition to those otherwise counted as lower-division preparation and electives sufficient to meet university requirements.
3. Speech communication as a minor: 18 hours of speech communication, 9 of which must be upper division.
4. Sports Communication as a minor: 15 specific hours in speech communication and mass communication plus 3 hours in sports marketing.
5. Teacher Certification

### Degree Requirements

**Total Semester Credit Hours=120**

**University Core Curriculum (42 hrs.)**

**A minimum grade of "C" in each speech communication course**

**Thirty-six semester hours of speech communication, 21 of which must be upper division, and at least 12 upper division hours in the major must be taken at this university:**

**Speech Communication Core (15 hrs.)**

SPCM 2310	Investigating Communication
SPCM 2318	Interpersonal Communication [TCCN: SPCH 1318]
SPCM 3322	Small Group Communication
SPCM 4315	Organizational Communication or
SPCM 4330	Interviewing
SPCM 4320	Communication Theory

**Six hours from:**

SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
SPCM 2335	Argumentation and Debate [TCCN: SPCH 2335]
SPCM 3321	Business and Professional Speaking
SPCM 4326	Public Speaking

**15 hours of additional SPCM courses**

**Electives sufficient to meet university requirements.**

**Minor: At least 18 hrs. in a single related discipline to be chosen in consultation with the student's major advisor.**

**Twelve to 14 hours of an approved foreign language: The student may also complete this requirement by passing a written examination approved by the foreign language faculty.**

### Speech Communication B.S.

**Total Semester Credit Hours=120**

The B.S. degree requirements in speech communication are the same as those for the B.A. degree except that instead of a foreign language requirement, the student is required to take six hours of mathematics, science, economics, geography and/or computer science, in addition

to those otherwise counted as lower-division preparation. These six hours may be taken at the lower- or upper-division.

## Speech Communication Minor

Speech communication may be chosen as a minor to satisfy certain bachelor degree programs with majors in other fields. This program consists of 18 semester hours in speech communication, at least nine of which must be upper division. In consultation with their speech communication minor advisor, students may select courses in the minor to meet their personal and professional goals.

## Sports Communication Minor

Sports play a significant role in American culture and create a multitude of communication-related careers. Within the sports industry there is a growing need for graduates with specialized training in sports media/communication, writing, marketing, multimedia production, group communication, critical thinking, leadership and communication and technology. The Sports Communication minor offers students a strong education that can be used in radio broadcasting, internet marketing and sports commentating as well as sports information and sport digital media.

## Degree Requirements

SPCM 2315	Sports Communication
MCOM 2311	Writing for Mass Media [TCCN: COMM 2311]
MCOM 2313	Introduction to Multimedia Production
SPCM 3322	Small Group Communication
MARK 4310	Sports Marketing and one of the following
SPCM 4315	Organizational Communication
MCOM 2340	Introduction to Principles of Advertising
MCOM 2375	Introduction to Principles of Public Relations

## Speech Teacher Certification

All students wishing to be certified to teach speech grades 7-12 in Texas public schools must complete the Academic Foundations, Professional Development, the B.A./B.S. in Speech Communication degree including SPCM 3321 and 4301, and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the School of Education.

## Department of Literature and Languages

**Dr. Hui Wu, Chair**

The Department of Literature and Languages strives to expand students' awareness of, and sensitivity to, the diversity of human beings as expressed in their literatures, languages, ideas, values, and philosophies. Through the teaching of English, world languages, and philosophy, the department aims to enhance student abilities of critical reading, thinking, and writing in the evaluation of fundamental assumptions and concepts that shape language uses and discourse formation. By enhancing the quality of faculty, the curricula, the effectiveness of its support services, and the quality of

its graduates, the department ties its mission to the University's mission to foster students' intellectual growth, competent and ethical professionalism, understanding of their place in a global society, and role as responsible citizens.

## English B.A.

### Objectives

The mission of the English program is to graduate students who have mastered the principles of multimodal writing and textual interpretation, who have a sound knowledge of the development of human intellectual culture through literature, and who have developed the ability to create and analyze literary works intelligently.

### Options

1. B.A. in English: six hours of English Composition from the University Core Curriculum requirements, six hours of lower-division literature survey courses, 30 hours as specified, 18 hours in a minor, and 12 credit hours or four semesters of a foreign language
2. Minors in English, Asian Studies, Spanish, Philosophy, and Religion Studies: 18 hours for each program
3. Teacher Certification

## Degree Requirements

### Total Semester Credit Hours=120

#### University Core Curriculum

University Core Curriculum (42 hours) including 6 hours of college composition and 6 hours of literature survey.

#### Minimum Grade

A minimum grade of C in English courses.

#### Required Courses (30 hours)

Thirty semester credit hours as specified below including at least 18 hours at this university:

#### Writing, language study, or rhetoric (6 hrs.):

ENGL 3308	Writing Textual Analysis and either
ENGL 3312	Creative Writing I
ENGL 3314	Creative Writing II
ENGL 3360	Classical Language Skills
ENGL 3375	Grammar and Professional Editing
ENGL 3376	Contrastive Linguistics
ENGL 4371	Special Topics in Rhetoric and Writing
ENGL 4376	Introduction to Linguistics
	or
ENGL 4380	The Language of Argument

#### British, World, or American Literature from the early or early modern periods (6 hrs.):

ENGL 4300	Old and Middle English Literature
ENGL 4301	Masters of Early British Literature
ENGL 4305	Renaissance Poetry and Prose
ENGL 4310	Shakespeare
ENGL 4315	Restoration and Eighteenth-Century Literature
ENGL 4341	Genre Studies in American Literature
ENGL 4345	American Literature through the Romantic Period
ENGL 4348	American Renaissance
ENGL 4360	Studies in World Literature
ENGL 4362	Classical Literature in Translation

NOTE: ENGL 4341: early texts; ENGL 4360: early texts

**British or American Literature from the modern periods (6 hrs.):**

ENGL 4320	The Romantic Period
ENGL 4325	Victorian Literature
ENGL 4330	English Twentieth-Century Literature
ENGL 4335	The English Novel
ENGL 4341	Genre Studies in American Literature
ENGL 4350	American Realism
ENGL 4355	American Twentieth-Century Literature or
ENGL 4360	Studies in World Literature

NOTE: ENGL 4341: later texts; ENGL 4360: later texts

**English Electives (9 hrs.):**

ENGL 3312	Creative Writing I
ENGL 3314	Creative Writing II
ENGL 3360	Classical Language Skills
ENGL 3375	Grammar and Professional Editing
ENGL 3376	Contrastive Linguistics
ENGL 4300	Old and Middle English Literature
ENGL 4301	Masters of Early British Literature
ENGL 4305	Renaissance Poetry and Prose
ENGL 4310	Shakespeare
ENGL 4315	Restoration and Eighteenth-Century Literature
ENGL 4320	The Romantic Period
ENGL 4325	Victorian Literature
ENGL 4330	English Twentieth-Century Literature
ENGL 4335	The English Novel
ENGL 4341	Genre Studies in American Literature
ENGL 4345	American Literature through the Romantic Period
ENGL 4348	American Renaissance
ENGL 4350	American Realism
ENGL 4355	American Twentieth-Century Literature
ENGL 4360	Studies in World Literature
ENGL 4362	Classical Literature in Translation
ENGL 4365	Special Topics in Literary Study
ENGL 4371	Special Topics in Rhetoric and Writing
ENGL 4376	Introduction to Linguistics
ENGL 4380	The Language of Argument
ENGL 4393	Writing Center Theory and Practice
ENGL 4368	Literary Settings and Influences

**Senior Seminar (3 hrs.):**

ENGL 4397	Senior Seminar
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**Foreign Language**

12 credit hours of a single approved foreign language or the demonstration of equivalent competency. The student may also complete this requirement by passing a written examination approved by the foreign language faculty.

**Minor**

A minor of at least 18 hours in a related discipline chosen in consultation with the student's advisor.

## English Studies Minor

This minor may be chosen to satisfy bachelor's degree requirements in other fields. The program requires a total of 18 hours in the field, 12 of which must be upper division.

**Required Course**

ENGL 3308

**Electives**

9 hours of upper-division (3000-4000 level) ENGL courses.

6 hours of literature survey (2000 level) courses.

## Asian Studies Minor

This minor may be chosen to satisfy bachelor's degree requirements in all majors offered by University of Texas at Tyler. Students planning on international careers in business, government, law, or who simply want to broaden their knowledge about a part of the world that includes a significant portion of the world's population and economic output would benefit from this minor. This interdisciplinary minor requires 18 hours of undergraduate coursework. Unless students who minor in Asian Studies are taking either Chinese or Japanese languages courses, 12 of the 18 required hours must be upper level courses dealing (all or in part) with Asia. Those who take Japanese or Chinese may count up to 12 hours of language courses toward the Asian Studies minor with only 6 hours of upper division courses. Those who do not complete 12 credit hours of Chinese or Japanese can select from these courses: ART 4342 Non-Western Art; HIST 4393 Japanese Civilization; HIST 4394 Chinese Civilization; PHIL 4330 Comparative Religious Philosophy; and SPCM 4331 Intercultural Communication or any upper division courses whose contents are about Asia. These courses may be from any department so long as the focus is Asia.

## Philosophy Minor

Philosophy may be offered as a minor to satisfy requirements for certain bachelor's degree programs with majors in other fields. This program consists of 18 semester hours in philosophy, at least 12 of which must be upper division.

## Religion Studies Minor

Minors in Religion Studies must complete 18 hours of courses in Religion Studies or approved interdisciplinary courses offered by the College of Arts and Sciences with no more than six hours of lower division courses.

## English Language Arts and Reading Teacher Certification

All students wishing to be certified to teach English Language Arts and Reading (4-8 and 7-12) in Texas public schools must complete the Academic Foundations, Professional Development, required English language arts and reading courses (7-12 requires completion of the B. A. in English), and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the School of Education.

## Spanish B.A.

### Objectives

A major in Spanish fosters the development of analytical and communicative skills that uniquely prepare students for our

increasingly diverse national culture and global economic system. Students will be provided with the knowledge and critical skills necessary to understand and engage with the societies and cultural histories of Spain and Spanish America, while also learning how to read and analyze texts with rigor and insight, write with proficiency, and refine their oral expression. Careers may be pursued in a variety of fields including elementary, secondary, and higher education; social work; communications; and government.

### Options

1. B.A. in Spanish: 36 hours, or the equivalent, in Spanish, and 18 hours in a minor
2. Minor in Spanish: 18 hours of Spanish
3. Teacher Certification

### Degree Requirements

#### Total Semester Credit Hours=120

#### University Core Curriculum

University Core Curriculum (42 hours)

#### Minimum G.P.A.

A minimum grade point average of 2.0 in Spanish courses, including a 2.0 average at this university.

#### Required Courses

A minimum of 36 hours in Spanish, 24 of which must be upper-division hours in Spanish, and at least 12 of which must be taken at this university, as follows:

SPAN 1413	Introduction to Spanish I [TCCN: SPAN 1411] and
SPAN 1414	Introduction to Spanish II [TCCN: SPAN 1412] or
SPAN 1611	Accelerated Spanish I
SPAN 2311	Intermediate Spanish I [TCCN: SPAN 2311] and
SPAN 2312	Intermediate Spanish II [TCCN: SPAN 2312] or
SPAN 2611	Accelerated Spanish II
SPAN 3335	Writing Proficiency in Spanish
SPAN 4310	Advanced Grammar
SPAN 4331	Hispanic Culture and Civilization
SPAN 3345	Introduction to Hispanic Literature
SPAN 4397	Senior Seminar

#### Spanish electives (6 hours):

ENGL 3376	Contrastive Linguistics
ENGL 4376	Introduction to Linguistics
ENGL 3360	Classical Language Skills
SPAN 3350	Survey of Spanish Literature to 1700
SPAN 3355	Survey of Spanish Literature Since 1700
SPAN 4352	Cervantes
SPAN 4360	Special Studies in Spanish Literature and Language
SPAN 4364	Colonial Latin-American Literature
SPAN 4365	Modern Latin-American Literature
SPAN 4370	The Spanish American Short Story
SPAN 4390	The Contemporary Spanish American Novel
SPAN 4668	Field Study in Spanish
UNIV 4368	Interdisciplinary Travel Study

### Minor

A minor of at least 18 hours in a related discipline chosen in consultation with the student's advisor and the department offering the minor. At least six hours in the student's minor must be taken at this university.

### Electives

### Spanish Minor

Spanish may be chosen as a minor to satisfy certain programs with majors in other fields. This program consists of 18 semester hours in Spanish, 12 of which must be upper-division. Courses are selected by the student in consultation with a member of the Spanish faculty.

### Spanish Teacher Certification

All students wishing to be certified to teach Spanish (EC-12) in Texas public schools must complete the Academic Foundations, Professional Development, the B.A. in Spanish, and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog.

### Other Course Descriptions

Although UT Tyler does not offer a generic foreign language degree or degrees in French, Chinese or Japanese, courses are offered as electives for students majoring in other disciplines.

Pre-med, pre-dental, and pre-pharmacy students are strongly encouraged to take English 3360, Classical Language Skills, to prepare themselves for terms of medicine.

## Department of Mathematics

### Dr. Sheldon Davis, Chair

The Department of Mathematics offers the Bachelor of Science degree in mathematics. For students seeking a certification in secondary education, the Department of Mathematics, in conjunction with the College of Education and Psychology, offers the Bachelor of Science degree in mathematics with teacher certification. See the section on Teacher Certification below.

### Mathematics B.S.

#### Objectives

The mathematics program offers the student an opportunity to gain an appreciation of the artistic nature of mathematics, to solve problems analytically, to acquire a firm foundation for advanced study, to acquire training for teaching, and an opportunity to acquire knowledge useful to a person entering scientific or business fields for which mathematics is necessary for efficient performance. The mathematics curriculum is designed to accomplish the above objectives through exposure to specific mathematical content, development of logical reasoning, and encouragement of the creative process and independent research. The degree program is flexible so that an individual can best prepare for his or her specific career.

Students are encouraged to choose supporting work and electives which apply and reinforce their mathematical skills.

## High School Preparation

Students desiring to major in mathematics should have completed four years of mathematics in high school, including pre-calculus and at least three years of science in high school. Students who have not completed this preparation may have additional prerequisite courses as part of their curriculum. Contact the chair of the Department of Mathematics for information and advisement.

## Degree Requirements

### Total Semester Credit Hours=120

University Core Curriculum (42 hrs.)

Grade of "C" or better in all mathematics courses completed.

A total of 51 semester hours of mathematics completed, nine semester hours of mathematics at this university.

Each student seeking a baccalaureate degree with a major in mathematics must complete the following specific requirements (39 hours)

MATH 2413	Calculus I [TCCN: MATH 2413]
MATH 2414	Calculus II [TCCN: MATH 2414]
MATH 3404	Multivariate Calculus
MATH 3305	Ordinary Differential Equations
MATH 3315	Linear Algebra and Matrix Theory
MATH 3425	Foundations of Mathematics
MATH 3336	Abstract Algebra I
MATH 3345	Real Analysis I
MATH 3373	Advanced Ordinary Differential Equations
	or
MATH 4373	Partial Differential Equations
MATH 3380	Algorithms in Applied Mathematics
MATH 4160	Senior Seminar I
MATH 4161	Senior Seminar II
MATH 4350	Theory of Probability

One course chosen from the following (3 hours)

MATH 4336	Abstract Algebra II
MATH 4341	Real Analysis II
MATH 4351	Applied Statistics
MATH 3373	Advanced Ordinary Differential Equations
	or
MATH 4373	Partial Differential Equations

Three courses chosen from the following (9 hours)

MATH 4301	Number Theory
MATH 4306	Topology
MATH 4321	Combinatorics/Graph Theory
MATH 4336	Abstract Algebra II
MATH 4341	Real Analysis II
MATH 4342	Introduction to Complex Variables
MATH 4351	Applied Statistics
MATH 3373	Advanced Ordinary Differential Equations
	or
MATH 4373	Partial Differential Equations
MATH 4380	Modeling and Numerical Analysis
MATH 3365	Geometric Systems

Students seeking teacher certification (8-12) must complete:  
MATH 3365 Geometric Systems

**\*Note that a single course cannot be counted in more than one category above.**

**Additional hours of approved electives in a related discipline or disciplines to reach the 120 hour minimum: at least nine semester hours must be at the upper division and at least six semester hours must be completed at UT Tyler.**

## Mathematics Minor

A student may choose mathematics as a minor to satisfy bachelor degree programs with a major in another field. This program requires a total of 18 hours of mathematics, including MATH 2413 and MATH 2414. At least nine semester hours of upper-division mathematics must be completed, including MATH 3425.

## Mathematics Teacher Certification

All students wishing to be certified to teach mathematics (7-12) in Texas public schools must complete the Academic Foundations, Professional Development and required mathematics courses for the B.S. in Mathematics and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see an advisor in the School of Education.

## Department of Political Science and History

**Dr. Marcus Stadelmann, Chair**

### Political Science B.A./B.S.

The Discipline of Political Science offers both Bachelor of Arts and Bachelor of Science degrees in Political Science, as well as minors in Pre-Law, International Relations, International Studies, Terrorism Studies, and Political Science.

### Objectives

The Discipline of Political Science provides a comprehensive understanding of the problems and processes of politics. In addition to acquiring critical writing, communications, and analytical skills, political science majors master the political institutions of both Texas and the United States, explore the intricacies of international relations and foreign policy, compare political systems, gain experience with the law, and are challenged by the basic philosophical questions of political existence.

A field of great breadth and diversity, political science is a very popular undergraduate major. Curricula promote critical thinking, ethics, citizenship skills, an understanding of cultural and social diversity within the national and international context and communication and technological skills.

A degree in political science is excellent preparation for a career in law or political analysis. Political science majors qualify for public sector careers in local, state and federal governments, international organizations, and pre-college and college teaching, as well as careers in journalism, finance, political campaigns, and interest groups and organizations. Training in political science further provides outstanding preparation for participation in community organizations,

electoral politics, social and political movements, and elected or appointed positions in government.

## Degree Requirements

### Total Semester Credit Hours=120

University Core Curriculum (42 hrs.)

A minimum grade of "C" in all political science courses.

Twelve semester hours of upper division political science courses must be completed at this university.

A minimum of 36 semester hours in political science, of which 30 must be upper division, as follows:

#### Required

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]

#### Political Theory: (3 hours)

POLS 3360	Classical Foundations of Western Political Theory
POLS 3361	Western Political Theory from the Middle Ages to the Renaissance
POLS 3362	Western Political Theory from the Enlightenment
POLS 4353	Contemporary Political Theory
POLS 4360	American Political Thought
POLS 4361	Theories of Nonviolence
POLS 4365 Topics in Political Science when applicable	

#### American Politics: (6 hours)

POLS 3300	United States Constitutional Development
POLS 3327	Southern Politics
POLS 3330	American Political Parties
POLS 3335	American Campaign Politics
POLS 3356	Practicing Texas Politics
POLS 4320	The Judicial System and Process
POLS 4330	The American Presidency
POLS 4340	Congress and Legislation
POLS 4352	Political Behavior
POLS 4365 Topics in Political Science when applicable	

#### Comparative Politics: (3 hours)

POLS 3370	Comparative Politics
POLS 3372	The Politics of Russia and the CIS
POLS 3375	European Political Systems
POLS 3380	The Politics of Latin America
POLS 3385	Politics of Eastern Europe
POLS 3388	Politics of Asia
POLS 3395	Middle Eastern Politics
POLS 4325	Politics of Africa
POLS 4388/RELI 3350	Religion and Politics: A Study in Religion and the State

POLS 4365 Topics in Political Science when applicable

#### International Politics: (3 hours)

POLS 3310	International Relations
POLS 3315	American Foreign Policy
POLS 3390	International Political Economy
POLS 3391	Global Studies
POLS 4305	International Terrorism
POLS 4310	International Conflict
POLS 4315	Model United Nations
POLS 4316	Model United Nations II
POLS 4350	International Diplomacy, Law, and Organization

POLS 4365 Topics in Political Science when applicable

#### Public Administration and Policy: (3 hours)

POLS 3340	Introduction to Public Administration
POLS 3345	Urban and Municipal Government
POLS 4335	Comparative Health Systems
POLS 4345	Public Policy Analysis
POLS 4393	The Principles of Public and Political Leadership

POLS 4365 Topics in Political Science when applicable

#### Legal Studies: (3 hours)

POLS 3300	United States Constitutional Development
POLS 3321	Jurisprudence
POLS 4320	The Judicial System and Process
POLS 4321	American Constitutional Law
POLS 4322	The Law of Civil Liberties
POLS 4350	International Diplomacy, Law, and Organization

POLS 4365 Topics in Political Science when applicable

#### Methodology: (3 hours)

POLS 4396	Political Research and Methodology
or	
SOCI 3396	Social Research Methods
or	
Equivalent	

#### Upper-division political science electives (6 hours)

A minor of at least 18 hours, chosen in consultation with an advisor in the minor discipline.

**FOR THE BACHELOR OF ARTS DEGREE:** At least four semesters of a single foreign language or a satisfactory grade on a written examination approved by the foreign language faculty

**FOR THE BACHELOR OF SCIENCE DEGREE:** Six hours from economics, geography, and/or computer science in addition to those otherwise counted as lower-division preparation.

## International Relations Minor

The International Relations minor provides intensive study of the dynamic forces and trends that characterize the contemporary political and economic world, and the impact of those forces within and across national boundaries. The minor consists of 18 semester credit hours as follows:

### Degree Requirements

#### Political Science courses:

##### three hours from:

POLS 3310	International Relations
POLS 3315	American Foreign Policy
POLS 3390	International Political Economy
POLS 3391	Global Studies
POLS 4305	International Terrorism
POLS 4310	International Conflict
POLS 4315	Model United Nations
POLS 4316	Model United Nations II
POLS 4350	International Diplomacy, Law, and Organization

##### three hours from:

POLS 3370	Comparative Politics
POLS 3372	The Politics of Russia and the CIS

POLS 3375	European Political Systems
POLS 3380	The Politics of Latin America
POLS 3385	Politics of Eastern Europe
POLS 3388	Politics of Asia
POLS 3395	Middle Eastern Politics
POLS 4325	Politics of Africa
POLS	Religion and Politics: A Study in
4388/RELI	Religion and the State
3350	

**three additional hours from:**

POLS 3310	International Relations
POLS 3315	American Foreign Policy
POLS 3370	Comparative Politics
POLS 3372	The Politics of Russia and the CIS
POLS 3375	European Political Systems
POLS 3380	The Politics of Latin America
POLS 3385	Politics of Eastern Europe
POLS 3388	Politics of Asia
POLS 3390	International Political Economy
POLS 3391	Global Studies
POLS 3395	Middle Eastern Politics
POLS 4305	International Terrorism
POLS 4310	International Conflict
POLS 4315	Model United Nations
POLS 4316	Model United Nations II
POLS 4325	Politics of Africa
POLS 4350	International Diplomacy, Law, and Organization
POLS	Religion and Politics: A Study in
4388/RELI	Religion and the State
3350	

**nine semester credit hours chosen from**

## Elective courses:

ANTH 3330	Cultural Anthropology
ECON 4330	International Trade
FINA 4350	International Finance
GEOG 1313	World Regional Geography [TCCN: GEOG 1303]
MANA 4310	International Management
SOCI 3321	Multi-Cultural Studies
HIST 3359	Twentieth-Century Europe
HIST 3395	History of Russia
HIST 4360	African History I
HIST 4361	African History II
HIST 4391	Colonial Latin America
HIST 4392	Modern Latin America
HIST 4394	Chinese Civilization
HIST 4395	Modern Middle East

Additional courses may be substituted with the approval of the Political Science Chair.

**International Studies Minor**

The minor in international studies is designed to increase the global awareness and cross-cultural sensitivity of graduates. Students may focus on one of the following five world regions: Latin America, Europe, Asia, Africa, or Middle East; or one of the following three global topics areas: Global Conflict, Global Culture, or Global Economy.

The minor in international studies is an 18-hour program consisting of 1) a required core course, 2) one or two courses of upper-division directed electives dealing with global issues, 3) two courses in the

world area or topic of concentration, and 4) a travel-study course. Courses taken to fulfill requirements for a major cannot be applied to the minor.

Students pursuing a minor in international studies are encouraged to complete 6-8 hours in a foreign language before graduation. Students wishing to pursue the International Studies minor should consult with a College Advisor in the College of Arts and Sciences Advising Office.

## Core course:

INTS 3300 Relations and Issues

## Directed Electives: (3-6 hours)

## Concentration area: (6 hours)

Asia  
Europe  
Latin America  
Africa  
Middle East  
Global Conflict  
Global Culture  
Global Economy

## Travel-Study Experience: (3-6 hours)

**Political Science Minor**

Political science may be chosen as a minor to satisfy requirements for certain bachelor's degree programs with majors in other fields. This program consists of 18 semester hours in political science, at least twelve of which must be upper division. These upper-division hours should include one or more courses in any three of the following categories: (1) theory and methodology (2) American politics (3) comparative and international politics, and (4) public administration, policy, and law.

**Terrorism Studies Minor**

The minor in Terrorism Studies is an 18 hour interdisciplinary minor designed to provide students with an understanding of the phenomenon of terrorism as well as related topics and issues. There is one 3 hour required course, with the remaining 15 hours distributed from a list of elective courses.

**Degree Requirements****Required Course**

POLS 4305 International Terrorism

**Elective Courses Group A (9 hours)**

## Take three from the following:

ALHS 3302	Human Diseases
COSC 4362	Retail Cyber Security
CRIJ 4340	Crimes of Violence
POLS 3372	The Politics of Russia and the CIS
POLS 3391	Global Studies
POLS 3395	Middle Eastern Politics
POLS 4310	International Conflict
POLS 4365	Topics in Political Science
POLS	Religion and Politics: A Study in
4388/RELI	Religion and the State
3350	

**Elective Courses Group B (6 hours)**

Take two from the following:

RELI 3310	Introduction to Judaism
RELI 3320	Introduction to Islam
RELI 3330	Introduction to Christianity
RELI 3350	Topics in Religion and Politics
PHIL 4330	Comparative Religious Philosophy

The Special Topics courses will be allowed to count for the minor when the specific subject matter is congruent with this program of study and approved by the program advisor.

**Pre-Law Minor**

The Pre-Law minor is an 18-hour interdisciplinary minor designed to prepare students for a post-graduate study of law. It consists of 9 hours of legal content specific courses and 9 hours of law preparation and application courses. Courses taken to fulfill requirements for a major cannot be applied to the minor. Courses to fulfill these requirements include:

**Legal Content Courses (9 hours)**

POLS 4321	American Constitutional Law
POLS 4322	The Law of Civil Liberties
POLS 4350	International Diplomacy, Law, and Organization
CRIJ 3326	Criminal Law
CRIJ 4341	Criminal Procedure
BLAW 3301	Business Law and Social Responsibility

\*any class not taken to fulfill the 9 hours of legal content courses can be used to fulfill the law preparation and application requirements.

**Law Preparation and Application Courses (9 hours)**

PHIL 2303	Introduction to Logic [TCCN: PHIL 2303]
POLS 2320	The Study of Law
POLS 3300	United States Constitutional Development
POLS 4320	The Judicial System and Process
CRIJ 3310	Ethical Issues in Criminal Justice
CRIJ 3325	Law and Society
CRIJ 4345	Courtroom Testimony
ENGL 3308	Writing Textual Analysis
ENGL 4380	The Language of Argument
SPCM 4328	Corporate and Legal Advocacy

\*no class can be used to fulfill the Legal Content requirements

**Social Studies Teacher Certification**

All students wishing to be certified to teach social studies (4-8 or 7-12) in Texas public schools must complete the Academic Foundations Professional Development, required social studies courses, and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. In addition, certification at the 7-12 level requires completion of the B.A./B.S. in History or Political Science.

For all components of the social studies teaching specialization, see the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the School of Education.

**History**

The Discipline of History offers courses leading to undergraduate degrees in history and teaching specializations in history (7-12) and social studies (4-8) and (7-12). The program also provides a minor and elective courses in history for undergraduates who major in other disciplines.

Students are encouraged to become involved in campus organizations such as the Frank H. Smyrl chapter of the Walter Prescott Webb Historical Society; and the Psi Alpha chapter of Phi Alpha Theta, the history international honor society.

**History B.A./B.S.****Objectives**

The history program provides each student the opportunity to pursue a broad based liberal arts program that best suits individual intellectual interests and career goals. Programs are designed for careers in a variety of fields, including elementary, secondary, and higher education; law; the ministry; library and archival work; business; and government.

**Degree Requirements - Total Semester Credit Hours=120****University Core Curriculum (42 hrs.)**

**A minimum grade of "C" in all history courses.**

**Required Courses**

A minimum of 36 semester hours in history, 24 of which must be upper division, and 6 upper-division hours in the major must be taken at this university:

**15 hours of the following:**

HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1302	United States History II [TCCN: HIST 1302]
HIST 2321	World Civilizations I [TCCN: HIST 2321]
HIST 2322	World Civilizations II [TCCN: HIST 2322]
HIST 3300	Historical Methods and Research

**World History upper-division courses (6 hours)**

HIST 3301	Patterns of World History
HIST 3382	Mediterranean Civilization
HIST 3395	History of Russia
HIST 4360	African History I
HIST 4361	African History II
HIST 4369	Social Movements in World History
HIST 4377	American Borderlands
HIST 4378	Latin American-US Relations
HIST 4391	Colonial Latin America
HIST 4392	Modern Latin America
HIST 4394	Chinese Civilization
HIST 4395	Modern Middle East
HIST 4397	Topics in History when applicable

**European History upper-division courses (6 hours)**

HIST 3352	Renaissance Europe
HIST 3353	Reformation Europe
HIST 3354	Medieval Europe
HIST 3356	Seventeenth Century Europe
HIST 3357	Eighteenth Century Europe



HIST 3358	Nineteenth-Century Europe
HIST 3359	Twentieth-Century Europe
HIST 3382	Mediterranean Civilization
HIST 3383	Tudor and Stuart England
HIST 3395	History of Russia
HIST 4397	Topics in History when applicable

**United States History upper-division courses (9 hours)**

HIST 4320	History of Texas
HIST 4322	The American South
HIST 4323	20th Century Presidential Leadership
HIST 4326	Modern American Social and Intellectual History
HIST 4327	Early American Diplomatic History
HIST 4328	Modern American Diplomatic History
HIST 4329	Early American Military History
HIST 4330	Modern American Military History
HIST 4334	Women in US History
HIST 4350	American Environmental History
HIST 4371	History of Mexican-Americans
HIST 4372	History of African Americans
HIST 4376	Native American History
HIST 4377	American Borderlands
HIST 4378	Latin American-US Relations
HIST 4379	The Age of Jackson
HIST 4384	Colonial America
HIST 4385	Revolutionary America
HIST 4386	Civil War and Reconstruction
HIST 4387	Industrial and Progressive America
HIST 4388	America During the World Wars
HIST 4389	America Since 1945
HIST 4397	Topics in History when applicable

**Minor**

A minor of at least 18 hours in a single related discipline or at least 18 hours of guided electives, twelve of which must be upper division, to be chosen in consultation with the student's advisor.

**FOR THE BACHELOR OF ARTS DEGREE:** At least four semesters of a single foreign language or a satisfactory grade on a written examination approved by the foreign language faculty.

**FOR THE BACHELOR OF SCIENCE DEGREE:** Six hours from economics, geography, and/or computer science in addition to those otherwise counted as lower-division preparation.

**History Minor**

History may be chosen as a minor to satisfy requirements for certain bachelor's degree programs with majors in other fields. This program consists of 18 semester hours in history, at least nine of which must be upper-division. Of these, three should be in United States history and three in world or European history.

**Social Studies Minor****Degree Requirements**

A minimum of 18 semester hours, 9 of which must be upper division, as follows:

**3 hours of the following:**

POLS 3310	International Relations
POLS 3315	American Foreign Policy
POLS 3370	Comparative Politics
POLS 3372	The Politics of Russia and the CIS
POLS 3375	European Political Systems

POLS 3380	The Politics of Latin America
POLS 3385	Politics of Eastern Europe
POLS 3388	Politics of Asia
POLS 3390	International Political Economy
POLS 3391	Global Studies
POLS 3395	Middle Eastern Politics
POLS 4305	International Terrorism
POLS 4315	Model United Nations
POLS 4325	Politics of Africa
POLS 4350	International Diplomacy, Law, and Organization

**6 hours:**

ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]

**3 hours of the following:**

GEOG 3320	Physical Geography
GEOG 3325	North American Geography

**3 hours:**

GEOG 1313	World Regional Geography [TCCN: GEOG 1303]
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**3 hours of the following:**

SOCI 3321	Multi-Cultural Studies
SOCI 3341	Marriage and Family Life
ANTH 3330	Cultural Anthropology

**History and Social Studies Teacher Certification**

All students wishing to be certified to teach history (7-12) in Texas public schools must complete the Academic Foundations Professional Development, the B.A. or B.S. in History degree requirements, and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog.

All students wishing to teach social studies (4-8 and 7-12) in Texas public schools must complete the Academic Foundations, Professional Development, and the required social studies content courses. For 7-12 certification, students must complete the B.A./B.S. in History or the B.A./B.S. in Political Science, and the required social studies content courses, which can be found in the Certification section of the catalog. For further information see a consultant in the School of Education.

The teacher certification social studies minor requires 3 more hours of specified POLS upper-division courses.

**Department of Social Sciences****Dr. Thomas Guderjan, Chair**

The Department of Social Sciences offers courses leading to undergraduate degrees in criminal justice, economics, and social science; courses leading to minors in anthropology, geography and sociology; and elective courses for undergraduate students in other disciplines. At the graduate level, the department offers the Master of Science in Criminal Justice and the Master of Public Administration.

**Objectives**

The Department of Social Sciences offers undergraduate and graduate degrees in an interdisciplinary setting. Through teaching, research and service, the department faculty prepares students for

continued graduate education, for employment in business, government and the professions, and for an appreciation and understanding of theirs and others' societies. Curricula promote critical thinking, ethics, citizenship skills, an understanding of cultural and social diversity within the national and international context and communication and technological skills. The overall goals are to provide students with skills for life-long learning and to contribute to scholarship for the advancement of knowledge.

## Criminal Justice B.S.

### Objectives

The major objectives of the criminal justice program are to prepare students for a wide variety of professional careers involving social needs such as the criminal justice system and human services. The program provides an opportunity for persons currently serving in the criminal justice system to continue their education. This discipline also complements the education received by students in related disciplines and fosters an understanding of the role and function of the criminal justice system.

### Degree Requirements

#### Total Semester Credit Hours=120

University Core Curriculum (42 hrs.)

No grade below a "C" in criminal justice courses will be accepted toward the degree.

Prerequisite for upper division course work:

CRIJ 1301 Introduction to Criminal Justice [TCCN: CRIJ 1301]

Minimum 30 semester hours of upper-division criminal justice.

#### Ethical Issues--three semester hours

CRIJ 3310 Ethical Issues in Criminal Justice

#### Administration of Justice--three semester hours

CRIJ 3311 Administration of Criminal Justice Agencies

#### Criminology Theory--three semester hours

CRIJ 3320 Criminology

#### Corrections--three semester hours from:

CRIJ 4313 Corrections Theory and Practice  
CRIJ 3322 Probation and Parole

#### Law Adjudication--six semester hours:

CRIJ 3326 Criminal Law  
CRIJ 4341 Criminal Procedure

#### Law Enforcement--three semester hours:

CRIJ 4333 Community Policing  
CRIJ 2332 Introduction to American Policing Practices  
CRIJ 4332 Criminal Investigation

NOTE:

CRIJ 2332: for students with fewer than 12 hours of lower-division criminal justice

CRIJ 4332: for students with prerequisite of at least one policing course

#### Research and Methods--three semester hours:

CRIJ 4322 Criminal Justice Research Methods

#### Capstone Experience--three semester hours:

CRIJ 4355 Senior Seminar in Criminal Justice

#### 9 hours of approved electives in Criminal Justice

A minor of 18 hours, chosen in consultation with the student's major advisor

#### Electives

*Notes: (1) No more than 21 lower-division hours in criminal justice may be applied toward baccalaureate degree requirements. (2) All courses cross-listed between criminal justice and any other discipline must be taken as criminal justice courses.*

## Criminal Justice Minor

Criminal justice may be chosen as a minor to satisfy bachelor degree requirements in other fields. This program consists of 18 semester hours in criminal justice including CRIJ 1301 and at least 12 upper-division hours to include CRIJ 3320, CRIJ 3326, and CRIJ 4341.

## Forensic Science Minor

The forensic science minor may be chosen as a minor to satisfy bachelor degree requirements in other fields. This program consists of 18 semester hours from multiple disciplines.

### Minor Requirements

Students must take the following courses (15 credit hours)

CRIJ 3301 Survey of Forensic Science  
CRIJ 4344 Crime Scene Processing  
CRIJ 4345 Courtroom Testimony  
CHEM 1320 Forensic Chemistry I  
CHEM 1321 Forensic Chemistry II

Students may choose one course from the following list (3 credit hours)

CRIJ 3344 Drugs, Behavior and Criminal Justice  
GEOG 4330 Geographic Information Systems  
ANTH 3360 Archaeology  
ANTH 3380 Physical Anthropology  
CHEM 3310 Analytical Chemistry  
BIOL 3332 Genetics  
and  
BIOL 3133 Genetics Laboratory  
BIOL 4331 Entomology  
and  
BIOL 4131 Herpetology Laboratory  
CRIJ 4360 Topics in Criminal Justice  
CHEM 4398 Special Topics in Chemistry

## Economics B.A./ B.S.

### Degree Requirements

#### Total Semester Credit Hours=120

University Core Curriculum (42 hrs.)

A minimum grade-point average of 2.0 in upper-division economics courses, including a 2.0 average in a minimum of 12 upper division hours of economics taken at this university.

No grade below "C" in any economics course will be accepted for graduation.

Twelve hours of preparation comprised of:

MATH 1314 College Algebra [TCCN: MATH 1314]  
or  
MATH 1324 Mathematics for Business and Economics

MATH 1342	I [TCCN: MATH 1324] Statistics [TCCN: MATH 1342]
MATH 1325	Mathematics for Business and Economics II [TCCN: MATH 1325]
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305] or
COSC 3309	

MATH 1314, MATH 1324, MATH 1342, and MATH 1325: may be part of Core Curriculum

**A minimum of 30 hours in economics, of which 24 must be upper division, as follows:**

ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]
ECON 3314	Intermediate Microeconomic Analysis
ECON 3317	Intermediate Macroeconomic Analysis
ECON 4320	Managerial Economics

ECON 4320: required of all majors and should be taken in senior year

**Upper division economics chosen with advisor approval.**

(15 hours, of which 6 hours may include finance courses.)

**A minor of 18 hours chosen in consultation with the student's advisor**

**FOR THE BACHELOR OF ARTS DEGREE: at least four semesters of a single foreign language or a satisfactory grade on a written examination approved by the foreign language faculty**

**Electives**

## Economics Minor

A minor in economics is a valuable support field for many different majors. It has proven to be particularly helpful to students majoring in political science, history, social sciences, mass communication, law, and business administration. The economics minor requires 18 hours consisting of six hours of principles and 12 additional hours, 9 of which must be at the upper-level, chosen with approval of an economics advisor.

## Social Sciences B.A./ B.S.

**Total Semester Credit Hours=120**

**Degree Requirements**

**University Core Curriculum "C" or better in each course (42 hrs.)**

**A minimum grade point average of 2.0 in upper division courses in Sociology, Anthropology and Geography.**

**A minimum of 36 semester hours in Sociology, Anthropology, and Geography, including:**

**Required Core Courses--27 hours**

ANTH 3330	Cultural Anthropology
ANTH 3360	Archaeology
ANTH 3380	Physical Anthropology
GEOG 1313	World Regional Geography [TCCN: GEOG 1303]
GEOG 3320	Physical Geography
GEOG 4365	Topics in Geography
SOCI 1301	Introduction to Sociology [TCCN: SOCI

	1301]
SOCI 3370	Sociological Theory
SOCI 3396	Social Research Methods

**Social Sciences electives:**

A minimum of 9 additional hours in area of specialization (ANTH, GEOG, or SOCI)

**The Bachelor of Arts degree in Social Sciences will require 12 hours of a foreign language.**

**Courses from other institutions may be substituted for courses in Sociology, Anthropology and Geography only with approval of the program director.**

Twenty-one hours in these fields must be earned at UT Tyler.

**A minor of at least 18 hours, chosen in consultation with an advisor in the minor discipline.**

A student with a Social Science major may NOT also minor in Sociology, Geography or Anthropology.

**Electives to complete 120 hours for the baccalaureate degree.**

## Sociology Minor

Sociology may be chosen as a minor to satisfy requirements for bachelor degree programs with majors in other fields. This program consists of 18 semester hours in sociology, 12 of which must be upper division, chosen in consultation with a social sciences advisor.

## Anthropology Minor

Anthropology is a broad discipline that studies human conditions across time and space. The minor can support a wide range of majors, criminal justice, economics, history, English, mass communication as well as life sciences. The anthropology minor requires 18 hours of anthropology courses, 12 of which must be upper division. One upper division course can be substituted by ENGL 3376: Contrastive Linguistics or ENGL 4376: The Nature of Language.

## Forensic Science Minor

The forensic science minor may be chosen as a minor to satisfy bachelor degree requirements in other fields. This program consists of 18 semester hours from multiple disciplines.

**Program Requirements**

**Students must take the following courses (15 credit hours)**

CHEM 1320	Forensic Chemistry I
CHEM 1321	Forensic Chemistry II
CRIJ 4345	Courtroom Testimony

**Students may choose one course from the following list (3 credit hours)**

CRIJ 3344	Drugs, Behavior and Criminal Justice
GEOG 4330	Geographic Information Systems
ANTH 3360	Archaeology
ANTH 3380	Physical Anthropology
CHEM 3310	Analytical Chemistry
BIOL 3332	Genetics
BIOL 3133	Genetics Laboratory
BIOL 4331	Entomology
BIOL 4131	Herpetology Laboratory
CRIJ 4360	Topics in Criminal Justice

## Geography Minor

Geography is the study of the earth as the human home. Geography courses are designed for undergraduate students taking the minor to fulfill academic and career objectives. The minor will enable students to become familiar with the major concepts in geography as well as the people, places, and cultures as they are found in various regions of the world. Students will also learn about physical processes that frame the planet earth. Up to two courses in the sub-field Geographic Information Systems (GIS) may be included in the minor. This sub-field will equip students for a wide range of challenging professional careers in social science, urban land use planning as well as employment with city, state, and federal governments. The minor can support majors in social sciences, education, life sciences, mass communication, history, and technology.

The minor in geography requires 18 hours of geography, 12 of which must be at the upper division.

## School of Performing Arts

### Dr. Jeffrey Emge, Interim Director

The School of Performing Arts (SPA) is a community of recognized artists, teachers, and scholars. The SPA is committed to providing a high-quality learning environment that develops in each student the knowledge, skills and professionalism to work as performers, teachers, and scholars. Students enjoy many opportunities to learn about teaching and performing within a dynamic and personal campus environment. The School of Performing Arts sponsors numerous national and international guest artists and travel/study opportunities.

## Department of Music

Through the Bachelor of Music degree and Bachelor of Arts degree, the Music Department offers challenging instruction and performance opportunities to prepare music majors for careers and/or advanced study in any of a number of music specializations. Students in other majors may pursue a minor in music. Music students have many opportunities to perform in the Braithwaite Recital Hall and Vaughn Auditorium. Braithwaite Recital Hall is an impressive 166-seat hall which features oak paneling throughout, a magnificent stage for solo, chamber, or student recitals, and a state-of-the-art digital recording studio. Vaughn Auditorium is a magnificent 2000-seat hall with a Broadway-sized stage, full cast and solo dressing rooms, and full orchestra pit. The Music Department also features a computer/digital keyboard lab and excellent theory/aural skills rooms.

Specifically, the Music Department provides academic and performance training leading to:

- all-level teacher certification in Texas and careers in music education in both elementary and secondary schools
- music careers in private studio teaching or church programs
- graduate study in music, in preparation for careers in music performance, composition, music theory or musicology

The Department serves students from within a broad liberal arts curriculum. In this role, it provides:

- a core of basic courses and musical experiences to meet University Core Curriculum requirements in music for the general university student population
- an awareness of the interrelationship between the arts and other academic disciplines
- opportunities for individuals to develop an articulate aesthetic sense and to become discerning consumers and patrons of the arts
- performance experiences for musicians of various skill levels, through ensembles open to membership both with and without audition and ensembles designed to meet the needs of pre-professional musicians

The music faculty holds a strong belief in the value of music and the fine arts as essential components of the human spirit, necessary to a well-rounded, fulfilling existence, and in the academic worth of music as a discipline of study. Music Program faculty work to infuse these beliefs into both classroom teaching and performance instruction.

## Lower Division and Transfer Student Requirements

Incoming freshman music majors should be aware that, unlike certain disciplines, specialized music study begins in the first year. These courses are taken concurrently with the freshman and sophomore core curriculum courses.

In addition to meeting all general requirements for admission to the University, all incoming students intending to major in music must perform and pass an entrance audition in their principal performing medium before a faculty committee, or submit a portfolio of compositions, as appropriate. Transfer students must also supply a complete list of repertoire previously studied. Unless approved for upper division instruction through audition, transfer students will enroll in lower division (MUAP 22xx) applied music. Requirements for admission to upper-division study may be found in the Music Student handbook at [www.uttyler.edu/music](http://www.uttyler.edu/music). Audition dates must be arranged through the Music Department.

To ensure appropriate course placement, theory and keyboard assessments will be administered to all incoming transfer music majors. For transfer students, the piano proficiency may be satisfied by either enrolling in MUAP 2001 and passing the proficiency exam, or by enrolling in and earning a grade of C or better in MUAP 2112. Contact the music office for administration dates. Transfer students must complete the lower division Field of Study requirements in music with grades of "C" or better.

The music curriculum is designed to ensure reasonable scope and competence in all graduates. Any music degree is demanding in both academic studies and performance. Most students, especially those seeking teacher certification, will need to complete some of the coursework in summers or plan to allow five years to complete the program. Careful consultation with a faculty advisor is required throughout the program to ensure timely progress toward the degree.

## Music Program Policies

Additional policies and requirements, including required ensemble and lessons for music majors, are published in the Music Department Student Handbook, available at [www.uttyler.edu/music](http://www.uttyler.edu/music).

A grade of C or higher for all course work is required for graduation in all music degree programs.

## Bachelor of Music (B.M.) - Composition Emphasis

### Degree Requirements

**Total Semester Credit Hours=120**

#### University Core Curriculum (42 hrs.)

May be applied to Core Curriculum requirements:

MUSI 2308 Music Literature [TCCN: MUSI 1307]

#### Musical Performance and Composition (29 hrs.)

1. Applied Study in voice or instrument (MUAP)--12 hrs. (8 lower-division and 4 upper-division)
2. Applied study in composition (MUAP)--12 hrs. (4 lower-division and 8 upper-division)
3. Ensembles (MUEN)--4 hours lower-division
4. Senior Recital--MUAP 4100

#### Supporting Courses in Music-49 hours

(not including MUSI 2308, which is applied toward Core Curriculum requirements)

##### Lower-Division Courses (20 hrs.)

MUSI 1000 Recitals, Concerts and Productions  
 MUAP 1111 Harmony and Keyboard I  
 MUAP 1112 Harmony and Keyboard II  
 MUSI 1116 Aural Skills I [TCCN: MUSI 1116]  
 MUSI 1117 Aural Skills II [TCCN: MUSI 1117]  
 MUSI 1311 Music Theory I [TCCN: MUSI 1311]  
 MUSI 1312 Music Theory II [TCCN: MUSI 1312]  
 MUAP 2111 Harmony and Keyboard III  
 MUAP 2112 Harmony and Keyboard IV  
 MUSI 2116 Aural Skills III [TCCN: MUSI 2116]  
 MUSI 2117 Aural Skills IV [TCCN: MUSI 2117]  
 MUSI 2311 Music Theory III [TCCN: MUSI 2311]  
 MUSI 2312 Music Theory IV [TCCN: MUSI 2312]  
 MUAP 2001 Piano Proficiency

(MUSI 1000: 6 semester with grade of CR required)

##### Upper-Division Courses (29 hrs.)

MUSI 3214 Advanced Conducting and Score Reading  
 MUSI 3311 Conducting  
 MUSI 3319 Music History I  
 MUSI 3320 Music History II  
 MUSI 3342 Electronic Music  
 MUSI 3348 Composers Seminar  
 MUSI 4340 Counterpoint  
 MUSI 4342 Form and Analysis  
 MUSI 4343 Topics in Music Theory  
 MUSI 4345 Arranging for Choral and Instrumental Ensembles

## Bachelor of Music (B.M.) - Instrumental Performance Emphasis

### Degree Requirements

**Total Semester Credit Hours=120**

#### University Core Curriculum (42 hrs.)

May be applied to core curriculum requirements:

MUSI 2308 Music Literature [TCCN: MUSI 1307]

#### Musical Performance, Technique and Pedagogy - 32 hours

1. Applied study in primary instrument (MUAP)--16 hrs. (8 lower-division, 8 upper-division)

2. Major Ensembles (MUEN)--8 hrs. (4 lower-division, 4 upper-division)
3. Minor Ensembles (MUEN)--4 hrs. (lower-division)
4. Required Courses--4 hrs.
  - a. MUAP 3000 Junior Recital
  - b. MUAP 4100 Recital
  - c. MUSI 3330 Topics in Pedagogy and Literature

#### Supporting Courses in Music--35 hours

(not including MUSI 2308, which is applied toward core curriculum requirements)

##### Lower-Division Courses (20 hrs.)

MUSI 1000 Recitals, Concerts and Productions  
 MUAP 1111 Harmony and Keyboard I  
 MUAP 1112 Harmony and Keyboard II  
 MUSI 1116 Aural Skills I [TCCN: MUSI 1116]  
 MUSI 1117 Aural Skills II [TCCN: MUSI 1117]  
 MUSI 1311 Music Theory I [TCCN: MUSI 1311]  
 MUSI 1312 Music Theory II [TCCN: MUSI 1312]  
 MUAP 2111 Harmony and Keyboard III  
 MUAP 2112 Harmony and Keyboard IV  
 MUSI 2116 Aural Skills III [TCCN: MUSI 2116]  
 MUSI 2117 Aural Skills IV [TCCN: MUSI 2117]  
 MUSI 2311 Music Theory III [TCCN: MUSI 2311]  
 MUSI 2312 Music Theory IV [TCCN: MUSI 2312]  
 MUAP 2001 Piano Proficiency

(MUSI 1000: 6 semesters with grade of CR required)

##### Upper-Division Courses (15 hrs.)

MUSI 3311 Conducting  
 MUSI 3319 Music History I  
 MUSI 3320 Music History II  
 MUSI 4342 Form and Analysis  
 MUSI 4345 Arranging for Choral and Instrumental Ensembles

#### Music Electives (upper-division)-11 hrs.

## Bachelor of Music (B.M.) - Instrumental Music Education Emphasis

### Degree Requirements

**Total Semester Credit Hours = 121**

#### University Core Curriculum (42 hrs.)

May be applied to core curriculum requirements:

MUSI 2308 Music Literature [TCCN: MUSI 1307]

#### Musical Performance --21 hours

1. Applied study in primary instrument (MUAP)--14 hrs. (8 lower-division, 6 upper-division)
2. Major Ensembles (MUEN)--7 hrs. (4 lower-division, 3 upper-division)
3. Required Recital  
 MUAP 3000 Junior Recital

#### Musicianship and Pedagogy--58 hours

(not including MUSI 2308, which is applied toward core curriculum requirements)

##### Lower-Division Courses (20 hrs.)

MUSI 1000 Recitals, Concerts and Productions  
 MUAP 1111 Harmony and Keyboard I  
 MUAP 1112 Harmony and Keyboard II  
 MUSI 1116 Aural Skills I [TCCN: MUSI 1116]  
 MUSI 1117 Aural Skills II [TCCN: MUSI 1117]  
 MUSI 1311 Music Theory I [TCCN: MUSI 1311]

MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUAP 2111	Harmony and Keyboard III
MUAP 2112	Harmony and Keyboard IV
MUSI 2116	Aural Skills III [TCCN: MUSI 2116]
MUSI 2117	Aural Skills IV [TCCN: MUSI 2117]
MUSI 2311	Music Theory III [TCCN: MUSI 2311]
MUSI 2312	Music Theory IV [TCCN: MUSI 2312]
MUAP 2001	Piano Proficiency

(MUSI 1000: 6 semesters with grade of CR required)

#### Upper-Division Courses (38 hrs.)

MUSI 3214	Advanced Conducting and Score Reading
MUSI 3220	Woodwind Methods
MUSI 3221	Brass Methods
MUSI 3222	Percussion Methods
MUSI 3223	String Methods
MUSI 3229	Vocal Seminar for Instrumental Majors
MUSI 3240	Marching Band Procedures
MUSI 3311	Conducting
MUSI 3319	Music History I
MUSI 3320	Music History II
MUSI 3325	Teaching Music in the Elementary School
MUSI 3327	Teaching Music in Secondary Schools
MUSI 4326	Instrumental Materials and Band Administration

MUSI 4342	Form and Analysis
MUSI 4345	Arranging for Choral and Instrumental Ensembles

## Bachelor of Music (B.M.) - Piano Performance Emphasis

### Degree Requirements

**Total Semester Credit Hours = 120**

**University Core Curriculum (42 hrs.)**

May be applied to core curriculum requirements:

MUSI 2308	Music Literature [TCCN: MUSI 1307]
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#### Musical Performance --32 hours

1. Applied study in piano (MUAP)--16 hrs. (8 lower-division, 8 upper-division)
2. Accompanying/Ensembles (MUEN/MUAP)--8 hrs. (4 lower-division, 4 upper-division)
3. Applied study in secondary instrument (MUAP)--4 hrs. (lower-division)
4. Required recitals and courses--4 hrs.  
MUAP 3000 Junior Recital  
MUAP 4100 Recital  
MUSI 3335 Piano Pedagogy

#### Supporting Courses in Music (36 hrs.)

(not including MUSI 2308, which is applied toward core curriculum requirements)

#### Lower-Division Courses (18 hrs.)

MUSI 1000	Recitals, Concerts and Productions
MUSI 1116	Aural Skills I [TCCN: MUSI 1116]
MUSI 1117	Aural Skills II [TCCN: MUSI 1117]
MUSI 1311	Music Theory I [TCCN: MUSI 1311]
MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUAP 2111	Harmony and Keyboard III
MUAP 2112	Harmony and Keyboard IV
MUSI 2116	Aural Skills III [TCCN: MUSI 2116]
MUSI 2117	Aural Skills IV [TCCN: MUSI 2117]
MUSI 2311	Music Theory III [TCCN: MUSI 2311]
MUSI 2312	Music Theory IV [TCCN: MUSI 2312]
MUAP 2001	Piano Proficiency

(MUSI 1000: 6 semesters with grade of CR required)

#### Upper-Division Courses (18 hrs.)

MUSI 3311	Conducting
MUSI 3319	Music History I
MUSI 3320	Music History II
MUSI 4340	Counterpoint
MUSI 4320	Piano Literature
MUSI 4342	Form and Analysis

**Music Electives - 10 hrs. of Upper Division courses**

## Bachelor of Music (B.M.) - Piano Pedagogy Emphasis

### Degree Requirements

**Total Semester Credit Hours = 120**

**University Core Curriculum (42 hrs.)**

May be applied to core curriculum requirements:

MUSI 2308	Music Literature [TCCN: MUSI 1307]
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#### Musical Performance--26 hrs.

1. Applied study in piano (MUAP)--16 hrs. (8 lower-division, 8 upper-division)
2. Accompanying/Ensembles (MUEN/MUAP)--8 hrs. (4 lower-division, 4 upper-division)
3. Applied study in secondary instrument (MUAP)--2 hrs. (lower-division)
4. Required Course  
MUAP 3000 Junior Recital

#### Supporting Courses in Music (49 hrs.)

(not including MUSI 2308, which is applied toward core curriculum requirements)

#### Lower-Division Courses (20 hrs.)

MUSI 1000	Recitals, Concerts and Productions
MUAP 1111	Harmony and Keyboard I
MUAP 1112	Harmony and Keyboard II
MUSI 1116	Aural Skills I [TCCN: MUSI 1116]
MUSI 1117	Aural Skills II [TCCN: MUSI 1117]
MUSI 1311	Music Theory I [TCCN: MUSI 1311]
MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUAP 2111	Harmony and Keyboard III
MUAP 2112	Harmony and Keyboard IV
MUSI 2116	Aural Skills III [TCCN: MUSI 2116]
MUSI 2117	Aural Skills IV [TCCN: MUSI 2117]
MUSI 2311	Music Theory III [TCCN: MUSI 2311]
MUSI 2312	Music Theory IV [TCCN: MUSI 2312]
MUAP 2001	Piano Proficiency

(MUSI 1000: 6 semesters with grade of CR required)

#### Upper-Division Courses (31 hrs.)

MUSI 3311	Conducting
MUSI 3319	Music History I
MUSI 3320	Music History II
MUSI 3325	Teaching Music in the Elementary School
MUSI 3330	Topics in Pedagogy and Literature
MUSI 3335	Piano Pedagogy
MUSI 4320	Piano Literature
MUSI 4342	Form and Analysis

MUSI 3330: two semesters, 6 credit hours total

MUSI 4201: Internship in Piano Pedagogy (two semesters)

**Music Electives - Upper-Division (3 hrs.)****Bachelor of Music (B.M.) - Vocal Performance  
Emphasis****Degree Requirements****Total Semester Credit Hours = 120****University Core Curriculum (42 hrs.)**

May be applied to Core Curriculum requirements:

MUSI 2308 Music Literature [TCCN: MUSI 1307]

**Musical Performance, Techniques and Pedagogy--38 hours**

1. Applied study in voice (MUAP)--16 hrs. (8 lower-division, 8 upper-division)
2. Major Ensembles (MUEN)--8 hrs. (4 lower-division, 4 upper-division)
3. Second ensemble and Recitals --3 hrs.  
MUEN 3151 Opera Workshop/Musical Theatre (2 semesters)  
MUAP 3000 Junior Recital  
MUAP 4100 Recital
4. Pedagogy and Literature--11 hrs.  
MUSI 3330 Topics in Pedagogy and Literature  
MUSI 3230 Song Literature  
MUSI 3231 Vocal Pedagogy  
MUSI 3224 Diction I  
MUSI 3225 Diction II

**Supporting Courses in Music--38 hours**

(not including MUSI 2308, which is applied toward Core Curriculum requirements)

**Lower-Division Courses (20 hrs.)**

MUSI 1000	Recitals, Concerts and Productions
MUAP 1111	Harmony and Keyboard I
MUAP 1112	Harmony and Keyboard II
MUSI 1116	Aural Skills I [TCCN: MUSI 1116]
MUSI 1117	Aural Skills II [TCCN: MUSI 1117]
MUSI 1311	Music Theory I [TCCN: MUSI 1311]
MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUAP 2111	Harmony and Keyboard III
MUAP 2112	Harmony and Keyboard IV
MUSI 2116	Aural Skills III [TCCN: MUSI 2116]
MUSI 2117	Aural Skills IV [TCCN: MUSI 2117]
MUSI 2311	Music Theory III [TCCN: MUSI 2311]
MUSI 2312	Music Theory IV [TCCN: MUSI 2312]
MUAP 2001	Piano Proficiency

(MUSI 1000: 6 semesters with grade of CR required)

**Upper-Division Courses (18 hrs.)**

MUSI 3311	Conducting
MUSI 3319	Music History I
MUSI 3320	Music History II
MUSI 3313	Music Theatre
MUSI 4342	Form and Analysis
MUSI 4345	Arranging for Choral and Instrumental Ensembles

**Music Electives -- 2 hrs.****Bachelor of Music (B.M.) - Vocal Music Education  
Emphasis****Degree Requirements****Total Semester Credit Hours = 120****University Core Curriculum--42 hours**

May be applied to Core Curriculum requirements:

MUSI 2308 Music Literature [TCCN: MUSI 1307]

**Musical Performance--21 hours**

1. Applied study in voice (MUAP)--14 hrs. (8 lower-division, 6 upper-division)
2. Major Ensembles (MUEN)--7 hrs. (4 lower-division, 3 upper-division)
3. Required Course  
MUAP 3000 Junior Recital

**Musicianship and Pedagogy--57 hours**

(not including MUSI 2308, which is applied toward core curriculum requirements)

**Lower-Division Courses (20 hrs.)**

MUAP 1111	Harmony and Keyboard I
MUAP 1112	Harmony and Keyboard II
MUAP 2111	Harmony and Keyboard III
MUAP 2112	Harmony and Keyboard IV
MUSI 1000	Recitals, Concerts and Productions
MUSI 1116	Aural Skills I [TCCN: MUSI 1116]
MUSI 1117	Aural Skills II [TCCN: MUSI 1117]
MUSI 1311	Music Theory I [TCCN: MUSI 1311]
MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUSI 2116	Aural Skills III [TCCN: MUSI 2116]
MUSI 2117	Aural Skills IV [TCCN: MUSI 2117]
MUSI 2311	Music Theory III [TCCN: MUSI 2311]
MUSI 2312	Music Theory IV [TCCN: MUSI 2312]
MUAP 2001	Piano Proficiency

MUSI 1000: 6 registrations

**Upper-Division Courses (37 hrs.)**

MUSI 3224	Diction I
MUSI 3225	Diction II
MUSI 3226	Choral Conducting and Score Reading
MUSI 3228	Instrumental Seminar for Vocal Majors
MUSI 3230	Song Literature
MUSI 3231	Vocal Pedagogy
MUSI 3311	Conducting
MUSI 3319	Music History I
MUSI 3320	Music History II
MUSI 3325	Teaching Music in the Elementary School
MUSI 3327	Teaching Music in Secondary Schools
MUSI 4225	Choral Literature and Methods I
MUSI 4226	Choral Literature and Methods II
MUSI 4342	Form and Analysis
MUSI 4345	Arranging for Choral and Instrumental Ensembles

**Bachelor of Arts in Music****Degree Requirements****Total Semester Credit Hours=127****University Core Curriculum--42 hours**

May be applied to Core Curriculum requirements:

MUSI 2308 Music Literature [TCCN: MUSI 1307]

**Foreign Language--12 hours (four semesters)****Musical Performance--14 hours**

1. Applied Study in voice or instrument (MUAP)--7 hours (4 lower-division and 3-upper-division)
2. Major Ensembles (MUEN)--7 hours (4 lower-division; 3 upper-division)

**Musicianship--42 hours**

(not including MUSI 2308, which is applied toward Core Curriculum requirements)

**Lower-Division Course (20 hrs.)**

MUSI 1000	Recitals, Concerts and Productions
MUAP 1111	Harmony and Keyboard I
MUAP 1112	Harmony and Keyboard II
MUSI 1116	Aural Skills I [TCCN: MUSI 1116]
MUSI 1117	Aural Skills II [TCCN: MUSI 1117]
MUSI 1311	Music Theory I [TCCN: MUSI 1311]
MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUAP 2111	Harmony and Keyboard III
MUAP 2112	Harmony and Keyboard IV
MUSI 2116	Aural Skills III [TCCN: MUSI 2116]
MUSI 2117	Aural Skills IV [TCCN: MUSI 2117]
MUSI 2311	Music Theory III [TCCN: MUSI 2311]
MUSI 2312	Music Theory IV [TCCN: MUSI 2312]
MUAP 2001	Piano Proficiency

(MUSI 1000: 6 semesters with grade of CR required)

**Upper-Division courses (22 hrs.)**

MUSI 3311	Conducting
MUSI 3318	Musics of the World
MUSI 3319	Music History I
MUSI 3320	Music History II
MUSI 4101	Analytical/Research Project
MUSI 4340	Counterpoint
MUSI 4342	Form and Analysis
MUSI 4345	Arranging for Choral and Instrumental Ensembles

**Electives--15 hours**

1. Music (Upper-division)--6 hrs.
2. Non-Music (Upper-division)--9 hrs.

There is no recital requirement for this degree. A substantial formal paper prepared in MUSI 4101: Analytical/Research Project shall be presented with the approval of the major advisor and submitted as evidence of competence in the major field. The project may be an outgrowth of a music theory, history, topics course, or independent study project, as appropriate to the student's interest.

**Music Minor**

Music may be chosen as a minor to satisfy bachelor's degree program requirements with majors in other fields. Students must audition in an applied area for acceptance in the program. A minimum of 19 hours is required, 6 of which must be earned at UT Tyler. Students should consult with a music advisor prior to the first semester enrolled to discuss the availability of classes.

**Degree Requirements****Required Courses**

MUSI 1000	Recitals, Concerts and Productions
MUSI 1311	Music Theory I [TCCN: MUSI 1311]
MUSI 1312	Music Theory II [TCCN: MUSI 1312]
MUSI 1116	Aural Skills I [TCCN: MUSI 1116]
MUSI 1117	Aural Skills II [TCCN: MUSI 1117]
MUSI 1111	Harmony & Keyboard
MUSI 1112	Harmony & Keyboard
MUSI 2308	Music Literature [TCCN: MUSI 1307]
	Guided Electives

Guided Electives: 6 hours from lower-division MUAP and/or upper-division MUSI, MUAP or MUEN courses with advisor approval

MUSI 1000: 4 semesters with grade of CR

**Music Teacher Certification**

All students wishing to be certified to teach music (EC-12) in Texas public schools must complete the Academic Foundations, Professional Development, the Bachelor of Music (B.M.), and meet the requirements described in the Certification section of the College of Education and Psychology section of this catalog. For further information see a consultant in the Department of Curriculum and Instruction.

**Applied Music Courses**

Applied Music courses are available from beginning to advanced levels of study for one, two or three credit hours. Students are required to furnish their own instrument and music materials. All lessons will be taught in the instructor's university studio. Permission to enroll and appropriate computer call number may be obtained by contacting the music office. A fee of \$50 will be charged for each one credit hour course, a fee of \$100 will be charged for each two credit hour course, and a fee of \$125 will be charged for each three credit hour course. (fees are subject to change). Undergraduate and graduate level courses may be repeated twice for credit.

Accompanying	MUAP 1171, 1271, 2171, 2271, 3271, 4271
Bassoon	MUAP 1126, 1226, 2126, 2226, 3226, 4226
Clarinet	MUAP 1129, 1229, 2129, 2229, 3229, 4229
Composition	MUAP 1187, 2187, 3287, 3387, 4287, 4387
Contrabass	MUAP 1113, 1213, 2113, 2213, 3213, 4213
Euphonium	MUAP 1150, 1250, 2150, 2250, 3250, 4250
Flute	MUAP 1120, 1220, 2120, 2220, 3220, 4220
French Horn	MUAP 1141, 1241, 2141, 2241, 3241, 4241
Guitar	MUAP 1161, 1261, 2161, 2261, 3261, 4261
Harp	MUAP 1277, 3277, 5277
Harpsichord	MUAP 1170, 1270, 2170, 2171, 3270, 4270
Oboe	MUAP 1121, 1221, 2121, 2221, 3221, 4221
Organ	MUAP 1166, 1266, 2166, 2266, 3266, 4266
Percussion	MUAP 1157, 1257, 2157, 2257, 3257, 4257
Piano	MUAP 1169, 1269, 2169, 2269, 3269, 3369, 4269, 4369
Saxophone	MUAP 1133, 1233, 2133, 2233, 3233, 4233
Trombone	MUAP 1146, 1246, 2146, 2246, 3246, 4246
Trumpet	MUAP 1137, 1237, 2137, 2237, 3237, 4237
Tuba	MUAP 1153, 1253, 2153, 2253, 3253, 4253
Viola	MUAP 1105, 1205, 2105, 2205, 3205, 4205
Violin	MUAP 1101, 1201, 2101, 2201, 3201, 4201
Violoncello	MUAP 1109, 1209, 2109, 2209, 3209, 4209
Voice	MUAP 1181, 1281, 2181, 2281, 3281, 4281

**Theatre Studies Minor**



Theatre Studies may be chosen as a minor for students with majors in other fields. A minor in Theatre Studies requires at least 18 hours of courses, 12 of which must be upper level. At least 9 credit hours must be completed at this university.

### Degree Requirements

#### **Introduction to Theatre (6 hrs.)**

THTR 1351 Acting: An Introduction [TCCN: DRAM  
1351]

THTR 1301 The Theatre: Plays in Performance  
[TCCN: DRAM 1310]

or  
THTR 1356 The Cinema: Films and Performers

#### **Theatre History (6 hrs.)**

THTR 3329 Theatre History: Aeschylus to  
Shakespeare

THTR 3330 Theatre History: Moliere to the Present

#### **English Literature (3 hrs.)**

ENGL 4310 Shakespeare

#### **THTR 4329: Topics in Drama (3 hrs.)**

THTR 4329 Topics in Drama

# SOULES COLLEGE OF BUSINESS

**Dr. Roger Lirely, Interim Dean**

## Vision

The Soules College of Business will develop a reputation as the best business school in the region through outreach programs that meet business stakeholders' needs, selected focal programs that receive national recognition, and discipline-based special programs that add value to the degree, and enhance the graduate's job opportunities.

## Mission

The Soules College of Business provides high quality business education to citizens of the East Texas region and beyond through a strategic mix of face-to-face and online delivery. We employ High-Impact Educational Practices that help students at the bachelor's and master's levels attain the knowledge and skills they need to be successful as professionals.

We serve our stakeholders by providing a range of general and specialized master's degrees. We maintain a balance between teaching and research that values the creation of both basic and applied knowledge along with teaching excellence.

The Soules College of Business is authorized to award the following degrees:

### Bachelor of Business Administration

#### Majors:

Accounting

Finance

Management

Marketing

Bachelor of Science in Computer Science

Bachelor of Science in Computer Information Systems

Bachelor of Science in General Business

Bachelor of Science in Human Resource Development

Bachelor of Science in Industrial Technology

Master of Accountancy

Master of Business Administration

Master of Science in Computer Science

Master of Science in Human Resource Development

Master of Science in Industrial Management

Ph.D. in Human Resource Development

The Bachelor of Business Administration and the Master of Business Administration are fully accredited by AACSB International - The Association to Advance Collegiate Schools of Business, the national accrediting organization for business and management programs. Accreditation means that the Business Administration programs meet or exceed high quality and continuous improvement standards for achieving its mission in such areas as curriculum, faculty, intellectual climate, admissions criteria, graduation requirements, library, technological and fiscal resources.

The Bachelor of Science in Industrial Technology is accredited by the Association of Technology, Management, and Applied Engineering (ATMAE). ATMAE accreditation ensures that the institution has met a series of standards to provide industry, business, education, and government with highly competent employees and assures the graduate of an ATMAE-accredited program that they are receiving a marketable degree through relevant curricula.

## Bachelor of Business Administration

### Total 120 semester credit hours

### Objectives

The Bachelor of Business Administration (BBA) prepares students for positions as executives, managers, and specialists in businesses and other organizations. Such an education provides an opportunity to:

1. understand contemporary business culture;
2. appreciate the historical evolution of business, and develop an awareness of the social and economic influences in the global community;
3. encourage social responsibility and community service;
4. understand major functional areas of business, their relationships, and develop some degree of specialization and application; and
5. prepare for graduate study.

Students are encouraged to establish a firm base of humanities, arts, and sciences; to develop analytical capability; to investigate major functional areas of business; and to recognize that the role of leadership in the modern business system is vitally important for community progress and economic development.

## Admission to the Bachelor of Business Administration Programs

### Freshman and Transfer Admission

All freshmen who meet UT Tyler's published admission criteria for ACT/SAT scores and high school rankings are automatically admitted into one of the majors in the Soules College of Business. Freshman who do not meet the minimum admission criteria may apply for entrance into the College once they achieve sophomore classification and a minimum of 15 hours at UT Tyler. Transfer students who have successfully completed 30 semester hours or more at a regionally accredited institution and have earned a minimum grade point average of 2.0 (on a 4.00 scale) on all college/university coursework attempted are automatically admitted into one of the majors in the Soules College of Business.

Transfer and freshman students who are admitted to UT Tyler and interested in pursuing a BBA degree and meet the above admission criteria, should select one of the following majors: accounting, finance, management, or marketing. Students must maintain an overall grade point average of 2.0 and receive a "C" or higher in each of the required courses except the upper-level electives. The

following Pre-Business courses should be completed before enrolling in Business Core or Major courses:

#### Pre-Business Courses

Introduction to Business

Accounting Principles - Financial Accounting, Managerial Accounting

Computer Literacy

\*Economic Principles - Microeconomics, Macroeconomics

Mathematics

Speech\*\*

\*Computer applications adapted to the solution of business problems (equivalent to COSC 1307).

\*\**Public speaking with an emphasis on the preparation and presentation of professional speeches, using computer technology when appropriate.*

### **Transfer of Credit**

Only grades of "C" and above may apply towards degree requirements.

### **General Baccalaureate Degree Requirements**

The Soules College of Business offers a Bachelor of Business Administration (BBA) degree with majors in accounting, finance, management, and marketing, which requires:

1. A minimum of 120 semester credit hours.
2. At least 50 percent of the upper-division business courses must be taken at UT Tyler.
3. In no event may a student register for the graduation semester until the completion of all prerequisites.
4. A minimum grade point average of 2.0 in all upper-division work undertaken and a minimum grade of "C" in each course in the major.
5. A common Business Core of 28 hours (see course list below).
6. Eighteen upper-division hours in the Major (Twenty-one in Accounting Major). At least four (five in Accounting Major) courses in the Major must be completed at UT Tyler
7. Fifteen additional upper-division hours, at least nine of which must be taken in the Soules College of Business; for Accounting Majors, twelve additional upper-division hours, rather than fifteen, at least six of which must be taken in the Soules College of Business.
8. Two additional lower- or upper-level hours should be selected from the SCOB approved list.

#### **Common Business Core (31 hrs.)**

The Common Business core courses are as follows, with variations by Major, as noted with a minimum grade of "C":

MANA 3300	Critical and Analytical Thinking in Business
MANA 3312	International Business
FINA 3311	Principles of Finance
BLAW 3301	Business Law and Social Responsibility
MANA 3370	Business Writing and Oral Presentations
MANA 3170	Build and Manage a Successful Career or
ACCT 3170	Build and Manage a Successful Accounting Career
MANA 3305	Operations Management
MANA 3311	Fundamentals of Management
MARK 3311	Principles of Marketing

COSC 3333	Management Information Systems
MANA 4395	Strategic Management

NOTE: Accounting majors should take ACCT 3170 in place of MANA 3170

MANA 4395 should be taken after above courses in the common business core are completed, or with permission of the department chair.

### **Freshman Admission**

Freshman seeking the Bachelor of Business Administration (BBA) as the intended degree should declare one of the following majors:

Accounting  
Finance  
Management  
Marketing

During the freshman and sophomore years each student should complete the University Core Curriculum and the Pre-Business courses. Check with your advisor for courses that currently meet the core curriculum requirements. The courses listed below represent an acceptable plan

### **Core Curriculum (42 hrs.)**

#### **Communication (6 hrs.)**

The following two courses are recommended:

ENGL 1301	College Composition I [TCCN: ENGL 1301]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]

#### **STEM**

BBA Majors: The following course is recommended:

MATH 1342	Statistics [TCCN: MATH 1342]
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#### **Mathematics (3 hrs.)**

MATH 1332	Math for Liberal Arts Majors I [TCCN: MATH 1332]
	or
MATH 1343	Statistics II

#### **Life and Physical Sciences (6 hrs.)**

Select courses from the approved University Core Curriculum (p. 33) list.

#### **Language, Philosophy and Culture (3 hrs.)**

Select course from the approved University Core Curriculum (p. 33) list.

#### **Creative Arts (3 hrs.)**

Select course from the approved University Core Curriculum (p. 33) list.

#### **Human Expression (3 hrs.)**

ENGL 1302	College Composition II [TCCN: ENGL 1302]
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#### **American History (6 hrs.)**

HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1302	United States History II [TCCN: HIST 1302]

**Government/Political Science (6 hrs.)**

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]

**Social and Behavioral Sciences (3 hrs.)**

BBA Majors: The following course is recommended:

ECON 2301 Principles of Macroeconomics

All other SCOB majors: Select one of the following recommended courses:

ECON 1301	Introduction to Economics [TCCN: ECON 1301]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]

**Pre-Business Core (27 hrs.)**

*Note: Some courses required for the Pre-Business can meet the core curriculum requirements.*

**Accounting**

ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301]
ACCT 2302	Principles of Managerial Accounting [TCCN: ACCT 2302]

**Business**

MANA 1300	Introduction to Business [TCCN: BUSI 1301]
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**Economics**

ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]

**Computer Applications**

COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
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**Speech**

SPCM 1311	Introduction to Communication Studies [TCCN: SPCH 1311]
	or
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]

**Mathematics**

MATH 1342	Statistics [TCCN: MATH 1342]
	and
MATH 1314	College Algebra [TCCN: MATH 1314]
	or
MATH 1332	Math for Liberal Arts Majors I [TCCN: MATH 1332]
	or
MATH 1343	Statistics II

**Business Administration Minor**

A minor in Business Administration is available to students who are not pursuing a BBA.

**18-21 Total Credit Hours**

The student must complete 12-15 specified lower-division semester hours and 18 upper-division semester hours from the Soules College of Business as outlined below and must meet any prerequisites listed:

ACCT 3300	Accounting and Finance for Small Business and Entrepreneurs
	or
FINA 3300	Accounting and Finance for Small Business and Entrepreneurs
	or
ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301]
	and
ACCT 2302	Principles of Managerial Accounting [TCCN: ACCT 2302]
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
FINA 3315	Personal Finance
MANA 3311	Fundamentals of Management
MARK 3311	Principles of Marketing

Upper-division courses selected from the curriculum of the Soules College of Business (3 hrs.)

**General Business B.S.****Total 120 hours semester credit hours.****Core Curriculum (42 hours)****Communication (6 hours)**

The following two courses are recommended:

ENGL 1301	College Composition I [TCCN: ENGL 1301]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]

**Mathematics (3 hours)**

MATH 1342	Statistics [TCCN: MATH 1342]
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**Life and Physical Sciences (6 hours)**

Select courses from the approved University Core Curriculum list.

**Language Philosophy and Culture (3 hours)**

Select course from the approved University Core Curriculum list.

**Creative Arts (3 hours)**

Select course from the approved University Core Curriculum list.

**Human Expression (3 hours)**

ENGL 1302	College Composition II [TCCN: ENGL 1302]
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**American History (6 hours)**

HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1302	United States History II [TCCN: HIST 1302]

**Government/Political Science (6 hours)**

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]

**Social and Behavioral Sciences (3 hours)**

ECON 1301 Introduction to Economics [TCCN: ECON 1301]

**STEM (3 hours)**

MATH 1314 College Algebra [TCCN: MATH 1314]

**Required Courses (53 hours)**

ACCT 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
FINA 3300 Accounting and Finance for Small Business and Entrepreneurs  
ECON 1301 Introduction to Economics [TCCN: ECON 1301]  
COSC 1307 Introduction to Information Systems Software [TCCN: BCIS 1305]  
SPCM 1315 Fundamentals of Speech Communication [TCCN: SPCH 1315]  
MANA 1300 Introduction to Business [TCCN: BUSI 1301]  
MARK 3311 Principles of Marketing  
MANA 3311 Fundamentals of Management  
BLAW 3301 Business Law and Social Responsibility  
FINA 3311 Principles of Finance  
MANA 3312 International Business  
MANA 3370 Business Writing and Oral Presentations

20 Hours Electives (Lower or Upper Level)

**Prescribed Elective Courses (25 hours)**

MANA 3320 Human Resource Management  
MANA 3170 Build and Manage a Successful Career

6 Hours - Management Electives (Upper Level)

6 Hours - Marketing Electives (Upper Level)

3 Hours - Accounting, Computer Science, Finance, Human Resource Development or Technology Elective (Upper Level)

6 Hours - Electives (Upper Level)

**Department of Accounting, Finance, and Business Law****Accounting**

Two programs are available to students who wish to study accounting at the University. The first is the four-year major in accounting leading to the Bachelor of Business Administration degree. The second is the five-year integrated Master in Accountancy (MAcc), which simultaneously awards both the BBA and the MAcc degrees. The BBA is designed to provide students with the educational breadth of general education courses, a strong foundation in the common business core, and sufficient accounting education to achieve entry-level competencies for a career in industry. The integrated approach is designed for students who wish to obtain advanced accounting knowledge, especially those who wish to qualify to sit for the Uniform CPA Exam and pursue a career in public accounting.

**Accounting Major**

**These eight (8) courses are required of all accounting majors:**

ACCT 3170 Build and Manage a Successful

Accounting Career  
ACCT 3311 Intermediate Accounting I  
ACCT 3312 Intermediate Accounting II  
ACCT 3315 Cost Accounting  
ACCT 3325 Federal Income Taxation  
ACCT 3326 Introduction to Entity Income Taxation  
ACCT 4380 Auditing  
BLAW 4340 Business and Professional Ethics

**Suggested Four-Year Curriculum for the Accounting Major****Freshman Year****First Semester (15 hrs.)**

ENGL 1301 College Composition I [TCCN: ENGL 1301]  
HIST 1301 United States History I [TCCN: HIST 1301]  
COSC 1307 Introduction to Information Systems Software [TCCN: BCIS 1305]  
MATH 1332 Math for Liberal Arts Majors I [TCCN: MATH 1332]  
Life and Physical Sciences (Core, 3 hrs.)

**Second Semester (15 hrs.)**

HIST 1302 United States History II [TCCN: HIST 1302]  
SPCM 1315 Fundamentals of Speech Communication [TCCN: SPCH 1315]  
MATH 1342 Statistics [TCCN: MATH 1342]  
MANA 1300 Introduction to Business [TCCN: BUSI 1301]  
Life and Physical Sciences (Core, 3 hrs.)

**Sophomore Year****First Semester (15 hrs.)**

POLS 2305 Introductory American Government [TCCN: GOVT 2305]  
ECON 2301 Principles of Macroeconomics [TCCN: ECON 2301]  
MANA 3300 Critical and Analytical Thinking in Business  
ACCT 2301 Principles of Financial Accounting [TCCN: ACCT 2301]  
Language, Philosophy and Culture (Core, 3 hrs.)

**Second Semester (15 hrs.)**

POLS 2306 Introductory Texas Politics [TCCN: GOVT 2306]  
ECON 2302 Principles of Microeconomics [TCCN: ECON 2302]  
ACCT 2302 Principles of Managerial Accounting [TCCN: ACCT 2302]  
MANA 3311 Fundamentals of Management  
ENGL 1302 College Composition II [TCCN: ENGL 1302]

**Junior Year****First Semester (15 hrs.)**

ACCT 3311 Intermediate Accounting I  
ACCT 3325 Federal Income Taxation  
MARK 3311 Principles of Marketing  
BLAW 3301 Business Law and Social Responsibility  
ACCT 3170 Build and Manage a Successful Accounting Career  
Elective (2 hrs.)

**Second Semester (15 hrs.)**

ACCT 3312 Intermediate Accounting II  
ACCT 3315 Cost Accounting  
FINA 3311 Principles of Finance

MANA 3370	Business Writing and Oral Presentations
MANA 3312	International Business

**Senior Year****First Semester (15 hrs.)**

MANA 3305	Operations Management
COSC 3333	Management Information Systems
	Upper-level CBT Elective (3 hrs.)
	Upper-level CBT electives (6 hrs.)
	Upper-level elective (3 hrs.)

**Second Semester (15 hrs.)**

ACCT 4380	Auditing
BLAW 4340	Business and Professional Ethics
MANA 4395	Strategic Management
	CBT Elective (3 hrs.)
	Creative Arts (Core, 3 hrs.)

Note: Total hours must equal at least 120

**BBA MAcc: Integrated Approach**

The integrated approach to the Master of Accountancy is a five-year program of undergraduate and graduate coursework that allows the student to earn the BBA and the MAcc degrees simultaneously. Students apply to the program upon completion of ACCT 3312, Intermediate Accounting II, and can take up to nine hours of graduate accounting coursework at undergraduate tuition rates.

**Admission**

Students are admitted to the integrated approach upon completion of at least 60 semester hours of coursework that includes ACCT 3311 and ACCT 3312.

International students pursuing the BBA/MAcc degree: English skills are essential for success in the MAcc program. As a result, it is important to demonstrate the ability to speak, read, write, and understand English through the TOEFL or IELTS. Official scores for either the internet-based TOEFL or IELTS must be on the student's record prior to the application deadline, even if s/he was allowed to waive the TOEFL or IELTS for admission to the University. Only applicants from English-speaking countries are allowed to waive this requirement. Please visit the GIAC website for a list of countries which qualify for the waiver. The preferred minimum for the TOEFL is 105 overall, with a minimum of 24 for each individual section or a minimum band score of 7.5 for the IELTS. If previously-submitted test scores do not accurately reflect the applicant's current English proficiency, it is strongly recommended to retake the test to increase scores.

Admission is based on the applicant's University grade point average, SAT Reasoning Test or ACT scores, and GMAT scores, as well as other relevant examples of academic ability and leadership. An applicant with a University grade point average of less than 3.00 is unlikely to be admitted to this program. Admission may be restricted by the availability of instructional resources.

Degree seeking undergraduate students in the process of completing all upper-division prerequisite courses at UT Tyler are eligible to apply for admission to the MAcc program and have the GMAT waived during the semester when they are taking ACCT 3312 - Intermediate Accounting II if they meet the following criteria:

- Have declared a major in accounting.

- Have attained an overall grade point average (GPA) of at least a 3.4.
- Have completed at least 3 upper-division accounting courses and attained a cumulative grade point average (GPA) in all upper-division accounting courses completed of at least a 3.6. Intermediate Accounting I must be one of these courses.
- Earned a grade of 'B' or better and have no 'W's in the MAcc prerequisite courses taken at the time of application. These courses must be taken at UT Tyler.

Students who do not meet the GPA requirements may still apply for admission into the Master of Accountancy before they complete their undergraduate degree but must submit a GMAT score. A GMAT score of 500 is recommended for admission.

Before beginning the fifth year, integrated approach students must be admitted to the MAcc program. Students must complete at least two long-session semesters in residence in the MAcc program. Application forms must be submitted by February 1 of the student's fourth year. Students must have completed the following BBA degree requirements before the application deadline: the University Core Curriculum, courses needed to declare a major, the lower-division business core, and MANA 3370.

**Satisfactory Progress**

Students are expected to make continuous progress toward the degree by completing required accounting coursework each semester. Students who fail to take required accounting coursework two long-session semesters in a row will be removed from the program and placed in the unspecified business major. Students will be notified before this action is taken; they must meet with the MAcc Director upon being notified.

**Probation**

A student is placed on probation if his or her grade point average in core undergraduate accounting courses falls below 3.00. Except with the consent of the MAcc Director, a student on probation may not take graduate accounting courses.

**Dismissal**

The student is dismissed from the integrated approach if (1) he or she fails to improve his or her academic performance significantly while on probation, or (2) he or she will not achieve a grade point average of 3.00 even by earning grades of A in all remaining core undergraduate accounting courses.

**Graduation**

To receive a MAcc degree, a student must have a grade point average of at least 3.00 in all coursework taken as part of the minimum 30 hour MAcc degree. He or she must also have a grade point average in graduate accounting coursework of at least 3.00.

**Degree Requirements**

The requirements for the Integrated BBA/MAcc program are:

1. Undergraduate coursework
  - a. The Core Curriculum requirements and the BBA Degree Requirements.
  - b. ACCT 3170, ACCT 3311, ACCT 3312, ACCT 3315, ACCT 3325, ACCT 3326, ACCT 4380 and BLAW 4340.

- c. Additional elective work, if necessary, to provide a total of at least 120 semester hours of undergraduate coursework.
2. Graduate coursework
- ACCT 5335, ACCT 5355, ACCT 5360, ACCT 5380, ACCT 5385, ACCT 5395 and BLAW 5310.
  - Nine hours of graduate electives in accounting, business law, economics, finance, management or marketing approved by the MAcc Program Director. Students may choose to use their electives to meet the requirements of the Oil, Gas and Energy industry specialization.

### Suggested Five-Year Curriculum for the Integrated BBA/MAcc

#### Freshman Year

##### First Semester (15 hrs.)

ENGL 1301	College Composition I [TCCN: ENGL 1301]
HIST 1301	United States History I [TCCN: HIST 1301]
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
MATH 1332	Math for Liberal Arts Majors I [TCCN: MATH 1332]
	Life and Physical Sciences (Core, 3 hrs.)

##### Second Semester (15 hrs.)

HIST 1302	United States History II [TCCN: HIST 1302]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
MATH 1342	Statistics [TCCN: MATH 1342]
MANA 1300	Introduction to Business [TCCN: BUSI 1301]
	Life and Physical Sciences (Core, 3 hrs.)

#### Sophomore Year

##### First Semester (15 hrs.)

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
MANA 3300	Critical and Analytical Thinking in Business
ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301]
	Language, Philosophy and Culture (Core, 3 hrs.)

##### Second Semester (15 hrs.)

POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]
ACCT 2302	Principles of Managerial Accounting [TCCN: ACCT 2302]
MANA 3311	Fundamentals of Management
ENGL 1302	College Composition II [TCCN: ENGL 1302]

#### Junior Year

##### First Semester (15 hrs.)

ACCT 3311	Intermediate Accounting I
ACCT 3325	Federal Income Taxation
MARK 3311	Principles of Marketing
BLAW 3301	Business Law and Social Responsibility
ACCT 3170	Build and Manage a Successful Accounting Career

Elective (2 hrs.)

##### Second Semester (15 hrs.)

ACCT 3312	Intermediate Accounting II
ACCT 3315	Cost Accounting
FINA 3311	Principles of Finance
MANA 3370	Business Writing and Oral Presentations
MANA 3312	International Business

##### Senior Year

##### First Semester (15 hrs.)

ACCT 5360	Advanced Problems in Accounting
COSC 3333	Management Information Systems
MANA 3305	Operations Management
	Upper-level CBT Elective (3 hrs.)
	Graduate elective (3 hrs.)

##### Second Semester (15 hrs.)

ACCT 4380	Auditing
ACCT 5335	Advanced Government and Not-for-Profit Accounting
MANA 4395	Strategic Management
	Graduate elective (3 hrs.)
	Creative Arts (Core, 3 hrs.)

##### Fifth Year

##### Summer Semester I (6 hrs.)

ACCT 5380	Advanced Auditing and Systems
	Graduate elective (3 hrs.)

##### Fall Semester (9 hrs.)

ACCT 5355	Strategic Cost Management
BLAW 4340	Business and Professional Ethics
	Upper-level CBT Elective (3 hrs.)

##### Spring Semester (9 hrs.)

ACCT 5385	Advanced Accounting Research and Theory
BLAW 5310	Business Legal Environment
	Upper-level CBT Elective (3 hrs.)

##### Summer Semester II (6 hrs.)

ACCT 5395	CPA Review Topics
	Upper-level elective (3 hrs.)

Note: Total undergraduate hours must equal at least 120 and total graduate hours must equal at least 30.

## Bachelor of Business Administration in Finance

### Total Semester Credit Hours = 120

Professional opportunities in the field of finance include careers in financial services such as investment portfolio managers, energy risk managers, banking officers, corporate treasurers, and financial planners. Finance professionals are in high demand by corporations, nonprofit organizations and government agencies at all levels. The corporate finance career path can lead to very responsible positions, including vice president for finance or president of the firm. A finance major is excellent preparation for graduate school in business (e.g. MBA) and law school.

### Objectives

Students completing the finance major should be able to:

- Understand the organizational environment and related agency issues within which financial managers operate.
- Analyze financial statement data for an enterprise to assess liquidity, asset utilization, debt management, profitability, and rewards of ownership.

3. Estimate fund requirements for an enterprise.
4. Recognize the structure and functioning of financial markets.
5. Differentiate between the risks, costs, and availability of various methods used to acquire short-term and long-term funds.
6. Understand the critical variables determining the cost of capital.
7. Measure the risk and return associated with various asset alternatives, and choose between competing investment options.
8. Incorporate quantitative decision skills and the use of the computer in solving financial problems.
9. Recognize major evolving issues in finance.

## Track/Concentration

The BBA with a major in Finance has two tracks/concentrations: Investment Management and Energy Risk Management. Student must select their track/concentration before their junior year.

### Core Curriculum (9 hours)

FINA 3330	Investments
FINA 4330	Security Analysis and Portfolio Management
FINA 4340	Managerial Finance

### Area of Concentration (9 hours)

#### Investment Management

ACCT 3311	Intermediate Accounting I
FINA 4310	Management of Financial Institutions
ACCT 3325	Federal Income Taxation or
MARK 4350	Personal Selling

#### Energy Risk Management

FINA 4355	Oil, Gas and Energy Finance
FINA 4356	Energy Risk Management
FINA 4357	Business Forecasting

## Suggested Four-Year Curriculum for Finance

### Freshman Year

#### First Semester (15 hrs.)

ENGL 1301	College Composition I [TCCN: ENGL 1301]
HIST 1301	United States History I [TCCN: HIST 1301]
MATH 1332	Math for Liberal Arts Majors I [TCCN: MATH 1332]
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305] Life and Physical Sciences (Core, 3 hrs.)

#### Second Semester (15 hrs.)

HIST 1302	United States History II [TCCN: HIST 1302]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
MATH 1342	Statistics [TCCN: MATH 1342]
MANA 1300	Introduction to Business [TCCN: BUSI 1301] Life and Physical Sciences (Core, 3 hrs.)

### Sophomore Year

#### First Semester (15 hrs.)

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]

ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301]
MANA 3300	Critical and Analytical Thinking in Business Language, Philosophy and Culture (Core, 3 hrs.)

#### Second Semester (15 hrs.)

POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]
MANA 3311	Fundamentals of Management
ACCT 2302	Principles of Managerial Accounting [TCCN: ACCT 2302]
ENGL 1302	College Composition II [TCCN: ENGL 1302]

### Junior Year

#### First Semester (15 hrs.)

FINA 3311	Principles of Finance
MANA 3370	Business Writing and Oral Presentations
FINA 3330	Investments FINA Concentration Upper-level CBT Elective (3 hrs.)

#### Second Semester (15 hrs.)

FINA 4340	Managerial Finance
MANA 3305	Operations Management
MARK 3311	Principles of Marketing
MANA 3170	Build and Manage a Successful Career
MANA 3312	International Business Elective (2 hrs.)

### Senior Year

#### First Semester (15 hrs.)

BLAW 3301	Business Law and Social Responsibility
COSC 3333	Management Information Systems Upper-level CBT Elective (3 hrs.) Upper-level elective (3 hrs.)

#### Second Semester (15 hrs.)

MANA 4395	Strategic Management
FINA 4330	Security Analysis and Portfolio Management FINA Concentration Upper-level elective (3 hrs.) Elective (3 hrs.)

## Finance Minor

A minor in Finance is unavailable to students who are pursuing a major in Finance. The student must complete a minimum of 9 hours of prerequisite coursework and 15 hours of upper division courses as outlined below. In addition, students must meet the prerequisites listed of any class they wish to enroll in.

### Minor Requirements

#### Prerequisite coursework (9 hrs.)

MATH 1342	Statistics [TCCN: MATH 1342]
ECON 1301	Introduction to Economics [TCCN: ECON 1301] or
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301] or



ACCT 3300 Accounting and Finance for Small Business and Entrepreneurs or equivalent for ACCT 2301

#### Upper Division Courses (15 hours)

Upper division courses for the Finance minor include 12 hours of required courses and a minimum of 3 hours of an elective course as described below.

#### Required Courses (12 hrs.)

FINA 3311 Principles of Finance  
 FINA 3315 Personal Finance  
 FINA 3330 Investments  
 FINA 4310 Management of Financial Institutions

#### Minimum of one elective course (3 hrs.) chosen from the following list:

FINA 4330 Security Analysis and Portfolio Management  
 FINA 4340 Managerial Finance  
 FINA 4355 Oil, Gas and Energy Finance  
 FINA 4356 Energy Risk Management  
 FINA 4357 Business Forecasting  
 FINA 4370 Special Topics in Finance  
 FINA 4395 Undergraduate Internship  
 FINA 4199-4699 Independent Study

## Department of Management and Marketing

### Bachelor of Business Administration in Management

#### Total Semester Credit Hours = 120

The Management program prepares students for positions as managers and future executives in business and other organizations. Professional opportunities in management often begin as a “management trainee” in large companies or as an assistant manager in other businesses. Persons with careers in management are found in entrepreneurial, private, public, and not-for-profit organizations. Typical career paths lead students to become upper-level corporate executives, corporate presidents, CEOs and successful entrepreneurs.

#### Objectives

Students completing the management major should be able to:

- Understand the complexity of managing human dynamics in the organizational setting.
- Recognize major managerial challenges such as the globalization of business, managing a cultural and ethnically diverse workplace, increasing interdependence among organizational units, intensifying competitive dynamics, and the escalating ethical responsibilities of managers.
- Understand the organizational and environmental context in which human resource managers function.
- Understand the organizational, labor, and legal environments in which managers function.
- Incorporate quantitative decision making into solutions of business problems.
- Understand factors that influence individual, group, and corporate behavior and use this knowledge to improve individual and firm performance.
- Develop managerial skills in activities such as: teamwork, motivation, decision making, negotiation, conflict resolution, leadership, and strategic management.
- Understand how strategic decisions are influenced by and also help to create competitive dynamics within and between industries.
- Recognize and assess the impact of environmental factors in decision making, as well as develop conceptual skills.
- Improve both written and oral communication skills.
- Develop competency in the use of enterprise-wide and discipline specific applications to solve business problems and assist in strategic decision making.

#### Suggested Four-Year Curriculum for Management

##### Freshman Year

##### First Semester (15 hrs.)

ENGL 1301 College Composition I [TCCN: ENGL 1301]  
 HIST 1301 United States History I [TCCN: HIST 1301]  
 COSC 1307 Introduction to Information Systems Software [TCCN: BCIS 1305]  
 MATH 1342 Statistics [TCCN: MATH 1342]  
 Life and Physical Science (3 hrs.)

##### Second Semester (15 hrs.)

HIST 1302 United States History II [TCCN: HIST 1302]  
 SPCM 1315 Fundamentals of Speech Communication [TCCN: SPCH 1315]  
 MATH 1325 Mathematics for Business and Economics II [TCCN: MATH 1325]  
 MANA 1300 Introduction to Business [TCCN: BUSI 1301]  
 Life and Physical Science (3 hrs.)

##### Sophomore Year

##### First Semester (15 hrs.)

POLS 2305 Introductory American Government [TCCN: GOVT 2305]  
 ECON 2301 Principles of Macroeconomics [TCCN: ECON 2301]  
 ACCT 2301 Principles of Financial Accounting [TCCN: ACCT 2301]  
 MATH 1343 Statistics II  
 Language, Philosophy and Culture (3 hrs.)

##### Second Semester (15 hrs.)

POLS 2306 Introductory Texas Politics [TCCN: GOVT 2306]  
 ECON 2302 Principles of Microeconomics [TCCN: ECON 2302]  
 ACCT 2302 Principles of Managerial Accounting [TCCN: ACCT 2302]  
 MANA 3311 Fundamentals of Management  
 ENGL 1302 College Composition II [TCCN: ENGL 1302]

##### Junior Year

##### First Semester (15 hrs.)

BLAW 3301 Business Law and Social Responsibility  
 MANA 3312 International Business  
 MANA 3370 Business Writing and Oral Presentations  
 MANA 3320 Human Resource Management  
 MARK 3311 Principles of Marketing

##### Second Semester (15 hrs.)

MANA 3300 Critical and Analytical Thinking in Business  
 FINA 3311 Principles of Finance  
 MANA 4310 International Management

COSC 3333 Management Information Systems  
Upper-level Management Elective (3 hrs.)

**Senior Year**

**First Semester (15 hrs.)**

MANA 4315 Managerial Decision Making  
MANA 3305 Operations Management  
MANA 3170 Build and Manage a Successful Career  
Upper-level CBT Elective (3 hrs.)  
Upper-level Management Elective (3 hrs.)  
Elective (2 hrs.)

**Second Semester (13 hrs.)**

MANA 4395 Strategic Management  
Upper-level Electives (6 hrs.)  
Upper-level Management Elective (3 hrs.)  
Creative Arts (3 hrs.)

*Note: Total hours must equal at least 120*

**Management Major**

**Degree Requirements**

**Required Courses (12 hours)**

MANA 3315 Organizational Behavior  
MANA 3320 Human Resource Management  
MANA 4310 International Management  
MANA 4315 Managerial Decision Making

In addition, students are required to take a minimum of six (6) hours of Upper-division Management (MANA) courses for a total of 18 hours in the major. Students must take two additional hours of electives to meet the 120 hour requirement. Students are encouraged to consider specializing in a specific management focus and take additional Management Electives as articulated below.

**Students who wish to focus on Human Resource Management should enroll in the following courses that count as Management and other upper-division CBT electives:**

MANA 4325 Compensation Administration  
MANA 4335 Labor Relations

**Students who wish to focus on E-Commerce should enroll in the following courses that count as Management and other upper-division electives:**

MANA 4345 E-Commerce  
MANA 4350 Database Information Systems  
MARK 3325 Retailing in the 21st Century  
MARK 3350 Consumer Behavior

**Students who wish to focus on Entrepreneurship should enroll in the following courses that count as Management and other upper-division electives:**

MANA 3325 Entrepreneurship  
MANA 4320 New Venture Planning  
MANA 4345 E-Commerce  
MARK 3325 Retailing in the 21st Century  
or  
MARK 4300 Services Marketing

**Management Minor**

A minor in Management is not available to students who are pursuing a major in Management. The student must complete up to twelve (12) semester hours of prerequisite coursework and 18 upper-division semester hours from the Department of Management and Marketing as outlined below and must meet any prerequisites listed:

**Degree Requirements**

**Prerequisite Coursework (9-12 hours):**

MATH 1342 Statistics [TCCN: MATH 1342]  
COSC 1307 Introduction to Information Systems Software [TCCN: BCIS 1305]

(or equivalent courses)

**3-6 hours from:**

ACCT 3300 Accounting and Finance for Small Business and Entrepreneurs  
FINA 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
ACCT 2301 Principles of Financial Accounting [TCCN: ACCT 2301]  
and  
ACCT 2302 Principles of Managerial Accounting [TCCN: ACCT 2302]

**Upper Division (18 hours)**

MANA 3311 Fundamentals of Management  
MANA 4315 Managerial Decision Making  
MANA 3320 Human Resource Management  
MANA 4310 International Management  
MANA 3315 Organizational Behavior  
3 hours MANA Elective

3 hours MANA Elective: Courses applying in the Business Core will not satisfy these requirements for students pursuing a BBA.

**Entrepreneurship Minor**

The student must complete up to nine (9) semester hours of prerequisite coursework and 18 upper-division semester hours from the Department of Management and Marketing as outlined below and must meet any prerequisites listed:

**Degree Requirements**

**Prerequisite Coursework (3-6 hours)**

ACCT 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
FINA 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
ACCT 2301 Principles of Financial Accounting [TCCN: ACCT 2301]  
and  
ACCT 2302 Principles of Managerial Accounting [TCCN: ACCT 2302]

**12 hours from:**

MANA 3311 Fundamentals of Management  
MANA 3325 Entrepreneurship  
MANA 4320 New Venture Planning  
MARK 3311 Principles of Marketing

**6 hours from:**

MARK 3325 Retailing in the 21st Century  
MARK 3350 Consumer Behavior  
MANA 4345 E-Commerce

MANA 4320: Students pursuing a BBA may only apply 3 hours of the Minor in Entrepreneurship towards their Business Core or Major requirements. Remaining 15 hours will be specified by the Department of Management and Marketing.

**Bachelor of Business Administration in Marketing**

**Total Semester Credit Hours = 120**

Professional opportunities in marketing are marketing specialists and directors, sales professionals, advertising specialists, advertising directors and research professionals. For students who want a general perspective of marketing, the curriculum provides a broad range of marketing subjects. The marketing curriculum, whether approached from a general or specialized perspective provides the conceptual, quantitative, and analytic skills that are necessary for students to function in a dynamic business environment.

**Objectives**

The following are specific educational objectives for Marketing majors:

1. Acquire a practical understanding of the marketing planning process and be able to develop a complete marketing plan.
2. Learn to develop and execute a formal marketing presentation, including problem definition, formulation of alternatives, and the selection and defense of specific action recommendations.
3. Become familiar with fundamental marketing concepts and learn to apply analytical skills and innovative thinking in a variety of marketing contexts, including commercial, industrial, service, and non-profit sectors.
4. Acquire strategic insights useful in the practical segmentation of markets and the effective manipulation of the marketing mix.
5. Acquire a detailed understanding of the customs, traditions, and decision making processes that direct the consumption behavior of the modern American consumer.
6. Learn to identify and differentiate the effects of cultural and sub-cultural factors on consumption behavior and the implications for marketing strategy.
7. Become familiar with quantitative and qualitative techniques to gather and analyze information in order to help marketing managers reduce uncertainty in managerial decision-making.

**Suggested Four-Year Curriculum for Marketing****Freshman Year****First Semester (15 hrs.)**

ENGL 1301	College Composition I [TCCN: ENGL 1301]
HIST 1301	United States History I [TCCN: HIST 1301]
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
MATH 1342	Statistics [TCCN: MATH 1342]

Life and Physical Science (3 hrs.)

**Second Semester (15 hrs.)**

HIST 1302	United States History II [TCCN: HIST 1302]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
MATH 1343	Statistics II
MANA 1300	Introduction to Business [TCCN: BUSI 1301]

Life and Physical Sciences (3 hrs.)

**Sophomore Year****First Semester (15 hrs.)**

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
ACCT 2301	Principles of Financial Accounting

MANA 3300	[TCCN: ACCT 2301] Critical and Analytical Thinking in Business
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Language, Philosophy and Culture (3 hrs.)

**Second Semester (15 hrs.)**

POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]
ACCT 2302	Principles of Managerial Accounting [TCCN: ACCT 2302]
MARK 3311	Principles of Marketing
ENGL 1302	College Composition II [TCCN: ENGL 1302]

**Junior Year****First Semester (15 hrs.)**

BLAW 3301	Business Law and Social Responsibility
MANA 3370	Business Writing and Oral Presentations
MANA 3311	Fundamentals of Management
MANA 3312	International Business
COSC 3333	Management Information Systems

**Second Semester (15 hrs.)**

MARK 4350	Personal Selling
MARK 3325	Retailing in the 21st Century
FINA 3311	Principles of Finance
MARK 3350	Consumer Behavior
MANA 3170	Build and Manage a Successful Career

Elective (2 hrs.)

**Senior Year****First Semester (15 hrs.)**

MARK 4360	International Marketing
MANA 3305	Operations Management
MARK 4380	Marketing Research
Upper-level CBT Electives (6 hrs.)	

**Second Semester (15 hrs.)**

MANA 4395	Strategic Management
MARK 4340	Consumer Insights
CBT Elective (3 hrs.)	
Upper-level elective (3 hrs.)	
Creative Arts (3 hrs.)	

*Note: Total hours must equal at least 120*

**Marketing Major****Degree Requirements****Required Courses (18 hours)**

MARK 3325	Retailing in the 21st Century
MARK 3350	Consumer Behavior
MARK 4340	Consumer Insights
MARK 4350	Personal Selling
MARK 4380	Marketing Research
MARK 4360	International Marketing

**Marketing Minor**

A minor in Marketing is not available to students who are pursuing a BBA in Marketing. The student must complete up to nine (9) semester hours of prerequisite coursework and fifteen (15) upper-

division semester hours from the Department of Management and Marketing courses as outlined below, and must meet any prerequisites listed.

## Degree Requirements

### Prerequisite Coursework (6-9 hours)

MATH 1342 Statistics [TCCN: MATH 1342]

### 3-6 hours from:

ACCT 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
FINA 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
ACCT 2301 Principles of Financial Accounting [TCCN: ACCT 2301]  
and  
ACCT 2302 Principles of Managerial Accounting [TCCN: ACCT 2302]

### Upper Division (15 hours)

MARK 3311 Principles of Marketing  
MARK 3325 Retailing in the 21st Century  
MARK 3350 Consumer Behavior  
MARK 4380 Marketing Research  
Upper-division MARK Elective

## Leadership Minor

This is an 18 hour minor in leadership that will incorporate courses in critical thinking, leadership, and ethics from a variety of disciplines across the University. This will be an academic component of the Leadership Institute.

### The courses will include the following:

MANA 2300 Leadership  
MANA 3300 Critical and Analytical Thinking in Business  
BLAW 4340 Business and Professional Ethics  
MANA 3315 Organizational Behavior  
MANA 4385 Strategic Leadership  
MANA 4370 Special Topics in Management

## Leadership Certificate

This is a nine hour certificate that will incorporate courses in critical thinking, leadership and ethics from a variety of disciplines across the University. This will be an academic component of the Leadership Institute.

### The certificate program will include the following courses:

MANA 2300 Leadership  
MANA 3300 Critical and Analytical Thinking in Business  
BLAW 4340 Business and Professional Ethics

## Department of Human Resource Development

The Department of Human Resource Development prepares professionals for careers in business, industry, education, and government by offering the following degrees:

Bachelor of Science in Human Resource Development  
Master of Science in Human Resource Development  
Ph.D. in Human Resource Development

## Core Competencies

The University of Texas at Tyler has determined that to be an educated person, a student needs certain intellectual skills in order to participate effectively in society and in the workplace. The faculty of the Department of Human Resource Development has identified seven skill sets, or core competencies, that fulfill the university's definition of an educated person and simultaneously contribute to the core values of the Soules College of Business. These core competencies include:

1. Computer software, database, and internet search skills,
2. Oral and written communication skills
3. Team-based skills including leadership and conflict resolution abilities,
4. Critical thinking,
5. Ethical Issues in decision making and behavior,
6. Personal accountability for achievement,
7. Competence in basic technology principles.

## Human Resource Development B.S.

**Total Semester Credit Hours = 120**

### Objectives

Human Resource Development (HRD) is a process for developing and unleashing human expertise through organization development and personnel training and development for the purpose of improving performance. Careers in this field are available in business, nonprofit, educational, and governmental settings. The HRD program provides students the opportunity to combine study and related experiences to develop, apply, analyze, synthesize, and evaluate knowledge of the purposes, practices, issues, and problems of work and community education. Students also have the opportunity to learn how to design, deliver, and evaluate effective training and development programs.

### Degree Requirements

A minimum of 120 semester credit hours for the Bachelor of Science degree.

### University Core Curriculum (42 hrs.)

### Field of Study and Lower Division Electives (27 hrs.)

ACCT 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
FINA 3300 Accounting and Finance for Small Business and Entrepreneurs  
or  
ACCT 2301 Principles of Financial Accounting [TCCN: ACCT 2301]  
and  
ACCT 2302 Principles of Managerial Accounting [TCCN: ACCT 2302]  
MANA 1300 Introduction to Business [TCCN: BUSI 1301]  
TECH 2323 Introduction to Computer Applications  
or  
COSC 1307 Introduction to Information Systems Software [TCCN: BCIS 1305]  
Electives (15-18 hrs.)

### Departmental Core Curriculum (15 hrs.)

HRD 3333 Human Relations  
or

MANA 3311	Fundamentals of Management
TECH 3310	Total Quality Management
TECH 4372	Capstone Experience
HRD 4301	SUPERVISION
HRD 4320	Job Analysis and Design

**Upper-Division Major (27 hrs.)**

HRD 3306	Team Building
HRD 3301	Introduction to HRD and Performance Management Systems
HRD 3312	Training and Development
HRD 3342	Career Development and Human Resource Planning
MANA 4335	Labor Relations
HRD 4331	Workforce and Organizational Development
MANA 3320	Human Resource Management
	Electives (6 hrs.) upper division HRD or TECH

**Minor in Business Administration (9 hrs.)**

FINA 3315	Personal Finance
MARK 3311	Principles of Marketing

**One of the following:**

MANA 3305	Operations Management
MANA 3330	Management Information Systems
TECH 3355	Supply Chain Management

**A minimum grade-point average of 2.0 in upper-division courses in HRD and Technology.**

No grade below a "C" in the major will be accepted toward degree.

**Two additional lower-or upper-level hours should be selected from the CBT approved list.**

### Suggested Four-Year Curriculum Human Resource Development

**Freshman Year****First Semester (15 hrs.)**

ENGL 1301	College Composition I [TCCN: ENGL 1301]
HIST 1301	United States History I [TCCN: HIST 1301]
TECH 2323	Introduction to Computer Applications or
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
POLS 2305	Introductory American Government [TCCN: GOVT 2305]
MANA 1300	Introduction to Business [TCCN: BUSI 1301]

**Second Semester (15 hrs.)**

MATH 1342	Statistics [TCCN: MATH 1342]
HIST 1302	United States History II [TCCN: HIST 1302]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315] Creative Arts (Core, 3 hrs.) Life and Physical Sciences (Core, 3 hrs.)

**Sophomore Year****First Semester (15 hrs.)**

ACCT 3300	Accounting and Finance for Small Business and Entrepreneurs or
FINA 3300	Accounting and Finance for Small Business and Entrepreneurs or
ACCT 2301	Principles of Financial Accounting

	[TCCN: ACCT 2301] and Principles of Managerial Accounting [TCCN: ACCT 2302] Life and Physical Sciences (Core, 3 hrs.) Language, Philosophy and Culture (Core, 3 hrs.) Electives (3-6 hrs.)
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**Second Semester (15 hrs.)**

POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
HRD 3333	Human Relations or
MANA 3311	Fundamentals of Management
HRD 3301	Introduction to HRD and Performance Management Systems STEM 3 hours - see University Core for approved courses Human Expression (Core, 3 hrs.)

**Junior Year****First Semester (15 hrs.)**

TECH 3310	Total Quality Management
HRD 3312	Training and Development
HRD 3306	Team Building
MANA 4325	Compensation Administration Social and Behavioral Science (Core, 3 hrs.)

**Second Semester (15 hrs.)**

HRD 4301	SUPERVISION
HRD 4320	Job Analysis and Design
MANA 3320	Human Resource Management
MARK 3311	Principles of Marketing Elective (3 hrs.) - HRD or TECH

**Senior Year****First Semester (15 hrs.)**

HRD 4331	Workforce and Organizational Development
HRD 3342	Career Development and Human Resource Planning
FINA 3315	Personal Finance Electives (6 hrs.)

**Second Semester (15 hrs.)**

MANA 4335	Labor Relations
TECH 4372	Capstone Experience
MANA 3305	Operations Management or
MANA 3330	Management Information Systems or
TECH 3355	Supply Chain Management Electives (6 hrs.)

### Human Resource Development Minor

#### Degree Requirements

**The student must complete 18 upper-division semester hours as follows:**

HRD 3301	Introduction to HRD and Performance Management Systems
HRD 3312	Training and Development
HRD 3333	Human Relations or
MANA 3311	Fundamentals of Management
<b>Two courses (6 semester hours) from the following:</b>	
HRD 3342	Career Development and Human Resource Planning
MANA 4335	Labor Relations

## School of Technology

The School of Technology prepares students to become leaders and innovators in Information Technology and Industrial Technology within industry, business, education, and government and consists of the Department of Computer Science and the Department of Technology.

## Department of Computer Science

The Department of Computer Science offers the Bachelor of Science in Computer Science, the Bachelor of Science in Information Technology, the Bachelor of Science in Computer Information Systems, and supports secondary teacher certification in computer science.

The degree programs prepare students for work in a wide variety of computing environments. The Bachelor of Science in Computer Science, the Bachelor of Science in Information Technology, and Bachelor of Science in Computer Information Systems curricula incorporate exposure to the design and implementation of reliable and secure computer systems, computer programming, development of logical reasoning, utilization of problem-solving, and encouragement of the creative process via design projects and independent research. In addition, the Bachelor of Science in Computer Information Systems provides students with the Business Core required of all students getting a Business degree while the Bachelor of Science in Information Technology allows students to customize their degree plan with a wide array of concentration possibilities.

### Mission Statement

The Department of Computer Science provides students with a strong foundation in the theory, practice, development, and application of computing technologies. Our undergraduate and graduate programs provide the knowledge and skills for students to become successful professionals, leaders and innovators. The department's core values include a balance between teaching and research, a commitment to the extension of knowledge, and outreach to our stakeholders in East Texas and beyond.

## Computer Information Systems B.S.

### Total Semester Credit Hours = 120

The Computer Information Systems Program prepares students for positions as systems analysts, data analysts, database administrators, network designers and administrators, information security analysts, software developers, programmers and various technical positions. Individuals with CIS degrees can be found in virtually every type of organization globally.

### Program Educational Objectives

Educational objectives of the computer information systems program are the knowledge, skills, and experiences that enable graduates to:

1. investigate and analyze business problems, providing reliable and secure computerized solutions;
2. grow professionally through activities such as graduate study, continuing education, professional certifications, and participation in professional organizations;

3. think critically and creatively, communicate clearly, work effectively with others, and develop leadership skills;
4. demonstrate an understanding of social and ethical issues in the computer profession; and
5. understand the organizational impact of computer-based information systems.

### Student Outcomes

Computer Information Systems students at the time of graduation are expected to attain:

1. an ability to apply knowledge of business and computing appropriate to the discipline;
2. an ability to analyze a problem, and identify and define the computing requirements appropriate to its solution;
3. an ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs;
4. an ability to function effectively on teams to accomplish a common goal;
5. an understanding of professional, ethical, legal, security and social issues and responsibilities;
6. an ability to communicate effectively with a range of audiences;
7. an ability to analyze the local and global impact of computing on individuals, organizations, and society;
8. a recognition of the need for an ability to engage in continuing professional development;
9. an ability to use current techniques, skills, and tools necessary for computing practice; and
10. an understanding of processes that support the delivery and management of information systems within a specific application environment.

### Graduation Requirements

Upon a student's admission to the Computer Information Systems major, they will be assigned an academic advisor to work with the student in planning a program to complete the degree requirements. Students are encouraged to meet with their academic advisor throughout the semester and are required to meet with their advisor prior to registering for the next semester. Students must complete the University Core, the Pre-Business Core, and the Business Core for graduation.

### Suggested University Core for B.S. Computer Information Systems - 42 Credit Hours

#### Core Category

Communication	6 hrs.	ENGL 1301 and SPCM 1315
Language, Philosophy & Culture	3 hrs.	ENGL 2310, ENGL 2322, ENGL 2323, ENGL 2350, ENGL 2362, ENGL 2363
Human Expression	3 hrs.	ENGL 1302, HNRS 2351, MCOM 2307 or SPCM 1311 recommended
Social Sciences	3 hrs.	ECON 2301 or 2302 recommended
Creative Arts	3 hrs.	ART 1301, ART 1306, ART 2303, ART 2304, HNRS 2352, MUSI 1301, MUSI 1306, MUSI 2301, MUSI 2308
History	6 hrs.	HIST 1301, HIST 1302

Political Science	6 hrs.	POLS 2305, POLS 2306
Life & Physical Science	6 hrs.	Life & Physical Science
Math	3 hrs.	MATH 1342 required for Business
STEM	3 hrs.	MATH 1343 required for Business

**Pre-Business Core - 15 Credit Hours**

All Pre-Business Core Courses require a "C" or better.

Introduction to Business	3 hrs.	MANA 1300
Business Math	6 hrs.	MATH 1342 and MATH 1343
Accounting	6 hrs.	ACCT 2301 and ACCT 2302
Economics	6 hrs.	ECON 2301 and ECON 2302
Computer Apps.	3 hrs.	COSC 1307
Speech	3 hrs.	SPCM 1315

Total Credit Hours – 27 Hrs.

\* 12 Credit Hours are counted in the University Core

**Common Business Core - 30 Credit Hours**

All Business Core Courses require a "C" or better

MANA 3311	Fundamentals of Management
BLAW 3301	Business Law and Social Responsibility
MANA 3370	Business Writing and Oral Presentations
MANA 3312	International Business
MARK 3311	Principles of Marketing
MANA 3300	Critical and Analytical Thinking in Business
MANA 3305	Operations Management
FINA 3311	Principles of Finance
COSC 3333	Management Information Systems
MANA 4395	Strategic Management

**Degree Requirements**

To graduate with a degree in Computer Information Systems, the student must meet the following specific requirements in addition to the general baccalaureate degree requirements:

**Upper-Division Courses**

Thirty-three semester hours of upper-division computer science, with at least 15 hours completed at UT Tyler. These include 24 required courses below and 9 hours of Upper Division COSC electives.

**Grade Requirement**

Grade of "C" or better in all COSC courses and courses listed below.

**Computer Science Required Courses - 24 Credit Hours**

COSC 1315	Programming Fundamentals For Non-CS Majors
COSC 1337	Object Oriented Paradigm
COSC 3375	Analysis and Logical Design
COSC 3385	Database Design
COSC 4325	Data Communications and Computer

	Networks
COSC 4347	Business Intelligence and Analysis
COSC 4362	Retail Cyber Security
COSC 4375	Information Systems Design Project

**Suggested Four-Year Curriculum for Computer Information Systems****Freshman Year****First Semester (15 hrs.)**

COSC 1315	Programming Fundamentals For Non-CS Majors
COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
MATH 1342	Statistics [TCCN: MATH 1342]
ENGL 1301	College Composition I [TCCN: ENGL 1301]
HIST 1301	United States History I [TCCN: HIST 1301]

**Second Semester (15 hrs.)**

COSC 1337	Object Oriented Paradigm
MANA 1300	Introduction to Business [TCCN: BUSI 1301]
MATH 1343	Statistics II
ENGL 1302	College Composition II [TCCN: ENGL 1302]
HIST 1302	United States History II [TCCN: HIST 1302]

**Sophomore Year****First Semester (15 hrs.)**

ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
COSC 3333	Management Information Systems
	Life and Physical Sciences (3 hrs.)

**Second Semester (15 hrs.)**

ACCT 2302	Principles of Managerial Accounting [TCCN: ACCT 2302]
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]
COSC 3385	Database Design
MANA 3300	Critical and Analytical Thinking in Business
	Life and Physical Sciences (3 hrs.)

**Junior Year****First Semester (15 hrs.)**

BLAW 3301	Business Law and Social Responsibility
COSC 4325	Data Communications and Computer Networks
FINA 3311	Principles of Finance
COSC 3375	Analysis and Logical Design
	Upper division elective (3 hours)

**Second Semester (15 hrs.)**

MANA 3370	Business Writing and Oral Presentations
MARK 3311	Principles of Marketing
MANA 3305	Operations Management
MANA 3311	Fundamentals of Management
	Upper division elective (3 hours)

**Senior Year****First Semester (15 hrs.)**

MANA 3312	International Business
POLS 2305	Introductory American Government [TCCN: GOVT 2305]

COSC 4362 Retail Cyber Security  
 COSC 4347 Business Intelligence and Analysis  
 Upper division elective (3 hours)

### Second Semester (15 hrs.)

COSC 4375 Information Systems Design Project  
 MANA 4395 Strategic Management  
 POLS 2306 Introductory Texas Politics [TCCN:  
 GOVT 2306]

Language, Philosophy, & Culture (3 hrs.)  
 Creative Arts Elective (3 hrs.)

## Computer Science B.S.

### Program Educational Objectives

Educational objectives of the computer science program are the knowledge, skills and experiences that enable graduates to:

1. model, simulate, and solve computational problems using appropriate theoretical and experimental methods, producing reliable and secure systems;
2. think critically and creatively, communicate clearly, work effectively with others, and develop leadership skills;
3. integrate computational principles with social, business, and ethical issues in modern society in the process of decision making;
4. be professionally engaged in serving the needs of business, industry, government, and academic organizations; and
5. grow professionally through activities such as graduate study, continuing education, professional certifications, and participation in professional organizations.

### Student Outcomes

Computer Science students at the time of graduation are expected to have:

1. an ability to apply knowledge of computing and mathematics appropriate to the discipline;
2. an ability to identify and analyze a problem, and identify and define the computing requirements appropriate to its solution;
3. an ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs;
4. an ability to function effectively on teams to accomplish common goals;
5. an understanding of professional, ethical, legal, security and social issues and responsibilities;
6. an ability to communicate effectively with a range of audiences;
7. an ability to analyze the local and global impact of computing on individuals, organizations, and society;
8. recognition of the need for and an ability to engage in continuing professional development;
9. an ability to use current techniques, skills, and tools necessary for computing practice;
10. an ability to apply mathematics foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices; and
11. an ability to apply design and development principles in the construction of software systems of varying complexity.

### Graduation Requirements

Upon a student's admission to the Computer Science major, a faculty member will serve as the student's academic advisor to work with the

student in planning a program to complete the degree requirements. Students are encouraged to meet with their academic advisor throughout the semester and are required to meet with their advisor prior to registering for the next semester.

Before enrolling in upper-division (junior and senior level) courses, students must have earned a grade of "C" or better in each of the following:

COSC 1336 Programming Fundamentals	3 semester hours
COSC 1337 Object-Oriented Programming	3 semester hours
COSC 2336 Data Structures and Algorithms	3 semester hours
COSC 2315 Computer Organization (TCCN: COSC 2325)	3 semester hours
MATH 2413 Calculus I	3 semester hours
MATH 2414 Calculus II	3 semester hours
University Physics/Chem/Biol I and II	8 semester hours

Preparation should be started for upper-division work in supporting areas such as business, mathematics, engineering, or physical science.

### Degree Requirements

To graduate with a degree in Computer Science, the student must meet the following specific requirements in addition to the general baccalaureate degree requirements:

#### Grade Point Average

A 2.0 grade point average in all upper-division computer science courses attempted and a grade of "C" or better in all courses listed below.

#### Upper-Division Courses

Thirty-three semester hours of upper-division computer science courses, with at least 18 hours completed at UT Tyler.

#### Specified Support Courses

Thirty-four semester hours of specified support courses:

MATH 2413	Calculus I [TCCN: MATH 2413]
MATH 2414	Calculus II [TCCN: MATH 2414]
MATH 2330	Discrete Structures
MATH 3351	Probability and Statistics for Engineers and Scientists
MATH 3203	Matrix Methods in Science and Engineering
MANA 3370	Business Writing and Oral Presentations

One of the following sequence of science courses:

1. PHYS 2325: University Physics I, PHYS 2125: University Physics I Lab, PHYS 2326: University Physics II, PHYS 2126: University Physics II Lab
2. CHEM 1311: General Chemistry I, CHEM 1111: General Chemistry I Lab, CHEM 1312: General Chemistry II, CHEM 1112: General Chemistry II Lab



3. BIOL 1306: General Biology I, BIOL 1106: General Biology I Lab, BIOL 1307: General Biology II, BIOL 1107: General Biology II Lab

Three-hour approved elective in science or mathematics.

Additional four-hour physical science and lab elective.

### Computer Science Courses

1. Forty-eight hours of computer science courses.

2. Twelve semester hours of approved upper division COSC.

COSC 1336	Programming Fundamentals
COSC 1337	Object Oriented Paradigm
COSC 2315	Computer Organization [TCCN: COSC 2325]
COSC 2336	Data Structures and Algorithms [TCCN: COSC 2336]
COSC 3315	Social and Professional Issues in Computing
COSC 3325	Algorithm Analysis and Foundations
COSC 3345	Computer Architecture
COSC 3355	Operating Systems
COSC 4315	Information and Knowledge Management
COSC 4336	Software Development
COSC 4360	Net-Centric Computing
COSC 4385	Database Management Concepts
COSC 4395	Capstone Project

### Approved Electives

Five hours of approved electives in supporting disciplines. Three hours must be upper-division.

## Bachelor of Science in Computer Science Requirements

### Total Semester Credit Hours = 120

#### Freshman Year

##### First Semester (13 hrs.)

COSC 1336	Programming Fundamentals
HIST 1301	United States History I [TCCN: HIST 1301]
MATH 2413	Calculus I [TCCN: MATH 2413]
ENGL 1301	College Composition I [TCCN: ENGL 1301]

##### Second Semester (16 hrs.)

COSC 1337	Object Oriented Paradigm
MATH 2414	Calculus II [TCCN: MATH 2414]
ENGL 1302	College Composition II [TCCN: ENGL 1302]
MATH 2330	Discrete Structures
HIST 1302	United States History II [TCCN: HIST 1302]

#### Sophomore Year

##### First Semester (15 hrs.)

COSC 2336	Data Structures and Algorithms [TCCN: COSC 2336]
MATH 3203	Matrix Methods in Science and Engineering
POLS 2305	Introductory American Government [TCCN: GOVT 2305] Creative Arts (Core, 3 hrs.) University Physics/Chemistry/Biology (3 hrs.) University Physics/Chemistry/Biology Lab (1 hr.)

##### Second Semester (16 hrs.)

COSC 2315	Computer Organization [TCCN: COSC 2325]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306] Language, Philosophy and Culture (Core, 3 hrs.) University Physics/Chemistry/Biology (3 hrs.) University Physics/Chemistry/Biology Lab (1 hr.)

Note: for Language, Philosophy & Culture, PHIL 2306 Introduction to Ethics preferred

#### Junior Year

##### First Semester (15 hrs.)

COSC 3325	Algorithm Analysis and Foundations
COSC 3345	Computer Architecture
MANA 3370	Business Writing and Oral Presentations
MATH 3351	Probability and Statistics for Engineers and Scientists Social and Behavioral Science (Core, 3 hrs.)

NOTE: for Social and Behavioral Sciences, ECON 2301 or ECON 2302 preferred

##### Second Semester (16 hrs.)

COSC 3355	Operating Systems
COSC 4315	Information and Knowledge Management
COSC 4385	Database Management Concepts
COSC 3315	Social and Professional Issues in Computing Physical Science Elective III (3 hrs.) Physical Science Elective III Lab (1hr.)

#### Senior Year

##### First Semester (15 hrs.)

COSC 4360	Net-Centric Computing
COSC 4336	Software Development COSC Upper Division Electives (6 hrs.) Approved Math/Science Elective (3 hrs.)

##### Second Semester (14 hrs.)

COSC 4395	Capstone Project Approved Upper Division Elective 3 hrs COSC Upper Division Electives (6 hrs.) Approved Lower/Upper-Division Elective (2 hrs.)
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## Computer Science as a Minor

A student may choose Computer Science as a minor to satisfy bachelor degree programs with majors in other fields. This program requires a total of 18 semester hours of Computer Science.

### Required Courses (18 hrs.)

COSC 1336	Programming Fundamentals
COSC 1337	Object Oriented Paradigm
COSC 2336	Data Structures and Algorithms [TCCN: COSC 2336]
COSC 2315	Computer Organization [TCCN: COSC 2325] Six additional hours of upper-division COSC courses

## Information Technology B.S.

**Total Semester Credit Hours = 120**

The Information Technology Program prepares students for a wide array of career possibilities. The program provides students with computer skills while offering more flexibility and fewer math requirements. Along with a challenging core set of IT courses, it allows students to select from a broad array of concentrations including Cybersecurity, Data Analytics, Computer Architecture, Programming, Data Management, and Entrepreneurship. The flexibility of the program allows students to tailor their education to their prospective individual needs. Individuals with the IT degree will fit in virtually every type of organization globally.

**Student Objectives**

Information Technology students at the time of graduation are expected to attain:

1. an ability to solve IT problems;
2. an ability to analyze a IT problem and a set of possible solutions.
3. an ability to function effectively on teams to accomplish a common goal;
4. an understanding of professional, ethical, legal, security and social issues involved in Cyberspace;
5. an ability to communicate effectively with a range of audiences;
6. a recognition of the need for continued education in the broad range of IT career fields;
7. an understanding of the global reach of IT;
8. an in depth set of “hands-on” IT opportunities;
9. an ability to use current techniques, skills, and tools necessary for computing practice; and
10. multiple specializations from a flexible set of IT course concentrations.

**Graduation Requirements**

Total Credit Hours Required – 120

**Suggested University Core for BS in Information Technology (42 Credit Hours)****Communication (6 hours)**

The following two courses are recommended:

ENGL 1301 College Composition [TCCN: ENGL 1301]

SPCM 1315 Fundamentals of Speech Communication [TCCN: SPCH 1315]

**Mathematics (3 hours)**

Select Courses from the approved University Core Curriculum list based on Track Options

**Life and Physical Sciences (6 hours)**

Select Courses from the approved University Core Curriculum list.

**Language Philosophy and Culture (3 hours)**

Select Courses from the approved University Core Curriculum list.

**Creative Arts (3 hours)**

Select Courses from the approved University Core Curriculum list.

**Human Expression (3 hours)**

The following course is recommended:

ENGL 1302 College Composition II [TCCN: ENGL 1302]

**American History (6 hours)**

HIST 1301 United States History I [TCCN: HIST 1301]

HIST 1302 United States History II [TCCN: HIST 1302]

**Government/Political Science (6 hours)**

POLS 2305 Introductory American Government [TCCN: GOVT 2305]

POLS 2306 Introductory Texas Politics [TCCN: GOVT 2306]

**Social and Behavioral Sciences (3 hours)**

Select Courses from the approved University Core Curriculum list.

**STEM (3 hours)**

Select Courses from the approved University Core Curriculum list based on Track Options.

**Information Technology Upper/Lower Electives (18 Credit Hours)**

All courses must be approved by the University of Texas at Tyler.

**Information Technology Major Courses (30 Credit Hours)**

All IT courses require a "C" or better.

**Required Core Classes**

COSC 1307 Introduction to Information Systems Software [TCCN: BCIS 1305]

COSC 1315 Programming Fundamentals For Non-CS Majors

COSC 1337 Object Oriented Paradigm  
COSC 2315 Computer Organization [TCCN: COSC 2325]

COSC 3315 Social and Professional Issues in Computing

COSC 3385 Database Design  
MANA 3370 Business Writing and Oral Presentations

COSC 4362 Retail Cyber Security

COSC 4325 Data Communications and Computer Networks

CSCI 4385 Information Technology Capstone

**Information Technology Prescribed Electives (30 Credit Hours)**

All IT Courses require a “C” or better.

Students must take a total of 30 prescribed elective hours. In addition, students must complete at least two tracks and each track must contain at least 9 credit hours. It is possible to take three tracks. The following are available tracks for the new degree:

**Track Option #1 Cybersecurity**

COSC 4361 Retail Cyber Security Management

COSC 4363 Contingency Planning

COSC 4364 COSC Cyber Risk Analysis

COSC 4367 Cryptography

COSC 4388 Digital Forensics

**Track Option #2 Data Analytics**

COSC 4347 Business Intelligence and Analysis

COSC 4342 Sports Data Analytics

MARK 4340 Consumer Insights

MARK 3311 Principles of Marketing

The Data Analytics Track requires MATH 1342 and MATH 1343 and may come out of lower division electives. MARK 3311 is required in this track and is a prerequisite to the other courses.

**Track Option #3 Computer Architecture**

COSC 2336 Data Structures and Algorithms [TCCN: COSC 2336]

COSC 3345 Computer Architecture

COSC 3355	Operating Systems
COSC 4360	Net-Centric Computing

The Architecture Track requires MATH 2413 and COSC 2336 and may come out of lower division electives.

#### Track Option #4 Programming

COSC 3325	Algorithm Analysis and Foundations
COSC 4336	Software Development
COSC 4315	Information and Knowledge Management
COSC 3365	Programming with Data, File and Object Structures
COSC 4356	Computer Vision
COSC 4345	Computer Graphics

The Programming track requires MATH 2413, MATH 2330, and COSC 2336 and may come out of lower division electives.

#### Track Option #5 Data Management

COSC 2336	Data Structures and Algorithms [TCCN: COSC 2336]
COSC 4385	Database Management Concepts
COSC 4352	Data Mining
COSC 4373	Advanced Database Management Concepts

The Data Management track requires MATH 2413 and COSC 2336 and may come out of lower division electives.

#### Track Option #6 Entrepreneurship

MANA 3311	Fundamentals of Management
MANA 3325	Entrepreneurship
MANA 4320	New Venture Planning

### Suggested Four-Year Curriculum for Information Technology

#### Freshman Year

##### First Semester (15 hrs.)

COSC 1307	Introduction to Information Systems Software [TCCN: BCIS 1305]
COSC 1315	Programming Fundamentals For Non-CS Majors
ENGL 1301	College Composition I [TCCN: ENGL 1301]
HIST 1301	United States History I [TCCN: HIST 1301] Mathematics (Core, 3 hrs.)

##### Second Semester (15 hrs.)

COSC 1337	Object Oriented Paradigm
ENGL 1302	College Composition II [TCCN: ENGL 1302]
HIST 1302	United States History II [TCCN: HIST 1302]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315] Social and Behavioral Science (Core, 3 hrs.)

NOTE: for Social and Behavioral Sciences, ECON 2301 or ECON 2302 preferred

#### Sophomore Year

##### First Semester (15 hrs.)

COSC 2315	Computer Organization [TCCN: COSC 2325]
POLS 2305	Introductory American Government [TCCN: GOVT 2305] Language, Philosophy and Culture (Core, 3 hrs.) Creative Arts (Core, 3 hrs.)

Life and Physical Sciences (Core, 3 hrs.)

##### Second Semester (15 hrs.)

COSC 3385	Database Design
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306] STEM (Core, 3 hrs.) Life and Physical Sciences (Core, 3 hrs.) COSC Prescribed Track Elective

#### Junior Year

##### First Semester (15 hrs.)

MANA 3370	Business Writing and Oral Presentations
COSC 4325	Data Communications and Computer Networks COSC Prescribed Track Elective COSC Prescribed Track Elective COSC Prescribed Track Elective

##### Second Semester (15 hrs.)

COSC 3315	Social and Professional Issues in Computing COSC Prescribed Track Elective COSC Prescribed Track Elective Approved Lower/Upper-Division Elective (3 hrs.) Approved Lower/Upper-Division Elective (3 hrs.)
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#### Senior Year

##### First Semester (15 hrs.)

COSC 4362	Retail Cyber Security
CSCI 4385	Information Technology Capstone COSC Prescribed Track Elective COSC Prescribed Track Elective Approved Lower/Upper-Division Elective (3 hrs.)

##### Second Semester (15 hrs.)

COSC Prescribed Track Elective COSC Prescribed Track Elective Approved Lower/Upper-Division Elective (3 hrs.) Approved Lower/Upper-Division Elective (3 hrs.) Approved Lower/Upper-Division Elective (3 hrs.)
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### Cooperative Computer Science Education Program

The Computer Science cooperative (co-op) program is offered as an educational enhancement to the Bachelor of Science degree in Computer Science and the Bachelor of Science degree in Computer Information Systems. To complete the computer science co-op program, a student works full-time in an approved computing or information technology environment for three semesters, before the student's senior year. Students may fulfill their three semester requirement by working during three 12 week summer semesters.

To participate in the computer science co-op program, a student must have completed at least one semester at UT Tyler with a cumulative GPA of at least 2.5 on all course work completed at UT Tyler; and the student must have completed COSC 1336 and COSC 1337 (or their equivalents) with a grade of "C" or better. Students must maintain a 2.5 GPA to continue their participation in the co-op program. The student, an assigned computer science faculty member, and an official representative of the host company will develop a written plan of activities that constitute the goals for each semester of

the co-op. The student, in cooperation with an official representative of the host company, will provide periodic reports to the assigned computer science faculty member to demonstrate satisfactory progress toward the goals of the written plan. A summary report/performance evaluation of the work of the student at the end of the semester is also required.

During the student's co-op semesters he/she will be considered a full-time student at UT Tyler and will register for the appropriate one semester hour co-op course selected from COSC 3191, COSC 3192, or COSC 3193.

Students may apply to participate in the computer science co-op program by submitting a co-op application form to the chair of the department at least six weeks prior to the semester in which the student plans to start the co-op.

## Teacher Certification

Candidates for secondary teaching certification (grades 8-12) should pursue a major in computer science and should consult with an advisor in the School of Education, College of Education and Psychology. In addition to the required professional education course sequence, requirements for secondary certification in computer science are outlined below:

A candidate for certification must:

- A. Complete a minimum of 12 upper-division semester hours of computer science at UT Tyler.
- B. Have a minimum grade point average of 2.0 in all upper-division computer science courses attempted and a grade of "C" or better in each of the computer science or math courses listed below.
  1. Non-degreed, non-certified students should complete requirements for the Bachelor of Science degree in Computer Science including: COSC 4340 Comparative Study of Programming Languages
  2. Students who have already completed a baccalaureate degree, hold a secondary teaching certificate in another academic field, and/or seek a second teaching field should minimally complete the following courses or their equivalents:
    - COSC 1336: Programming Fundamentals
    - COSC 1337: The Object-Oriented Paradigm
    - COSC 2315: Computer Organization
    - COSC 2336: Data Structures and Algorithms [ TCCN: COSC 2336]
    - COSC 3215: Social and Professional Issues in Computing
    - COSC 3325: Algorithm Design and Analysis
    - COSC 3345: Computer Architecture
    - COSC 4340: Comparative Study of Programming Languages
    - MATH 2330: Discrete Structures

## Department of Technology

The Bachelor of Science in Industrial Technology is accredited by the Association of Technology, Management, and Applied Engineering (ATMAE). ATMAE accreditation ensures that the institution has met a series of standards to provide industry, business, education, and

government with highly competent employees and assures the graduate of an ATMAE-accredited program that they are receiving a marketable degree through relevant curricula by offering the following degrees:

Bachelor of Science in Industrial Technology

Master of Science in Industrial Management

## Core Competencies

The University of Texas at Tyler has determined that to be an educated person, a student needs certain intellectual skills in order to participate effectively in society and in the workplace. The faculty of the Department of Technology has identified seven skill sets, or core competencies, that fulfill the university's definition of an educated person and simultaneously contribute to the core values of the Soules College of Business. These core competencies include:

1. Computer software, database, and internet search skills,
2. Oral and written communication skills
3. Team-based skills including leadership and conflict resolution abilities,
4. Critical thinking,
5. Ethical Issues in decision making and behavior,
6. Personal accountability for achievement,
7. Competence in basic technology principles.

## Industrial Technology Bachelor of Science

### Total Semester Credit Hours=120

Industrial Technology is a field of study designed to prepare technical and/or technical management-oriented professionals for gainful employment in business, industry, education, or government. Graduates in Industrial Technology will be involved with the application of theories and concepts found in science, mathematics, and the humanities. A strong emphasis is placed on communication and the application of computer and technical skills.

## Program Outcomes

Industrial Technology students at the time of graduation are expected to be able to:

1. identify the proper manufacturing processes used to fabricate a specific part;
2. understand and use technical software, data sources, and tools such as CAD, CAM, and CNC;
3. demonstrate a thorough knowledge of current management and supervisory practices;
4. prepare well-organized and mechanically correct documents in order to plan production;
5. implement automation in industrial settings, and;
6. understand the properties and processing methods for industrial plastics.

## Degree Requirements

Requirements for the Industrial Technology degree include the following:

**University Core Curriculum (42 hrs.)**

**Professional Core Curriculum (12 hrs.)**

TECH 3310 Total Quality Management

TECH 3331 Project Management  
 TECH 3355 Supply Chain Management  
 TECH 4372 Capstone Experience  
 or  
 TECH 4370 Internship in Technology

**Technology Core Curriculum (39 hrs.)**

TECH 1303 Engineering Graphics  
 TECH 1320 Industrial Materials  
 TECH 2311 Electrical and Fluid Systems  
 TECH 2319 Programmable Logic Controllers  
 TECH 2323 Introduction to Computer Applications  
 or  
 COSC 1307 Introduction to Information Systems  
 Software [TCCN: BCIS 1305]  
 TECH 3311 Manufacturing Processes  
 TECH 3324 Plant Layout and Facilities Planning  
 TECH 3333 Polymer Processing  
 TECH 3344 Industrial Safety  
 TECH 4317 Computer Integrated Manufacturing  
 TECH 4323 Lean Production  
 TECH 4343 Advanced Manufacturing Processes  
 Elective - any upper level Technology course

**Required Business Administration Minor (15-18 hrs.)**

MANA 3305 Operations Management  
 MARK 3311 Principles of Marketing  
 ACCT 3300 Accounting and Finance for Small  
 Business and Entrepreneurs  
 or  
 FINA 3300 Accounting and Finance for Small  
 Business and Entrepreneurs  
 or  
 ACCT 2301 Principles of Financial Accounting  
 [TCCN: ACCT 2301]  
 and  
 ACCT 2302 Principles of Managerial Accounting  
 [TCCN: ACCT 2302]  
 FINA 3315 Personal Finance  
 Elective - any upper level Business course

**Lower or Upper Level Electives (9-15 hrs.)****Suggested Four-Year Curriculum for Industrial Technology****Freshman Year****First Semester (15 hrs.)**

ENGL 1301 College Composition I [TCCN: ENGL  
 1301]  
 HIST 1301 United States History I [TCCN: HIST  
 1301]  
 TECH 1320 Industrial Materials  
 Life and Physical Sciences (Core, 3 hrs.)  
 Creative Arts (Core, 3 hrs.)

**Second Semester (15 hrs.)**

SPCM 1315 Fundamentals of Speech Communication  
 [TCCN: SPCH 1315]  
 HIST 1302 United States History II [TCCN: HIST  
 1302]  
 TECH 2323 Introduction to Computer Applications  
 or  
 COSC 1307 Introduction to Information Systems  
 Software [TCCN: BCIS 1305]  
 Human Expression (Core, 3 hrs.)  
 Life and Physical Sciences (Core, 3 hrs.)

**Sophomore Year****First Semester (15 hrs.)**

POLS 2305 Introductory American Government

[TCCN: GOVT 2305]  
 MATH 1342 Statistics [TCCN: MATH 1342]  
 TECH 2311 Electrical and Fluid Systems  
 Language, Philosophy and Culture (Core,  
 3 hrs.)  
 Social and Behavioral Science (Core, 3  
 hrs.)

**Economics recommended**

ECON 1301 Introduction to Economics [TCCN:  
 ECON 1301]  
 or  
 ECON 2301 Principles of Macroeconomics [TCCN:  
 ECON 2301]  
 or  
 ECON 2302 Principles of Microeconomics [TCCN:  
 ECON 2302]

**Second Semester (15 hrs.)**

TECH 1303 Engineering Graphics  
 POLS 2306 Introductory Texas Politics [TCCN:  
 GOVT 2306]  
 TECH 2319 Programmable Logic Controllers  
 STEM 3 hours - see University Core for  
 approved courses  
 Elective (3 hrs.) - Upper or lower level

**Junior Year****First Semester (15 hrs.)**

FINA 3315 Personal Finance  
 ACCT 3300 Accounting and Finance for Small  
 Business and Entrepreneurs  
 or  
 FINA 3300 Accounting and Finance for Small  
 Business and Entrepreneurs  
 or  
 ACCT 2301 Principles of Financial Accounting  
 [TCCN: ACCT 2301]  
 and  
 ACCT 2302 Principles of Managerial Accounting  
 [TCCN: ACCT 2302]  
 TECH 3333 Polymer Processing  
 TECH 3355 Supply Chain Management  
 TECH 3311 Manufacturing Processes

**Second Semester (15 hrs.)**

TECH 3324 Plant Layout and Facilities Planning  
 TECH 3344 Industrial Safety  
 MARK 3311 Principles of Marketing  
 TECH 3310 Total Quality Management  
 Elective (3 hrs.) - Upper-level business  
 elective for Minor in BA

**Senior Year****First Semester (15 hrs.)**

MANA 3305 Operations Management  
 TECH 4317 Computer Integrated Manufacturing  
 TECH 3311 Manufacturing Processes  
 TECH 3331 Project Management  
 Elective (3 hrs.) - Upper or lower level

**Second Semester (15 hrs.)**

TECH 4323 Lean Production  
 TECH 4343 Advanced Manufacturing Processes  
 TECH 4372 Capstone Experience  
 or  
 TECH 4370 Internship in Technology  
 Elective - any upper level Technology  
 course  
 Elective (3 hrs.) - Upper or lower level

**Manufacturing Management Minor**

A minor in Manufacturing Management is not available to students pursuing a Bachelor of Science in Industrial Technology.

### Degree Requirements

**The student must complete the following 21 upper-division hours:**

MANA 3311	Fundamentals of Management
MANA 3305	Operations Management
TECH 3310	Total Quality Management
TECH 3311	Manufacturing Processes
TECH 3355	Supply Chain Management
TECH 4323	Lean Production
TECH 4343	Advanced Manufacturing Processes

TECH 3343: Advanced Technologies for Surveyors  
 TECH 4341: Legal Principles in Surveying & Mapping  
 TECH 4342: Applied Geodesy

## Industrial Technology Minor

### Degree Requirements

**The student must complete the following courses to earn a Minor in Industrial Technology:**

MANA 3305	Operations Management
TECH 3311	Manufacturing Processes
TECH 3333	Polymer Processing
TECH 4317	Computer Integrated Manufacturing
TECH 4323	Lean Production
TECH 4343	Advanced Manufacturing Processes

## Surveying and Mapping Emphasis

The Surveying and Mapping emphasis is for industrial technology majors who want to become Registered Professional Land Surveyors (RPLS). A four year degree with an emphasis in surveying allows student to take the state RPLS exam without two years of experience under an RPLS. The surveying and mapping program is an articulated program with Tyler Junior College (TJC). A block of 30-41 hours' worth of surveying and mapping course work is transferred from TJC for the Program Core Curriculum.

### Requirements

Requirements for the B.S. in Industrial Technology with an emphasis in Surveying & Mapping degree include the following:  
 (See the Industrial Technology requirements section of the catalog and consult an advisor for complete program information)

### **Program Core Curriculum transferred from Tyler Junior College (30-41 hrs.)**

SRVY 1335: Land Surveying Applications  
 SRVY 1341: Land Surveying  
 SRVY 2305: GIS Applications  
 SRVY 2309: Computer-Aided Mapping  
 SRVY 2331: Geodetic Surveying and Mapping  
 SRVY 2335: Geodetic Applications  
 SRVY 2339: Engineering Design Surveying  
 SRVY 2341: Engineering Design Surveying Lab  
 SRVY 2343: Surveying – Legal Principles I  
 SRVY 2344: Surveying – Legal Principles II  
 Lower Level Electives (9 hrs.)

### **Upper Level Surveying Coursework (12 hrs.)**

TECH 3341: Public Domain – Texas  
 TECH 3342: Applications of Photogrammetry

# COLLEGE OF EDUCATION AND PSYCHOLOGY

**Dr. Ross Sherman, Dean**

## Mission

The mission of the College of Education and Psychology is to provide a positive environment that fosters the acquisition of knowledge and skills. The mission is individually and collectively realized through a community of scholars that contributes to knowledge through scholarly inquiry; organizes knowledge for application, understanding and communication; and provides leadership and service. Additionally, the College is committed to affirming and promoting global perspectives, cultural diversity, social justice, ethical practice and respect for individual differences as a means of enhancing learning, service, leadership and scholarship.

## Goals

- Provide students with an outstanding academic preparation through the University Core Curriculum and their academic major.
- Prepare graduates for careers in the professional fields of elementary, middle, and secondary school teaching.
- Prepare graduates for professional careers in psychology and related fields.
- Prepare graduates with strong academic and professional foundations for further graduate and professional study.
- Provide graduates a total academic experience that enhances their lives and positively impacts humankind.

The College of Education and Psychology houses the School of Education, the Department of Psychology and Counseling, the Ingenuity Center, the K- 16 Literacy Center, the Memory Assessment and Research Center (MARC) and the East Texas Center for School-Based Research & Instruction. The college offers courses and experiences that fulfill requirements for baccalaureate degrees and teaching certificates in a variety of disciplines.

The School of Education coordinates a Bachelor of Science degree program with a major in Interdisciplinary Studies that fulfills academic requirements for teacher certification in early childhood through grade 6 and grades 4-8. The School of Education also offers coursework leading to secondary and all-level teacher certification.

The Department of Psychology and Counseling offers a Bachelor of Arts degree and a Bachelor of Science degree with a major in psychology.

The Ingenuity Center is a component of the Texas Science, Technology, Engineering and Mathematics Initiative designed to build on national, state and local efforts to improve science, technology, engineering, and mathematics achievement among Texas students. The Ingenuity Center focuses on increasing the number of students who study and enter science, technology, engineering, and math career pipeline by providing programs to teachers and students.

The core mission of the K – 16 Literacy Center is to engage in literacy research, teaching, and service activities aimed at improving literacy achievement outcomes within the university, local area schools, and community organizations.

The Memory Assessment and Research Center (MARC) serves as a training and research facility for psychology and counseling students studying memory loss due to aging, dementia and other neuropsychological illnesses.

The East Texas Center for School-Based Research & Instruction has a mission to establish an organized research and instruction unit within the college aimed at supporting center partners (area schools, institutions of higher education, and community organizations) in designing, implementing, and evaluating customized professional learning opportunities and initiatives.

Graduate degree programs in clinical psychology, clinical mental health counseling, curriculum and instruction, educational leadership, reading, school counseling, and special education are described in the graduate section of this catalog. Information on post-baccalaureate certification programs and supplemental certificates are also provided in the graduate section. Inquiries should be directed to the College of Education and Psychology or The Graduate School.

## School of Education

**Dr. Wesley Hickey, Director**

Programs described in this section lead to teacher certification in accordance with the standards of the State Board for Educator Certification. Professional Educator Programs are guided by acts of the Texas Legislature, policies of the State Board for Educator Certification, policies of the Educator and System Support Division of the Texas Education Agency (TEA), and policies of the Texas Higher Education Coordinating Board and are subject to change. Please consult an advisor in the School of Education advising office to ascertain the latest policies and programs.

Through course work in the School of Education, students may obtain the Bachelor of Science degree with a major in Interdisciplinary Studies. All educator preparation programs offered through the School of Education reflect a commitment to collaboration with TEA-accredited schools in the region. Programs are designed to provide a mediated induction to the teaching profession through clinical experiences in local public school settings.

The School of Education also offers master's level degrees designed for teachers of all levels wanting to update their instructional skills or seeking additional certification. Master of Education degrees in Reading, Special Education, and Educational Leadership allow teachers to earn additional certifications. The Master of Education in

Curriculum and Instruction allows candidates holding a bachelor's degree to earn initial teacher certification and teachers who already hold teaching certificates to advance their understanding of educational theory and practice. (See the graduate section of this catalog for information concerning the master's degrees in Curriculum and Instruction, Educational Leadership, Reading, and Special Education.)

The goals of the School of Education at The University of Texas at Tyler are consistent with expectations of the State Board for Educator Certification (SBEC) and the Texas Education Agency (TEA). Candidates within certification areas provide evidence of their proficiency and growth in the required state curriculum along with the standards established for the certification area being sought. Specifically, candidates receive instruction and document their growth in one of the following: Educator Standards, Principal Standards, Superintendent Standards, Reading Specialist and/or Master Reading Teacher Standards, or Educational Diagnostician Standards. In addition, all educator candidates document their growth in (1) the code of ethics and standard practices for Texas educators, (2) instruction in detection and education of students with dyslexia, (3) instruction regarding mental health, substance abuse, and youth suicide, (4) the skills that educators are required to possess, the responsibilities that educators are required to accept, and the high expectations, (5) the importance of building strong classroom management skills, and (6) the framework for Texas teacher and principal evaluation.

## Bachelor of Science in Interdisciplinary Studies (BSIS)

The Bachelor of Science in Interdisciplinary Studies degree is designed for students who are interested in teaching Early Childhood through grade 6 (EC-6) or mathematics or science in grades 4 through grade 8 (4-8). Completion of the BSIS requirements outlined below for the BSIS degree leading to EC6/ESL/Special Education Certification will simultaneously prepare teacher candidates for the English as a Second Language (ESL) Supplement and Special Education (K-12) certification exams. For a suggested course of study please see a School of Education advisor. Degree requirements are as follows:

### Admission Requirements for All Certification Areas

1. Attend School of Education Admission Orientation
2. Conduct a successful admission interview prior to completing additional steps.
3. File an application for a degree plan with the appropriate academic department (for secondary and all-level certification students) or with the School of Education (BSIS majors). Post-baccalaureate students must have a post-baccalaureate certification plan;
4. Pay the administrative fee as indicated on a receipt from the cashier's office;
5. Complete appropriate number of academic hours of degree plan and in degree major as determined by Texas Administrative Code and other administrative units;
6. Have an appropriate GPA in degree plan as set by Texas Administrative Code and other administrative units;

7. Document basic skills mastery as noted by standardized tests deemed appropriate by Texas Administrative Code other administrative units; and
8. Complete the online School of Education Admission Application.

For details on the current requirements, please see the School of Education Admissions webpage at <http://www.uttyler.edu/education/undergraduate/admission.php>.

### Degree Requirements

1. Completion of all course requirements leading to the BSIS degree with a "C" or better and a final cumulative GPA of at least 2.5.
2. Completion of the University's 42-hour Core Curriculum requirements.
3. Completion of curriculum appropriate for grade level.

### Admission to Clinical Teaching/Apprentice Teaching

An application for admission to clinical teaching must be submitted to the School of Education early in the semester preceding the one in which the student plans to enroll in clinical teaching/apprentice teaching. The application will be approved if the student has completed the prerequisite courses for clinical teaching with a cumulative 2.5 grade point average and no grade lower than a "C".

### Initial Teacher Certification

Individuals desiring to teach in accredited public and private schools in Texas must be certified through the Educator Certification and Standards Division of the Texas Education Agency (TEA). Students seeking a teaching certificate concurrently with a bachelor's degree should contact the Advising Center in the School of Education for advisement. In order to be eligible for a recommendation for teacher certification, candidates must pass required TExES examinations, complete the requirements for the BSIS degree or the approved degree plan for a 7-12 or Early Childhood-Grade 12 content specialization with an overall cumulative GPA of at least 2.5 with no grade lower than a C.

*NOTE: The Division of Certification and Standards of the Texas Education Agency (TEA) in conjunction with the State Board for Educator Certification (SBEC) regulates the certification of educators to teach public school children. Working with the Texas Department of Public Safety (DPS) and the FBI, the Division of Educator Certification and Standards conducts a state and national criminal history background check on all applicants for educator certification, ensuring each candidate's suitability to teach children. Each student applying for certification must be fingerprinted by an authorized agency. TEA will provide fingerprint information at the time of the candidate's application. Students pursuing educator preparation should know that conviction for a felony or misdemeanor may lead to denial of teacher certification.*

*Criminal History Acknowledgement: As required by Texas HB 1508, applicants need to be aware of the following:*

1. *In order to receive teacher certification, you must pass a criminal history background check.*
2. *If you have been convicted of an offense that is considered not appropriate for a teacher, you could be ineligible to earn this certification from the state of Texas.*
3. *You have a right to request a criminal history evaluation letter from the Texas Education Agency. The Texas Education Agency currently charges a \$50 fee for this criminal history evaluation.*



For more information, see the Preliminary Criminal History Evaluation webpage at the Texas Education Agency ([https://tea.texas.gov/Texas\\_Educators/Investigations/Preliminary\\_Criminal\\_History\\_Evaluation-FAQs/](https://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/))

The University of Texas at Tyler offers certification programs that lead to teacher certification in:

- Early Childhood-Grade 6 (See the School of Education section of this catalog for degree requirements.)
- Grades 4-8. (See the School of Education section of this catalog for requirements.)
- Grades 7-12. (See the appropriate department section of this catalog for degree requirements. See the Secondary Certification section below for certification requirements.)
- Early Childhood-Grade 12 in Art, Health, Languages other than English-Spanish, Music, and Physical Education. (See the appropriate department section of this catalog for degree requirements. See the All-level Certification section below for certification requirements.)

## BSIS Degree with EC-6/ESL/Special Education

Total Semester Credit Hours = 120

### Core Curriculum (42 hrs.)

ENGL 1301	College Composition I [TCCN: ENGL 1301]
ENGL 1302	College Composition II [TCCN: ENGL 1302]
MATH 1350	Concepts of Modern Mathematics I [TCCN: MATH 1350]
MATH 1351	Concepts of Modern Mathematics II [TCCN: MATH 1351]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1302	United States History II [TCCN: HIST 1302]
POLS 2305	Introductory American Government [TCCN: GOVT 2305]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
BIOL 1306	General Biology I [TCCN: BIOL 1306]
CHEM 1305	Introductory Chemistry I [TCCN: CHEM 1305]
GEOG 1313	World Regional Geography [TCCN: GEOG 1303] Language, Philosophy and Culture (Core, 3 hrs.) Creative Arts (Core, 3 hrs.)

### Phase I Courses (15 SCH)

EDUC 3315	Texas Schools and Students
EDUC 2301	Introduction to Special Populations or
EDSP 3351	Managing and Instructing Diverse Learners
READ 3323	Children's Literature in the Classroom
READ 4323	Language Acquisition, Culture, and Society in Literacy
EPSY 3330	Educational Psychology: Child Development and Learning

### Interdisciplinary Major Courses (18 SCH)

GEOL 3310	Physical Geology and Astronomy
GEOL 3314	Oceanography and Meteorology
MATH 1314	College Algebra [TCCN: MATH 1314]
EDUC 4301	Mathematical Problem Solving in EC-6

EDUC 1301	Introduction to the Teaching Profession or
EDUC 3313	Integrating Arts and Movement

### Phase II Courses (18 SCH)

EDUC 4322	Teaching Skills in EC-6
EDUC 3363	Managing Classrooms and Behavior in School Settings
EDUC 4365	Assessment for Instruction
EDUC 4369	Instructing Diverse Learners
READ 3320	Literacy Development in the Early Years
EDUC 3020	Field Experience II
READ 4320	Literacy Assessment & Instruction I

### Phase III Courses (18 SCH)

EDSP 3354	Instructional Programming for Students with Mild and Moderate Disabilities
ELED 4312	Teaching Social Studies in the Elementary School
ELED 4313	Teaching Mathematics in the Elementary School
ELED 4314	Teaching Science in the Elementary School
READ 4326	Literacy Assessment & Instruction II
READ 3326	Teaching Writing in Language Arts
EDUC 3030	Field Experience III

### Phase IV 9 SCH

EDUC 4640	Clinical Teaching
EDUC 4057	Clinical Teaching Seminar
EDUC 4334	English Language Learners

Field or clinical experiences are required in conjunction with professional education courses of the BSIS degree. The School of Education in cooperation with participating school districts assigns students to school placements. Students must pass the content TExES examination prior to beginning clinical teaching.

In order to be eligible for a recommendation for EC-6 teacher certification, candidates must pass required TExES examinations and complete the requirements for the BSIS degree and clinical teaching.

*Note: Clinical Teaching: Requirements for admission to clinical teaching are provided at the end of the BSIS section of this catalog and online in the Student Handbook.*

## BSIS Degree with 4-8 Certification

Total Semester Credit Hours = 120

The BSIS degree with 4-8 certification offers two options: UTeach Mathematics and UTeach Science.

### UTEACH Mathematics and Science 4-8 Certification

The School of Education at UT Tyler participates in UTeach, an innovative teacher preparation program offered by the College of Arts and Sciences and The College of Education and Psychology that enables students to prepare for certification to teach mathematics or science in middle grades or high school.

The UTeach program invites students to explore their interest in teaching as early as the freshman year under the mentorship of secondary school mathematics and science teachers. Early involvement in the UTeach program is a quick and efficient way for students to learn whether they are suited for the teaching profession. However, students may apply at any time during their undergraduate

careers. Applicants must meet minimum grade point average requirements.

UTeach prepares the student for certification in mathematics or science for grades 4-8 as the primary teaching field. More information is available from individual departments, or from the School of Education advising office. In order to be eligible for a recommendation of 4-8 teacher certification, candidates must pass required TExES examinations in addition to successfully completing the requirements for the BSIS degree and student teaching.

### Recommended Curriculum: UTeach Mathematics (120 SCH)

#### Core Curriculum (42 SCH)

ENGL 1301	College Composition I [TCCN: ENGL 1301]
ENGL 1302	College Composition II [TCCN: ENGL 1302]
MATH 1350	Concepts of Modern Mathematics I [TCCN: MATH 1350]
MATH 1351	Concepts of Modern Mathematics II [TCCN: MATH 1351]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1302	United States History II [TCCN: HIST 1302]
POLS 2305	Introductory American Government [TCCN: GOVT 2305]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]

#### Select one course from each of the Core Curriculum component areas below:

Life Sciences (BIOL)

Physical Science (CHEM or PHYS)

Language, Philosophy & Culture (ENGL)

Creative Arts

Social & Behavioral Sciences

#### UTeach Courses (30 SCH)

EDUT 1170	Step 1: Inquiry Approach
EDUT 2170	Step 2: Inquiry-Based Lessons
EDUT 3370	Knowing & Learning Mathematics and Science
EDUC 4378	Methodology of Teaching English as a Second Language
EDUT 3371	Classroom Interactions
EDFB 4338	Literacy in the Content Areas (Grade 5-12)
EDUT 4370	Project-Based Instruction
EDUC 4640	Clinical Teaching
EDUT 4170	Apprentice Teaching

#### Perspectives:

CHEM 3370	Perspectives on Science and Mathematics or
HIST 3360	Perspectives on Science and Mathematics or
PHIL 3360	Perspectives on Science and Mathematics

#### Research Methods:

BIOL 3360	Research Methods or
CHEM 3360	Research Methods or

PHYS 3360 Research Methods

#### Content Courses (48 SCH)

MATH 1314	College Algebra [TCCN: MATH 1314]
MATH 1342	Statistics [TCCN: MATH 1342]
MATH 2113	Calculus I Computer Lab
MATH 2312	Precalculus [TCCN: MATH 2312]
MATH 2325	Functions and Modeling
MATH 2330	Discrete Structures
MATH 2413	Calculus I [TCCN: MATH 2413]
MATH 3203	Matrix Methods in Science and Engineering
MATH 3452	Advanced Concepts of Mathematics
GEOL 3310	Physical Geology and Astronomy
GEOL 3314	Oceanography and Meteorology
ENGR 1201	Introduction to Engineering [TCCN: ENGR 1201]
	Upper-division Elective (3 hrs.)
	Electives (9 hrs., advisor approval)
	Science Labs (2 hrs.)

### Recommended Curriculum: UTeach Science (120 SCH)

#### Core Curriculum (42 SCH)

ENGL 1301	College Composition I [TCCN: ENGL 1301]
ENGL 1302	College Composition II [TCCN: ENGL 1302]
MATH 1350	Concepts of Modern Mathematics I [TCCN: MATH 1350]
MATH 1351	Concepts of Modern Mathematics II [TCCN: MATH 1351]
BIOL 1306	General Biology I [TCCN: BIOL 1306]
CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
HIST 1301	United States History I [TCCN: HIST 1301]
HIST 1301	United States History I [TCCN: HIST 1301]
POLS 2305	Introductory American Government [TCCN: GOVT 2305]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]

#### Select one course from each of the Core Curriculum component areas below:

Language, Philosophy & Culture (ENGL)

Creative Arts

Social & Behavioral Sciences

#### UTeach Courses (30 SCH)

EDUT 1170	Step 1: Inquiry Approach
EDUT 2170	Step 2: Inquiry-Based Lessons
EDUT 3370	Knowing & Learning Mathematics and Science
EDUC 4378	Methodology of Teaching English as a Second Language
EDUT 3371	Classroom Interactions
EDFB 4338	Literacy in the Content Areas (Grade 5-12)
EDUT 4370	Project-Based Instruction
EDUC 4640	Clinical Teaching
EDUT 4170	Apprentice Teaching

#### Perspectives:

CHEM 3370	Perspectives on Science and Mathematics or
HIST 3360	Perspectives on Science and Mathematics or

PHIL 3360 Perspectives on Science and Mathematics

**Research Methods:**

BIOL 3360 Research Methods  
or

CHEM 3360 Research Methods  
or

PHYS 3360 Research Methods

**Content Courses (48 SCH)**

MATH 1314 College Algebra [TCCN: MATH 1314]

MATH 1342 Statistics [TCCN: MATH 1342]

BIOL 1307 General Biology II [TCCN: BIOL 1307]

BIOL 1107 General Biology II Laboratory [TCCN:  
BIOL 1107]

BIOL 1106 General Biology I Laboratory [TCCN:  
BIOL 1106]

BIOL 3336 Ecology

BIOL 3137 Ecology Laboratory

BIOL 3345 Plant Morphology

BIOL 3146 Plant Morphology Laboratory

or

BIOL 3348 Plant Taxonomy

BIOL 3147 Plant Taxonomy Laboratory

CHEM 1111 General Chemistry I Laboratory [TCCN:  
CHEM 1111]

PHYS 1301 College Physics I [TCCN: PHYS 1301]

PHYS 1101 College Physics I Laboratory [TCCN:  
PHYS 1101]

GEOL 3310 Physical Geology and Astronomy

GEOL 3314 Oceanography and Meteorology

ENGR 1201 Introduction to Engineering [TCCN:  
ENGR 1201]

Electives (13 hrs., advisor approval)

EDUT 2170 Step 2: Inquiry-Based Lessons

**Year 2**

EDUT 3370 Knowing & Learning Mathematics and  
Science

CHEM 3370 Perspectives on Science and Mathematics  
or

HIST 3360 Perspectives on Science and Mathematics  
or

PHIL 3360 Perspectives on Science and Mathematics

**Year 3**

EDUT 3371 Classroom Interactions

BIOL 3360 Research Methods  
or

CHEM 3360 Research Methods  
or

PHYS 3360 Research Methods

**Year 4**

EDUT 4370 Project-Based Instruction

EDUC 4640 Clinical Teaching

EDUT 4171 Apprentice Teaching Seminar

**Other 7-12 Certification**

Candidates for all other 7-12 certification must complete the following professional education courses. (See the School of Education Advising Center for details) Candidates majoring in English, history, political science, journalism, or speech that wish to become certified teachers should see their major advisor and the advisor in the School of Education for assistance with degree plans.

EDUC 3315 Texas Schools and Students

EPSY 3340 Educational Psychology: Adolescent  
Development and Learning

EDUC 4320 Teaching Skills for the Intermediate and  
Secondary Teacher

EDSP 3351 Managing and Instructing Diverse  
Learners

EDUC 3020 Field Experience II

EDUC 4312 Teaching Social Studies in the Middle  
and High School

or  
EDUC 4315 Teaching Language Arts in the Middle  
and High School

or  
EDUC 4335 Classroom Management

EDFB 4338 Literacy in the Content Areas (Grade 5-  
12)

EDUC 3030 Field Experience III

EDUC 4640 Clinical Teaching

EDUC 4057 Clinical Teaching Seminar

NOTE: EDUC 4312, EDUC 4315 - Students must take the appropriate pedagogy course, if required.

Professional education courses require related field experiences. These experiences occur in TEA-accredited schools. The School of Education in cooperation with participating school districts assigns students to school placements.

## Grades 7-12 Certification with Education Minor

The School of Education offers an Education Minor to prepare students for certification to teach in grades 7-12. To complete the 7-12 teaching certificate the undergraduate candidate must complete the Bachelor of Science or Bachelor of Arts degree that is appropriate for the designated teaching field. These requirements are located in the appropriate academic department. Admission requirements for candidates seeking 7-12 certification are provided in School of Education section Admission Requirements and on the School of Education Admissions website at <http://www.uttyler.edu/education/undergraduate/admission.php>.

### Designated Teaching Fields:

Life Sciences (7-12)

Chemistry (7-12)

Mathematics (7-12)

Physical Sciences (7-12)

English Language Arts and Reading (7-12)

Social Studies (7-12)

History (7-12)

Journalism (7-12)

Speech (7-12)

### Curriculum:

Candidates for 7-12 UTeach Math, Life Science, Chemistry, or Physical Science certification must complete the following professional education courses (24 hrs.):

**Year 1**

EDUT 1170 Step 1: Inquiry Approach

## Grades EC-12 Certification with Education Minor

The School of Education offers an education minor to prepare students for certification to teach in grades EC-12. To complete the EC-12 teaching certificate the undergraduate candidate must complete the Bachelor of Science, Bachelor of Arts, Bachelor of Fine Arts, or Bachelor of Music degree that is appropriate for the designated teaching field. These requirements are located in the

appropriate academic department. Admission requirements for candidates seeking EC-12 certification are provided in the School of Education section following the Certification section on Admission Requirements and consult the School of Education Admissions website at

<http://www.uttyler.edu/education/undergraduate/admission.php>.

Students majoring in Art, Music, Health, Kinesiology or Spanish who are interested in becoming certified teachers should see their major advisor and the advisor in the School of Education for assistance with degree plans.

### Designated Teaching Fields:

- Art (EC-12)
- Health (EC-12)
- Music (EC-12)
- Physical Education (EC-12)
- Languages Other Than English – Spanish (EC-12)

### Curriculum:

Candidates for EC-12 certification must complete the following professional education courses. (See the School of Education Advising Center for details.)

#### EC-12 Professional Education Courses:

EDUC 3315	Texas Schools and Students
EPSY 3340	Educational Psychology: Adolescent Development and Learning
EDUC 4320	Teaching Skills for the Intermediate and Secondary Teacher
EDUC 3020	Field Experience II
EDSP 3351	Managing and Instructing Diverse Learners
EDUC 3030	Field Experience III
EDUC 4640	Clinical Teaching
EDUC 4057	Clinical Teaching Seminar
EDFB 4338	Literacy in the Content Areas (Grade 5-12)

#### Take the appropriate pedagogy course, if required\*

EDUC 4312	Teaching Social Studies in the Middle and High School or
EDUC 4315	Teaching Language Arts in the Middle and High School or
EDUC 4335	Classroom Management

\*Students in Art, Music, and Physical Education should consult the School of Education advisor and their academic advisor for the correct pedagogy course.

Professional education courses require related field experiences. The School of Education in cooperation with participating school districts assigns students to school placements.

### Certification Program Completion Requirements for Grades 7-12 and EC-12:

1. Completion of Core Requirements for the degree with a “C” or better in each course;
2. Admission to the School of Education (see the School of Education section);
3. Completion of all Professional Education courses with a “C” or better, and a cumulative 2.5 GPA.;
4. Achieved a final cumulative GPA of at least 2.5 for courses on the degree plan;

5. Completion of appropriate content course requirements leading to the degree and the required GPA as designated by the content department;
6. Successful completion of clinical teaching;
7. Successful completion of required TExES;
8. Submit to and pass national criminal history background check.

### Supplements

A supplement attaches to the level of certificate being earned—EC-6, 4-8, 7-12, or EC-12.

To complete a teaching supplement to be added to a new or existing standard classroom teaching certificate, the undergraduate candidate must complete the Bachelor of Science or Bachelor of Arts degree that is appropriate for the designated teaching field and all requirements for a standard classroom teaching certificate. These requirements are located in the appropriate academic department as well as above.

A supplement may be earned in bilingual education and English as a Second Language.

*NOTE: Bilingual education requires 6 hours of specific coursework. See your advisor in the School of Education in the College of Education and Psychology about this certification supplement.*

#### Supplement: Bilingual

Completion of 12 hrs. of specific coursework. The bilingual certificate can be earned concurrently with an initial classroom teaching certificate or added to a valid Texas teacher certificate upon successful completion of the specified course sequence and passing scores on the state examinations.

#### Required Courses

EDUC 4377	Acquisition and Development of English as a Second Language
EDUC 4378	Methodology of Teaching English as a Second Language
EDBE 5338	Science, Math, and Social Studies in Bilingual Education
EDBE 5376	Reading and Language Arts in Bilingual Education

EDBE 5338 and EDBE 5376: These courses may only be taken when the undergraduate is within 12 hrs. of degree completion. They will not count toward the undergraduate degree.

A minimum grade point average of 2.5 in all courses leading to bilingual certification, including a 2.5 at UT Tyler is required. Prospective teachers must achieve a minimum grade of “C” in all courses leading to the bilingual supplement.

Successful completion of required TExES examinations is necessary for a recommendation for teacher certification.

#### Supplement: English as a Second Language (ESL)

Completion of 12 hrs. of specific coursework. The ESL certificate can be earned concurrently with an initial classroom teaching certificate or added to a valid Texas teacher certificate upon successful completion of the specified course sequence and a passing score on the state examination.

**Required Courses**

ENGL 3376	Contrastive Linguistics
EDUC 4377	Acquisition and Development of English as a Second Language
ENGL 4376	Introduction to Linguistics
EDUC 4378	Methodology of Teaching English as a Second Language

A minimum grade point average of 2.5 in all courses leading to English as a Second Language certification, including a 2.5 at UT Tyler is required. Prospective teachers must achieve a minimum grade of "C" in all courses leading to the ESL supplement.

Successful completion of the required TExES examination is necessary for a recommendation for teacher certification.

## Department of Psychology and Counseling

**Dr. Charles Barké, Chair**

The Department of Psychology and Counseling offers courses leading to Bachelor of Arts, Bachelor of Science, Master of Arts, and Master of Science degrees. Both baccalaureate degrees are acceptable preparation for graduate study in psychology or counseling. (See the graduate section of this catalog for information concerning the master's degrees in clinical psychology, clinical mental health counseling, and school counseling.) Also, psychology may be chosen as a minor field of study.

**Objectives and Overview**

Psychology is the functional analysis of behavior and mental phenomena, such as sensation and perceptions, cognition, and emotions, and motivation, learning and brain/behavior relationships. The normal individual human is the primary focus of undergraduate study, whereas the study of psychopathology and counseling is emphasized primarily at the graduate level. The objective of the psychology program is to provide students with the opportunity to better understand human behavior by acquiring a foundation of empirically-derived psychological knowledge, and by developing a perspective that is grounded in understanding and employing scientific research design and statistical techniques.

Psychology traditionally serves as part of a well-balanced liberal arts education. Taken as a major, second major, or minor field of study, psychology can prepare students for the many diverse occupations in advertising, government, business, education, health, or any field that involves working with people. The study of psychology can also prepare students for admission to graduate programs that lead to academic or research careers, or to licensure in mental health professions.

The psychology curriculum is concentrated at the upper-division (junior-senior) level, except for PSYC 1301, PSYC 2320, PSYC 2331 and PSYC 2354. Majors and non-majors may take any 3000-level psychology course identified as a general elective in their sophomore, junior, or senior years. Psychology majors and non-majors must have advisor/departmental approval to take 4000-level psychology classes before the second semester of their junior year.

**High School Preparation**

A strong college preparatory program of study in high school, including algebra and biology, is helpful to students who plan to major in psychology. Also, students are expected to write and speak effectively.

**Psychology B.A.****Total Semester Credit Hours = 120****Degree Requirements**

Requirements for the Bachelor of Arts degree in psychology include the following:

1. Any student with 9 hours or more of completed coursework (whether transfer student, undeclared major or student having another major) seeking admission to the psychology B.A. degree program must have a minimum cumulative GPA of 2.0.
2. A minimum of 120 hours, including a minimum of 45 upper-division hours, 39 hours of psychology, at least 27 of which must be upper-division hours, meeting criterion for the Major Field Test in Psychology, and a minimum 2.25 GPA in psychology requirements. Only grades of "C" or better earned at UT Tyler will fulfill psychology requirements.
3. The University Core Curriculum of 42 semester hours
4. Twenty-seven (27) semester hours of core psychology courses listed below.
5. At least fifteen (15) upper-level psychology semester hours of general electives.
6. The number of electives hours may vary depending on which course is used to satisfy the Social Science Core Curriculum requirement and whether a student transfers in additional psychology courses. A student will need a minimum of 12 hours at the upper-division level. The remaining elective hours can be taken at any level to finish the 120 hour degree requirement.
7. Eighteen (18) of the upper-division psychology hours must be taken in residence at UT Tyler.

**Core Psychology Courses (27 hrs.)**

PSYC 1301	Introduction to Psychology [TCCN: PSYC 2301]
PSYC 2331	Research Methods
PSYC 2354	Statistics and Laboratory
PSYC 4311	Abnormal Psychology
PSYC 3325	Learning and Conditioning
PSYC 4318	Physiological Psychology
PSYC 4353	Developmental Psychology
PSYC 3306	Social Psychology
PSYC 4315	Cognitive Psychology

Transfer students having taken PSYC 2320 may substitute it for PSYC 4353. Only one of the two will be counted toward degree requirements.

**Psychology Electives may include:**

PSYC 3310	Health Psychology
PSYC 3311	Psychology of Gender
PSYC 3315	Positive Psychology
PSYC 3335	Diversity & Social Justice
PSYC 3345	Mental Health Services
PSYC 3350	Introduction to Clinical and Counseling Psychology
PSYC 3356	Sensation and Perception
PSYC 3360	Psychology of Parenting
PSYC 3370	Psychology of Love Relationships
PSYC 4331	Advanced Research Methods
PSYC 4341	Personality Theory
PSYC 4360	Advanced Topics in Psychology

PSYC 4370	Field Experience in Psychology
PSYC 4371	Field Experience in Psychology

No student may enroll in 4000-level psychology courses in their first semester at UT Tyler without advisor approval. No correspondence or online course from another university may apply toward elective or core psychology hours without the prior approval of the undergraduate psychology advisor or department chair. Psychology courses identified in the Schedule of Classes as “Intended as a General Elective” may not count as a psychology elective but may count as a general elective.

No correspondence course or non-UTT online course may apply toward elective or core psychology hours without the prior approval of the department chair or psychology advisor.

Only courses in which a grade of “C” or better will fulfill degree requirements. Graduation requires a GPA of at least 2.25 in major or minor psychology degree requirements. Students are advised to complete a degree plan during their first semester of enrollment.

Students must take the Major Field Test in Psychology during their last semester and meet a criterion in order to graduate with a degree in Psychology.

## Psychology B.S.

### Total Semester Credit Hours = 120

#### Degree Requirements

Requirements for the Bachelor of Science degree in psychology include the following:

1. Any student with 9 hours or more of completed coursework (whether transfer student, undeclared major or student having another major) seeking admission to the psychology B.S. degree program must have a minimum cumulative GPA of 2.0.
2. A minimum of 120 hours, including a minimum of 51 upper-division hours, 39 hours of psychology, at least 27 of which must be upper-division hours, and a minimum 2.25 GPA in psychology requirements, and achieving a departmental passing score on the Major Field Test in Psychology. Only grades of “C” or better will fulfill major or minor degree requirements.
3. The University Core Curriculum of 42 semester hours.
4. Thirty (30) semester hours of core psychology courses listed below.
5. At least six (6) upper-level psychology elective hours with approval of advisor.
6. Five courses totaling a minimum of 15 hours, of which 2 must be taken at the upper-division level. The courses can be from mathematics, sciences, allied health sciences and/or the following Psychology courses: PSYC 3310, PSYC 3356, PSYC 3350, or other courses approved by your advisor.
7. The number of electives hours may vary depending on which course is used to satisfy the Social Science Core Curriculum requirement. A student will need a minimum of 15 hours of general electives at the upper division level. The remaining elective hours can be taken at any level to finish the 120 hour degree requirement.
8. Eighteen (18) of the upper-division psychology hours must be taken in residence at UT Tyler.

#### Core Psychology Courses (30 hrs.)

PSYC 1301	Introduction to Psychology [TCCN:
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PSYC 2301]	
PSYC 2331	Research Methods
PSYC 2354	Statistics and Laboratory
PSYC 4311	Abnormal Psychology
PSYC 3325	Learning and Conditioning
PSYC 4318	Physiological Psychology
PSYC 4353	Developmental Psychology
PSYC 3306	Social Psychology
PSYC 4315	Cognitive Psychology
PSYC 4331	Advanced Research Methods

Transfer students having taken PSYC 2320 may substitute it for PSYC 4353. Only one of the two will be counted toward degree requirements.

#### Psychology Electives may include:

PSYC 3310	Health Psychology
PSYC 3311	Psychology of Gender
PSYC 3315	Positive Psychology
PSYC 3335	Diversity & Social Justice
PSYC 3345	Mental Health Services
PSYC 3350	Introduction to Clinical and Counseling Psychology
PSYC 3356	Sensation and Perception
PSYC 3360	Psychology of Parenting
PSYC 3370	Psychology of Love Relationships
PSYC 4341	Personality Theory
PSYC 4360	Advanced Topics in Psychology
PSYC 4370	Field Experience in Psychology
PSYC 4371	Field Experience in Psychology

See advisor for acceptable transferred course work that could fit for upper-level psychology elective(s).

No student may enroll in 4000-level psychology courses in their first semester at UT Tyler without advisor approval. No correspondence or online course from another university may apply toward elective or core psychology hours without the prior approval of the undergraduate psychology advisor or department chair. Psychology courses identified in the Schedule of Classes as “Intended as a General Elective” may not count toward the psychology major but may count as a general elective.

No correspondence course or non-UTT online course may apply toward elective or core psychology hours without the prior approval of the department chair or psychology faculty advisor.

Only courses in which a grade of “C” or better will fulfill degree requirements. Graduation requires a GPA of at least 2.25 in major or minor psychology degree requirements and completion of the Major Field Test in Psychology. Students are advised to complete a degree plan during their first semester of enrollment.

Students must take the Major Field Test in Psychology during their last semester and meet criterion in order to graduate with a degree in Psychology.

## Psychology Minor

Psychology may be chosen as a minor to satisfy requirements for certain bachelor’s degree programs with majors in other fields. The program consists of 18 semester hours in psychology, at least twelve (12) of which must be taken at the upper-division level. Only courses in which a grade of “C” or better has been achieved may be counted toward minor degree requirements. Students should consult a

psychology advisor prior to enrolling in courses intended to count toward the minor.

All upper-division courses in psychology are acceptable to count towards the minor. PSYC 2320 or equivalent counts towards your minor requirements only if transferred in at time of first admission to UT Tyler. Only PSYC 2320 (if transferred in) OR PSYC 4353 will count towards minor degree requirements. You may not receive credit for both.

# COLLEGE OF ENGINEERING

## Dr. Javier Kypuros, Dean

The College of Engineering is composed of four departments – the departments of Civil Engineering, Construction Management, Electrical Engineering, and Mechanical Engineering. It offers four ABET accredited bachelor of science degree programs and three master's degree programs. The Department of Civil Engineering offers the Bachelor of Science in Civil Engineering and the Master of Science in Civil Engineering. The Department of Construction Management offers the Bachelor of Science in Construction Management. The Department of Electrical Engineering offers the Bachelor of Science in Electrical Engineering and the Master of Science in Electrical Engineering. The Department of Mechanical Engineering offers the Bachelor of Science in Mechanical Engineering and the Master of Science in Mechanical Engineering. The bachelor of science degree programs in Civil Engineering, Electrical Engineering, and Mechanical Engineering are accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>. The bachelor of science in Construction Management is accredited by the Applied and Natural Science Accreditation Commission of ABET, <http://www.abet.org>.

In addition to studying on campus in Tyler, students can complete a baccalaureate degree in civil engineering, electrical engineering, mechanical engineering, or (beginning in the fall of 2018) construction management through study at the Houston Engineering Center. Students pursuing a degree through the Houston Engineering Center typically will complete the first two years of study at a community college and complete the last two years with UT Tyler.

## Vision

The College of Engineering at the University of Texas at Tyler strives to be the preeminent engineering institution in the region with a national reputation for scholarly excellence and transformational regional impact. We aspire to develop professionals whose technical prowess, unyielding integrity, interpersonal skills, and global awareness elevate them as leaders in their organization, industry, and community. College of Engineering graduates will be poised to positively impact and transform the future through service to their communities, region, and the Nation.

## Mission

The College of Engineering is a regional anchor preparing professionals to excel in a global context, and as such our mission is to

- Prepare graduates who think critically and serve the global community as professionals through practice, application, collaboration, and innovation;
- Foster the intellectual and economic vitality of the region, the state, and the nation through teaching, research, and outreach; and
- Instill a sense of excellence, ethics, integrity, leadership, and service in our graduates.

## Department of Civil Engineering

### Dr. J. Torey Nalbone, Chair

Civil Engineering, one of the largest engineering branches, is a creative, demanding and rewarding profession. From the pyramids of Egypt to the exploration of space, civil engineers have always faced the challenges of the future – advancing civilization and improving the quality of life. Civil engineers design and manage the building of the world's infrastructure and thus affect the everyday life of every member of society. It would be difficult to imagine life without the many contributions of civil engineers to the public's health, safety, and standard of living. Civil engineering's contributions to daily life include modern transportation, clean water, and power generation.

Civil engineering involves the use of complex technology and a strong scientific, mathematical, and engineering knowledge base to creatively solve society's problems. Civil engineers then go beyond the science, math, engineering, technology, and problem solving to make the world a better place by serving in communities and by participating in the public policy process.

Today, civil engineers are designing complex systems for highway exchanges, major bridges, modern hospitals, water purification, theme parks, airports, and launch pads. In the future, civil engineers will be designing special rail beds for magnetic levitation trains and will be making Mars a hospitable habitat for humans. Civil engineering is also about community service, development, and improvement. It involves the conception, planning, design, construction, and operation of facilities essential to modern life, ranging from transit systems to offshore structures to space satellites. Civil engineers are problem solvers, meeting the challenges of pollution, traffic congestion, drinking water, energy needs, urban redevelopment, and community planning.

The Department of Civil Engineering offers programs leading to the Bachelor of Science in Civil Engineering and the Master of Science in Civil Engineering. The baccalaureate degree program can be completed through study in Tyler or at the Houston Engineering Center in Houston, TX.

The Civil Engineering baccalaureate program is accredited by the Engineering Accreditation Commission of ABET <http://www.abet.org>.

## Civil Engineering B.S.

### Mission

The faculty and staff provide the opportunity for civil engineering students to develop state-of-the-art engineering knowledge and skills through student-centered education and research. Teamwork, professionalism and the importance of life-long learning are hallmarks of our program. Students and faculty provide outreach



through innovative civil engineering solutions to significant regional, national, and global issues.

### Vision

The department will be a leader in civil engineering education through the integration of design in the curriculum. Upon graduation, our students will be able to excel in the global civil and environmental engineering community. We will be a recognized center for innovative civil engineering research and expertise that meets the needs of industry, government, and society.

### Program Educational Objectives

1. Graduates demonstrate the knowledge, skills, and attitudes necessary to become engineering leaders and assume responsibility for multidisciplinary engineering design; project construction, and asset management; and ethical decision making in professional practice.
2. Graduates continue to grow intellectually and professionally through participation in professional society activities, continuing engineering education, graduate studies, and/or self-study during their professional career.
3. Graduates demonstrate effective oral, written, and graphical communication skills to meet increasing professional demands.
4. Graduates become licensed professional engineers.

### Student Outcomes

#### Graduates can:

1. Apply knowledge of traditional mathematics, science, and engineering skills, and use modern engineering tools to solve problems.
2. Design and conduct experiments, as well as analyze and interpret data in more than one civil engineering sub-discipline.
3. Design systems, components, and processes and recognize the strengths and areas for possible improvement of their creative designs within realistic constraints such as economic, political, social, constructability, sustainability, public health and safety, environmental, and ethical.
4. Work independently as well as part of a multidisciplinary design team.
5. Identify, formulate, solve, and evaluate engineering design problems using engineering models in the disciplines of structural engineering, transportation engineering, hydrology, construction management, and/or environmental engineering.
6. Analyze a situation and make appropriate professional and ethical decisions.
7. Demonstrate effective oral, written, and graphical communication skills.
8. Demonstrate a commitment to learning and continued professional development outside the classroom, incorporate contemporary issues and historical perspectives during problem solving, and determine the impact of engineering solutions in a global and societal context.
9. Explain professional practice attitudes, leadership principles and attitudes, management concepts and processes, and concepts of business, public policy, and public administration.

### Graduation Requirements

During a civil engineering student's first semester at The University of Texas at Tyler, a civil engineering faculty member is assigned as the student's academic advisor to work with the student in planning a program of study to complete degree requirements. Students are

encouraged to meet with their advisor throughout the semester and are required to meet with their advisor prior to registering for the next semester or summer session.

To graduate with a Bachelor of Science in Civil Engineering degree, a student must

1. complete the general baccalaureate degree requirements for the university;
2. earn a grade of "C" or better in all courses used to meet the degree requirements;
3. achieve satisfactory performance on the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering (FE) examination. A senior may take the FE exam within one year of completing the BSCE curriculum. The FE exam may be taken more than once, and seniors will be encouraged to take the exam at the earliest opportunity; and
4. complete the Civil Engineering curriculum requirements specified in the following sections.

### Degree Requirements

#### Total Semester Credit Hours=128

##### Freshman Year

###### First Semester (16 hrs.)

ENGR 1201	Introduction to Engineering [TCCN: ENGR 1201]
ENGL 1301	College Composition I [TCCN: ENGL 1301]
MATH 2413	Calculus I [TCCN: MATH 2413]
CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]

###### Second Semester (16 hrs.)

ENGR 1204	Engineering Graphics I [TCCN: ENGR 1204]
MATH 2414	Calculus II [TCCN: MATH 2414]
PHYS 2325	University Physics I [TCCN: PHYS 2325]
PHYS 2125	University Physics I Laboratory [TCCN: PHYS 2125]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
ENGL 1302	College Composition II [TCCN: ENGL 1302]

##### Sophomore Year

###### First Semester (17 hrs.)

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
HIST 1301	United States History I [TCCN: HIST 1301]
ENGR 2301	Engineering Mechanics: Statics [TCCN: ENGR 2301]
MATH 3404	Multivariate Calculus
PHYS 2326	University Physics II [TCCN: PHYS 2326]
	and
PHYS 2126	University Physics II Laboratory [TCCN: PHYS 2126]
	or
CHEM 1312	General Chemistry II [TCCN: CHEM

1312]  
and  
CHEM 1112 General Chemistry II Laboratory [TCCN:  
CHEM 1112]

**NOTE**

Enrolling in PHYS 2326 requires enrollment in PHYS 2126.

Enrolling in CHEM 1312 requires enrollment in CHEM 1112.

**Second Semester (18 hrs.)**

ENGR 2302 Engineering Mechanics: Dynamics  
[TCCN: ENGR 2302]  
CENG 3306 Mechanics of Materials  
ECON 2301 Principles of Macroeconomics [TCCN:  
ECON 2301]  
or  
ECON 2302 Principles of Microeconomics [TCCN:  
ECON 2302]  
MATH 3305 Ordinary Differential Equations  
HIST 1303 History of Technology and Innovation in  
U.S Society since 1865  
PHIL 2306 Introduction to Ethics [TCCN: PHIL  
2306]

**Junior Year****First Semester (16 hrs.)**

CENG 3434 Civil Engineering Materials, Codes, and  
Specifications  
CENG 3310 Fluid Mechanics and Hydraulics  
MATH 3351 Probability and Statistics for Engineers  
and Scientists  
CENG 4339 Civil Engineering Construction  
Management  
Additional Science Elective

**Second Semester (15 hrs.)**

CENG 3361 Applied Engineering Hydrology and  
Hydraulic Design  
CENG 3351 Transportation Engineering Systems  
CENG 3371 Introduction to Environmental  
Engineering  
CENG 3336 Soil Mechanics and Foundation Design  
CENG 3325 Structural Analysis

**Senior Year****First Semester (15 hrs.)**

CENG 4412 Reinforced Concrete and Steel Design  
CENG 4351 Traffic Engineering: Operations and  
Control  
CENG 4371 Environmental Engineering Design  
CENG 4381 Foundation Design  
CENG 4115 Senior Design I  
ENGR 4109 Senior Seminar  
ENGR 4009 FE Exam Preparation  
CENG Approved Technical Elective- Required if only two of the  
three Design courses taken (CENG 4351, CENG 4371, or CENG  
4381)

**Second Semester (15 hrs.)**

CENG 4315 Senior Design II  
CENG 4341 Civil Engineers and Leadership, Public  
Policy, Business Practices, and Asset  
Management  
Creative Arts (3 hrs.)  
CENG Approved Technical Electives (6  
hrs.)

**Five-year BSCE/MSCE (4+1) Program**

Undergraduate students in Civil Engineering may chose this program to complete their master's degree in one additional year. Students may chose thesis or project under this program and they are required to take 6 credits of graduate-level courses (electives) in their senior year. Students interested in this program must obtain department approval to enroll in this program. Students with a minimum GPA of 3.0 will be provisionally admitted to this program in the fall semester of their senior year, and will receive full admission to the graduate program after they complete all BSCE graduation requirements. Students must obtain an average "B" grade in all the graduate-level courses taken during their senior year.

**Civil Engineering Completion Curriculum**

Students who have earned the Texas Associate of Science in Engineering Science degree from an ANSAC/ABET accredited program at a participating community college with an overall GPA of at least 2.50/4.00 and with no grade lower than a "C" are eligible to pursue the Civil Engineering Completion Program to earn a Bachelor of Science in Civil Engineering. This pathway enables a student to begin their engineering degree at a participating community college and complete the degree at UT Tyler.

**Course Requirements for Completion Curriculum****Junior Year****First Semester (18 hrs.)**

CENG 3310 Fluid Mechanics and Hydraulics  
HIST 1302 United States History II [TCCN: HIST  
1302]  
MATH 3351 Probability and Statistics for Engineers  
and Scientists  
CENG 3306 Mechanics of Materials  
CENG 4339 Civil Engineering Construction  
Management  
Additional Science Elective

**Second Semester (15 hrs.)**

CENG 3361 Applied Engineering Hydrology and  
Hydraulic Design  
CENG 3351 Transportation Engineering Systems  
CENG 3371 Introduction to Environmental  
Engineering  
CENG 3336 Soil Mechanics and Foundation Design  
CENG 3325 Structural Analysis

**Senior Year****First Semester (16 hrs.)**

CENG 4412 Reinforced Concrete and Steel Design  
CENG 4351 Traffic Engineering: Operations and  
Control  
CENG 4371 Environmental Engineering Design  
CENG 4381 Foundation Design  
CENG 4115 Senior Design I  
ENGR 4109 Senior Seminar  
CENG 3434 Civil Engineering Materials, Codes, and  
Specifications  
ENGR 4009 FE Exam Preparation

Students are required to complete either three Design courses (CENG 4315, CENG 4371, and CENG 4381) or two of the above Design courses and one technical elective. Includes CENG 2336 as an Approved Elective.

**Second Semester (18 hrs.)**

CENG 4315 Senior Design II  
CENG 4341 Civil Engineers and Leadership, Public

	Policy, Business Practices, and Asset Management
POLS 2305	Introductory American Government [TCCN: GOVT 2305]
PHIL 2306	Introduction to Ethics [TCCN: PHIL 2306]
	CENG Approved Technical Electives (6 hrs.)

## Five-year BSCE/MSCE (4+1) Program

Undergraduate students in Civil Engineering may choose this program to complete their master's degree in one additional year. Students may choose thesis or project under this program and they are required to take 6 credits of graduate-level courses (electives) in their senior year. Students interested in this program must obtain department approval to enroll in this program. Students with a minimum GPA of 3.0 will be provisionally admitted to this program in the fall semester of their senior year, and will receive full admission to the graduate program after they complete all BSCE graduation requirements. Students must obtain an average "B" grade in all the graduate-level courses taken during their senior year.

## Department of Construction Management

### Dr. J. Torey Nalbone, Chair

A degree in Construction Management prepares graduates to administer the entire range of construction operations on a project, from start to finish. The construction business is the largest industry in the United States with approximately 7 million employees. Construction and related industries account for more than 8 percent of the nation's Gross Domestic Product. Managing the construction process requires an extensive understanding of the principles of construction management as well as autonomy, professionalism, and leadership skills. Construction Managers are responsible for motivating teams, facilitating subcontractors, and managing equipment and materials to produce a finished structure.

## Construction Management B.S.

The Construction Management Program prepares graduates for professional careers and leadership roles in construction and construction-related industries. The Construction Curriculum focuses on Professionalism, Leadership, Ethics, and Autonomy. Students are expected to participate in Service Learning and Community Service during their academic career at The University of Texas at Tyler. The Department of Construction Management offers a plan of study leading to Bachelor of Science in Construction Management.

### Program Educational Objectives

1. Graduates demonstrate the knowledge, skills, and attitudes necessary to become construction and project management leaders assuming responsibility for multidisciplinary construction project teams, client focused construction, asset management; and ethical decision making in construction management practice.
2. Graduates continue to grow intellectually and professionally through participation in professional society activities, continuing

construction manager education, graduate studies, and/or self-study during their professional career.

3. Graduates demonstrate effective oral, written, and graphical communication skills to meet increasing professional demands.
4. Graduates achieve professional level recognition in construction or project management.

## Student Outcomes

Graduates can:

1. Apply knowledge of traditional mathematics, science, and engineering skills, and use modern tools to solve construction problems.
2. Design and conduct experiments, as well as analyze and interpret data in construction.
3. Design systems, components, and processes and recognize the strengths and areas for possible improvement of their creative designs within realistic constraints such as economic, political, social, constructability, sustainability, public health and safety, environmental, and ethical.
4. Work independently as well as part of a multidisciplinary design team.
5. Identify, formulate, solve, and evaluate construction design problems using models in the discipline of construction management.
6. Analyze a situation and make appropriate professional and ethical decisions.
7. Demonstrate effective oral, written, and graphical communication skills.
8. Demonstrate a commitment to learning and continued professional development outside the classroom, incorporate contemporary issues.

## Graduation Requirements

During a student's first semester in the Construction Management program, a program faculty member is assigned as the student's academic advisor to work with the student in planning a program of study to complete degree requirements. Students are encouraged to meet with their advisor throughout the semester and are required to meet with their advisor prior to registering for the next semester or summer session.

To graduate with a Bachelor of Science in Construction Management degree, a student must

1. earn a grade of "C" or better in all courses used to meet degree requirements,
2. complete the general baccalaureate degree requirements of the University, and
3. complete the Construction Management curriculum requirements specified in the following sections.

## Suggested Four-Year Curriculum

### Freshman Year

#### First Semester (16 hrs.)

ENGL 1301	College Composition I [TCCN: ENGL 1301]
MATH 2312	Precalculus [TCCN: MATH 2312]
HIST 1301	United States History I [TCCN: HIST 1301]
	Visual and Performing Arts Science

**Second Semester (15 hrs.)**

CMGT 2302	Introduction to Construction Management
PHYS 1301	College Physics I [TCCN: PHYS 1301]
PHYS 1101	College Physics I Laboratory [TCCN: PHYS 1101]
ENGR 1204	Engineering Graphics I [TCCN: ENGR 1204]
MATH 1324	Mathematics for Business and Economics I [TCCN: MATH 1324]
ENGL 1302	College Composition II [TCCN: ENGL 1302]

**Sophomore Year****First Semester (15 hrs.)**

POLS 2305	Introductory American Government [TCCN: GOVT 2305]
CENG 2336	Geomatics
ACCT 2301	Principles of Financial Accounting [TCCN: ACCT 2301]
CMGT 2303	Construction Materials and Methods
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]

**Second Semester (15 hrs.)**

POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
MATH 1342	Statistics [TCCN: MATH 1342]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]
PHIL 2306	Introduction to Ethics [TCCN: PHIL 2306]
HIST 1302	United States History II [TCCN: HIST 1302]

**Junior Year****First Semester (15 hrs.)**

CMGT 3310	Construction Structural Systems I
BLAW 3301	Business Law and Social Responsibility
FINA 3311	Principles of Finance
MANA 3311	Fundamentals of Management
CMGT 3311	Construction Estimating

**Second Semester (15 hrs.)**

CMGT 3315	Construction Structural Systems II
CMGT 3320	Soils and Foundations in Construction
CMGT 3365	Mechanical, Electrical and Plumbing Systems
CMGT 3348	Construction Safety
CMGT 3312	Advanced Estimating

**Senior Year****First Semester (14 hrs.)**

CMGT 4331	Construction Scheduling
CMGT 4335	Construction Law and Ethics
CMGT 4375	Construction Administration and Economics
CMGT 4315	Construction Applications for Steel
ENGR 4109	Senior Seminar
CMGT 4195	Construction Management Capstone I

**Second Semester (15 hrs.)**

CMGT 4313	Construction Applications for Concrete
CMGT 4385	Commercial Construction
CMGT 4395	Construction Management Capstone
CMGT 4370	Construction Management Internship Elective

**Construction Management Minor**

A minor in construction management is a valuable support field for many different majors. It has proven particularly helpful to students majoring in business administration, human resources, civil engineering and mechanical engineering. The construction management minor requires 18 hours including CMGT 2302 and CMGT 2303. The remaining 12 hours must be upper-division CMGT courses. The courses are: CMGT 3311, CMGT 3312, CMGT 3348 and CMGT 4331.

**Suggested Curriculum****Freshman/Sophomore Spring Semester**

CMGT 2302	Introduction to Construction Management
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**Sophomore/Junior Fall Semester**

CMGT 2303	Construction Materials and Methods
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**Junior Fall Semester**

CMGT 3311	Construction Estimating
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**Junior Spring Semester**

CMGT 3312	Advanced Estimating
CMGT 3348	Construction Safety

(Prerequisite of CMGT 3311 for CMGT 3312)

**Senior Fall Semester**

CMGT 4331	Construction Scheduling
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(Prerequisite CMGT 3311)

**Department of Electrical Engineering****Dr. Hassan El-Kishky, Chair**

Electrical Engineering prepares individuals to use science, math, computers, and modern technology together with well-developed critical thinking and problem-solving skills to analyze, design, construct, and maintain products and services related to electrical and electronic devices and systems. Some areas in which an electrical engineer may specialize are computer engineering, communication systems, control systems, signal processing, microelectronics, as well as power electronics and electrical power systems. Electrical engineers work in design, development, research, testing, and manufacturing. With experience, many electrical engineers also serve as managers of large engineering projects, executives in major corporations, or as owners of their own firms. Whether developing and designing computer systems; space vehicle guidance, navigation, and control systems; satellite, optical and wireless communication systems; advanced medical diagnostic equipment and precision surgical tools; or large electric power systems, an electrical engineer has varied and growing opportunities for a challenging and rewarding career in today's high tech world.

The Department of Electrical Engineering offers programs leading to the Bachelor of Science in Electrical Engineering and the Master of Science in Electrical Engineering. The baccalaureate degree program can be completed through study in Tyler or at the Houston Engineering Center in Houston, TX. The Electrical Engineering baccalaureate program is accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.

## Electrical Engineering B.S.

### Mission Statement

The Department of Electrical Engineering is committed to excellence in undergraduate and graduate education and to developing and disseminating strong professional knowledge, critical thinking, and communication skills. The faculty seeks to create and disseminate knowledge in engineering and to be a source of expertise for industry and government through advanced research and development.

### Program Educational Objectives

Educational objectives of the electrical engineering program are the knowledge, skills, and experiences that enable graduates to:

1. be involved in professional practice through the application of problem solving skills, using relevant technology in their field;
2. demonstrate professional leadership skills through effective communication, critical thought, creativity, and teamwork;
3. integrate engineering principles and social, business, and ethical issues in modern society in the process of decision making;
4. be professionally engaged in serving the needs of business, industry, government, and academic organizations;
5. grow professionally through activities such as graduate study, continuing education, professional licensure, and participation in technical societies.

### Student Outcomes

Electrical Engineering students at the time of graduation are expected to:

1. have the ability to apply knowledge of the fundamentals of mathematics, science, and engineering;
2. have the ability to use modern engineering tools and techniques in the practice of Electrical Engineering;
3. have the ability to analyze electrical circuits, devices, and systems;
4. have the ability to design electrical circuits, devices, and systems to meet application requirements;
5. have the ability to design and conduct experiments, and analyze, and interpret experimental results;
6. have the ability to identify, formulate, and solve problems in the practice of Electrical Engineering using appropriate theoretical and experimental methods;
7. have effective written, visual, and oral communication skills;
8. possess an educational background to understand the global context in which engineering is practiced, including:
  - a. knowledge of contemporary issues related to science and engineering;
  - b. the impact of engineering on society;
  - c. the role of ethics in the practice of engineering;
9. have the ability to contribute effectively as members of multi-disciplinary engineering teams;
10. have a recognition of the need for and ability to pursue continued learning throughout their professional careers.

### Graduation Requirements

Upon admission to the Electrical Engineering major, one of the College advisors will serve as the student's academic advisor to work with the student in planning a program to complete degree requirements. During the student's first semester, an electrical

engineering faculty member is assigned as the student's faculty mentor to help the student plan and develop a successful career. Students are encouraged to meet with their advisor and faculty mentor throughout the semester and are required to meet with their advisor prior to registering for the next semester.

To graduate with a Bachelor of Science degree in Electrical Engineering, the student must:

1. earn a grade of "C" or better in all courses used to meet degree requirements.
2. earn a grade of "C" or better in any course that is a prerequisite for subsequent courses in the curriculum prior to taking a course that requires the prerequisite,
3. complete the general baccalaureate degree requirements of the University,
4. complete the Electrical Engineering curriculum requirements specified in the following sections.

### 128 Total Semester Credit Hours

#### Freshman Year

##### First Semester (16 hrs.)

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
ENGL 1301	College Composition I [TCCN: ENGL 1301]
MATH 2413	Calculus I [TCCN: MATH 2413]
EENG 1301	Engineering the Future
Intro to Engineering or Science elective selected from approved departmental list.	

##### Second Semester (15 hrs.)

PHYS 2325	University Physics I [TCCN: PHYS 2325]
PHYS 2125	University Physics I Laboratory [TCCN: PHYS 2125]
MATH 2414	Calculus II [TCCN: MATH 2414]
COSC 1336	Programming Fundamentals
EENG 2101	MATLAB for Engineers
ENGL 1302	College Composition II [TCCN: ENGL 1302]

#### Sophomore Year

##### First Semester (17 hrs.)

HIST 1301	United States History I [TCCN: HIST 1301]
MATH 3404	Multivariate Calculus
PHIL 2306	Introduction to Ethics [TCCN: PHIL 2306]
PHYS 2326	University Physics II [TCCN: PHYS 2326]
PHYS 2126	University Physics II Laboratory [TCCN: PHYS 2126]
EENG 3302	Digital Systems

##### Second Semester (16 hrs.)

MATH 3305	Ordinary Differential Equations
EENG 3304	Linear Circuits Analysis I
EENG 3104	Linear Circuits Analysis I Lab
HIST 1303	History of Technology and Innovation in U.S Society since 1865
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
ECON 2301	Principles of Macroeconomics [TCCN: ECON 2301]

ECON 2302 or  
Principles of Microeconomics [TCCN:  
ECON 2302]

### Junior Year

#### First Semester (15 hrs.)

MATH 3203 Matrix Methods in Science and  
Engineering  
MATH 3351 Probability and Statistics for Engineers  
and Scientists  
EENG 3303 Electromagnetic Fields  
EENG 3305 Linear Circuits Analysis II  
EENG 3306 Electronic Circuit Analysis I  
EENG 3106 Electronics Circuits Analysis I Lab  
(MATH 3315 can be substituted for MATH 3203)

#### Second Semester (16 hrs.)

EENG 4308 Automatic Control Systems  
EENG 4311 Signals and Systems  
EENG 3307 Microprocessors  
EENG 3314 Design Methodology in Electrical  
Engineering  
EENG 4309 Electronic Circuits Analysis II  
EENG 4109 Electronic Circuit Analysis II Lab

### Senior Year

#### First Semester (18 hrs.)

POLS 2305 Introductory American Government  
[TCCN: GOVT 2305]  
EENG 4115 Senior Design I  
ENGR 4109 Senior Seminar  
EENG 4110 Electric Power Systems Lab  
EENG 4310 Electric Power Systems  
EENG 4312 Communications Theory  
Technical Elective  
Engineering or Science Elective  
Engineering/Science Elective: Course outside of Electrical  
engineering--junior/senior level, may be utilized towards a minor

#### Second Semester (15 hrs.)

EENG 4315 Senior Design II  
POLS 2306 Introductory Texas Politics [TCCN:  
GOVT 2306]  
Technical Elective  
Technical Elective  
Creative Arts (Core, 3 hrs.)

## Electrical Engineering Completion Curriculum

Students who have earned the Texas Associate of Science in  
Engineering Science degree from an ANSAC/ABET accredited  
program at a participating community college with no grade lower  
than a "C" are eligible to pursue the Electrical Engineering  
Completion Program to earn a Bachelor of Science in Electrical  
Engineering. This pathway enables students to begin their  
engineering degree program at a participating community college and  
complete the degree at UT Tyler.

## Course Requirements for Completion Curriculum

### Junior Year

#### First Semester (15 hrs.)

MATH 3203 Matrix Methods in Science and  
Engineering  
EENG 3302 Digital Systems  
EENG 3303 Electromagnetic Fields  
EENG 3305 Linear Circuits Analysis II  
EENG 3306 Electronic Circuit Analysis I

EENG 3106 Electronics Circuits Analysis I Lab

#### Second Semester (16 hrs.)

EENG 3314 Design Methodology in Electrical  
Engineering  
EENG 4308 Automatic Control Systems  
EENG 3307 Microprocessors  
EENG 4309 Electronic Circuits Analysis II  
EENG 4109 Electronic Circuit Analysis II Lab  
EENG 4311 Signals and Systems

### Senior Year

#### First Semester (18 hrs.)

POLS 2305 Introductory American Government  
[TCCN: GOVT 2305]  
MATH 3351 Probability and Statistics for Engineers  
and Scientists  
ENGR 4109 Senior Seminar  
EENG 4115 Senior Design I  
EENG 4310 Electric Power Systems  
EENG 4110 Electric Power Systems Lab  
EENG 4312 Communications Theory  
Technical Elective

#### Second Semester (15 hrs.)

EENG 4315 Senior Design II  
HIST 1302 United States History II [TCCN: HIST  
1302]  
PHIL 2306 Introduction to Ethics [TCCN: PHIL  
2306]  
Technical Elective  
Technical Elective

## Computer Engineering Concentration

The Computer Engineering concentration focuses on developing  
knowledge and practical skills in the design, development, and  
applications of computer systems including hardware, software, and  
hardware-software interaction. Computer engineering requires the  
knowledge and skills necessary to evaluate trade-offs and optimize  
the design of computer systems based on the attributes of both the  
hardware and the software. To meet the requirements for this  
concentration, a student must take the course Computer Architecture  
(EENG 4320), and two additional elective courses related to  
computer engineering.

### Required Courses

EENG 4320 Computer Architecture and Design

### Electives

Two courses must be selected from this list:

EENG 4316 Digital Control Systems  
EENG 4325 Real Time Systems  
EENG 4331 VLSI Design  
EENG 4332 FPGA Design

## BSEE MSEE Straight-through 4+1 program (30 SCH)

This option is available only to UT-Tyler undergraduate students.  
This option is intended as a "straight-through" BSEE-MSEE  
program; students must go directly from the BSEE program into the  
MSEE program and complete the MSEE portion of the program  
without interruption. Students interested in this option must obtain  
departmental approval before enrolling into the program. Students  
will be provisionally admitted to the straight-through program in the  
fall of their senior year, and fully admitted upon satisfactory  
completion of all BSEE graduation requirements and the MSEE  
program admission requirements. Students admitted into the program

are allowed to take six credits of graduate course work during their senior year. Graduate course work successfully completed during senior year may be counted toward the technical-elective requirements of the BSEE degree. Students must obtain a grade of B or higher in all graduate courses attempted during their senior year.

The coursework requirements are 18 credits in core electrical engineering subjects, 3 credits in advanced mathematics, and 6 credits of approved electives. In addition, the program requires completion of a project (EENG 5393). Students who do not satisfy the above conditions will not be allowed to continue in the BSEE/MSEE straight-through program.

## Department of Mechanical Engineering

### Dr. M. Sathyamoorthy, Interim Chair

Mechanical Engineering is one of the broadest of the engineering disciplines, and mechanical engineers find themselves engaged in a wide variety of industrial and business operations. Computer-aided design and analysis, thermal and fluid systems, manufacturing processes and control, bioengineering, aerospace systems, and instrumentation are some of the many areas that require mechanical engineering skills. Graduates with bachelor's degrees in mechanical engineering work in all types of organizations, from large corporations to government offices to small consulting firms. Entry-level positions include engineering design, testing, manufacturing, maintenance, and sales. With experience, mechanical engineers may become managers of large engineering projects, plant managers, owners of their own firms, or executives in large corporations. The bachelor's degree also provides a solid foundation for graduate study.

The Department of Mechanical Engineering offers programs leading to the Bachelor of Science in Mechanical Engineering and the Master of Science in Mechanical Engineering. The baccalaureate degree program can be completed through study in Tyler or at the Houston Engineering Center in Houston, TX.

The Mechanical Engineering baccalaureate program is accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.

## Mechanical Engineering B.S.

### Mission Statement

The Mechanical Engineering Department is committed to producing graduates who are sought after by employers and graduate schools in the region, state, and nation. In both the undergraduate and graduate programs the department stresses the development of strong professional knowledge, critical thinking, and communication skills. The faculty seeks to create and disseminate new knowledge in engineering and engineering education, and to be a source of expertise for industry and government, while maintaining a balance between education, research, and service.

### Program Educational Objectives

Educational objectives of the mechanical engineering program are the knowledge, skills, and experiences that enable graduates to:

1. formulate and solve complex practical and theoretical engineering problems, while at the same time understanding business objectives and appreciating the social, economic, and ethical issues encountered in a modern global society
2. think critically and creatively, work effectively on interdisciplinary teams and communicate clearly in both technical and non-technical forums
3. be professionally employed, serving the rapidly changing technological needs of industry or governmental organizations regionally in East Texas or throughout the state and nation
4. continue to grow professionally through activities such as pursuing formal graduate study, research, or continuing education; achieving professional licensure; and participating in technical societies.

### Student Outcomes

Mechanical Engineering students at the time of graduation are expected to:

1. be able to apply science, mathematics, and modern engineering tools and techniques to identify, formulate, and solve engineering problems,
2. be able to design thermal/fluid, mechanical, and electro-mechanical components or systems, individually or on interdisciplinary teams, and effectively communicate those designs in both technical and non-technical forums,
3. be able to collect, analyze, and interpret data from prescribed and self-designed experimental procedures and formally communicate the results,
4. be able to apply a broad-based educational experience to understand the interaction of engineering solutions with contemporary business, economic, and social issues,
5. recognize that ethical behavior and continuous acquisition of knowledge are fundamental attributes of successful mechanical engineering professionals.

### Graduation Requirements

Upon a student's admission to the Mechanical Engineering major, one of the College advisors will serve as the student's academic advisor to work with the student in planning a program to complete degree requirements. Students are encouraged to meet with their advisor throughout the semester and are required to meet with their advisor prior to registering for the next semester.

To graduate with a Bachelor of Science degree in Mechanical Engineering, the student must:

1. earn a grade of "C" or better in all courses used to meet degree requirements,
2. earn a grade of "C" or better in EENG 3404, ENGR 1201, ENGR 2301, ENGR 2302, MENG 2201 (or EENG 2101), MENG 3306 (or CENG 3306), MENG 3310 (or CENG 3310) that are prerequisites for subsequent courses in the curriculum prior to taking the courses that require these prerequisites,
3. complete the general baccalaureate degree requirements for the university,
4. complete the Mechanical Engineering curriculum requirements specified in the following sections.

Seniors are encouraged to take the Fundamentals of Engineering (FE) exam at the earliest opportunity. Detailed information about the FE exam content, exam schedule, registration for the exam, and review sessions is available at [www.ncees.org](http://www.ncees.org).

**Course Requirements (128 hrs.)****Freshman Year****First Semester (16 hrs.)**

CHEM 1311	General Chemistry I [TCCN: CHEM 1311]
CHEM 1111	General Chemistry I Laboratory [TCCN: CHEM 1111]
ENGL 1301	College Composition I [TCCN: ENGL 1301]
MATH 2413	Calculus I [TCCN: MATH 2413]
SPCM 1315	Fundamentals of Speech Communication [TCCN: SPCH 1315]
ENGR 1201	Introduction to Engineering [TCCN: ENGR 1201]

**Second Semester (16 hrs.)**

PHYS 2325	University Physics I [TCCN: PHYS 2325]
PHYS 2125	University Physics I Laboratory [TCCN: PHYS 2125]
MATH 2414	Calculus II [TCCN: MATH 2414]
MENG 1201	Mechanical Engineering I
ENGL 1302	College Composition II [TCCN: ENGL 1302]
	Creative Arts (3 hrs.)

**Sophomore Year****First Semester (15 hrs.)**

PHYS 2326	University Physics II [TCCN: PHYS 2326]
PHYS 2126	University Physics II Laboratory [TCCN: PHYS 2126]
MATH 3404	Multivariate Calculus
MENG 2201	Mechanical Engineering II
ENGR 2301	Engineering Mechanics: Statics [TCCN: ENGR 2301]
MATH 3203	Matrix Methods in Science and Engineering
	or
MATH 3315	Linear Algebra and Matrix Theory

**Second Semester (15 hrs.)**

MATH 3305	Ordinary Differential Equations
MENG 3319	Materials Science and Manufacturing
ECON 2302	Principles of Microeconomics [TCCN: ECON 2302]
ENGR 2302	Engineering Mechanics: Dynamics [TCCN: ENGR 2302]
HIST 1303	History of Technology and Innovation in U.S Society since 1865

**Junior Year****First Semester (17 hrs.)**

MENG 3301	Thermodynamics I
MENG 3306	Mechanics of Materials
MENG 3310	Fluid Mechanics
MENG 3303	Dynamics of Machinery
MENG 3210	Mechanical Engineering Laboratory I
MATH 3351	Probability and Statistics for Engineers and Scientists

**Second Semester (17 hrs.)**

MENG 3304	Thermodynamics II
MENG 3316	Heat Transfer
MENG 3309	Mechanical Systems Design
MENG 3211	Mechanical Engineering Laboratory II
MENG 3314	Design Methodology in Engineering
EENG 3304	Linear Circuits Analysis I

**Senior Year****First Semester (17 hrs.)**

MENG 4115	Senior Design I
MENG 4312	System Dynamics and Control
MENG 4313	Thermal/Fluid Systems Design
HIST 1301	United States History I [TCCN: HIST 1301]
POLS 2305	Introductory American Government [TCCN: GOVT 2305]
	Technical Elective
ENGR 4109	Senior Seminar

**Second Semester (15 hrs.)**

MENG 4315	Senior Design II
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306]
PHIL 2306	Introduction to Ethics [TCCN: PHIL 2306]
ENGR 4009	FE Exam Preparation
	Technical Elective
	Technical Elective

A list of courses from which the student may select appropriate electives should be obtained from the department chair.

**Concentration in Control Engineering**

The Concentration pathway in the Mechanical Engineering Program is designed to provide students with knowledge in controls areas needed in automotive, aerospace, and chemical industries.

**Concentration Requirements - 9 Semester Credit Hours****Required Course**

MENG 4312	System Dynamics and Control
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**Electives**

Two courses must be selected from this list:

MENG 4325	Digital Control of Mechanical Systems
MENG 4330	Process Control & Automation
EENG 4308	Automatic Control Systems
EENG 4316	Digital Control Systems

**Five-year BSME/MSME (4+1) Program**

Undergraduate students in mechanical engineering can chose this program to get a master's degree in one year. Students may chose thesis or project under this program and they are required to take 6 credits of graduate-level courses in their senior year. Students interested in this program must obtain department approval to enroll in this program. Students with a minimum GPA of 3.0 will be provisionally admitted to this program in the fall semester of their senior year, and will receive full admission to the graduate program after they complete all BSME graduation requirements. Students must obtain an average "B" grade in all the graduate-level courses taken during their senior year.

Five-year BSME/MSME (4+1) Program: BSME Curriculum has a listing of the graduate-level courses required under this program. MSME (4+1) Curriculum has a listing of the graduate courses required in this program.

**Honors in Mechanical Engineering**

Starting in fall 2018, eligible students may apply for admission to the Honors Program in Mechanical Engineering. The Mechanical Engineering Honors Curriculum provides a very challenging learning



opportunity which includes honors-level classwork, undergraduate research, seminars, and internship. Applications for the Honors in the Major (HIM)-Mechanical Engineering track will be reviewed by Honors Program faculty and staff. Honors in Bachelor of Science in Mechanical Engineering has a listing of all the honors course required in this program.

### **Five-year BSME/MSME (4+1) Program for Honors Students**

Undergraduate Honors Program students in mechanical engineering can chose this program to get a master's degree in one year. The requirements are the same as outlined above for regular students in mechanical engineering.

Five-year BSME/MSME (4+1) Program:

BSME Honors Program Curriculum has a listing of the graduate-level courses required under this program.

MSME (4+1) Curriculum has a listing of the graduate courses required in this program.

## **Concentration in Control Engineering**

The Concentration pathway in the Mechanical Engineering Program is designed to provide students with knowledge in controls areas needed in automotive, aerospace, and chemical industries.

### **Concentration Requirements - 9 Semester Credit Hours**

#### **Required Course**

MENG 4312 System Dynamics and Control

#### **Electives**

Two courses must be selected from this list:

MENG 4325 Digital Control of Mechanical Systems  
 MENG 4330 Process Control & Automation  
 EENG 4308 Automatic Control Systems  
 EENG 4316 Digital Control Systems

### **Five-year BSME/MSME (4+1) Program**

Undergraduate students in mechanical engineering can chose this program to get a master's degree in one year. Students may chose thesis or project under this program and they are required to take 6 credits of graduate-level courses in their senior year. Students interested in this program must obtain department approval to enroll in this program. Students with a minimum GPA of 3.0 will be provisionally admitted to this program in the fall semester of their senior year, and will receive full admission to the graduate program after they complete all BSME graduation requirements. Students must obtain an average "B" grade in all the graduate-level courses taken during their senior year.

Five-year BSME/MSME (4+1) Program: BSME Curriculum has a listing of the graduate-level courses required under this program. MSME (4+1) Curriculum has a listing of the graduate courses required in this program.

## **Honors in Mechanical Engineering**

Starting in fall 2018, eligible students may apply for admission to the Honors Program in Mechanical Engineering. The Mechanical Engineering Honors Curriculum provides a very challenging learning opportunity which includes honors-level classwork, undergraduate research, seminars, and internship. Applications for the Honors in the Major (HIM)-Mechanical Engineering track will be reviewed by Honors Program faculty and staff. Honors in Bachelor of Science in Mechanical Engineering has a listing of all the honors course required in this program.

### **Five-year BSME/MSME (4+1) Program for Honors Students**

Undergraduate Honors Program students in mechanical engineering can chose this program to get a master's degree in one year. The requirements are the same as outlined above for regular students in mechanical engineering.

Five-year BSME/MSME (4+1) Program:

BSME Honors Program Curriculum has a listing of the graduate-level courses required under this program.

MSME (4+1) Curriculum has a listing of the graduate courses required in this program.

## **Mechanical Engineering Completion Curriculum**

Students who have earned the Texas Associate of Science in Engineering Science degree from an ANSAC/ABET accredited program at a participating community college, with an overall GPA of at least 2.50/4.00 and with no grade lower than "C" are eligible to pursue the Mechanical Engineering Completion Program to earn a Bachelor of Science in Mechanical Engineering. This pathway enables a student to begin their engineering degree program at a participating community college and complete the degree at UT Tyler.

### **Course Requirements for Completion Curriculum**

#### **Junior Year**

##### **First Semester (17 hrs.)**

MENG 3301 Thermodynamics I  
 MENG 3306 Mechanics of Materials  
 MENG 3310 Fluid Mechanics  
 MENG 3303 Dynamics of Machinery  
 MENG 3210 Mechanical Engineering Laboratory I  
 MATH 3351 Probability and Statistics for Engineers and Scientists

##### **Second Semester (17 hrs.)**

MENG 3304 Thermodynamics II  
 MENG 3316 Heat Transfer  
 MENG 3309 Mechanical Systems Design  
 MENG 3211 Mechanical Engineering Laboratory II  
 MENG 3319 Materials Science and Manufacturing  
 MENG 3314 Design Methodology in Engineering

#### **Senior Year**

##### **First Semester (17 hrs.)**

MENG 4115 Senior Design I  
 MENG 4312 System Dynamics and Control  
 MENG 4313 Thermal/Fluid Systems Design  
 HIST 1302 United States History II [TCCN: HIST 1302]  
 ENGR 4109 Senior Seminar

MATH 3203 Matrix Methods in Science and Engineering  
or  
MATH 3315 Linear Algebra and Matrix Theory  
Technical Elective

**Second Semester (15 hrs.)**

MENG 4315 Senior Design II  
POL 2305 Introductory American Government  
[TCCN: GOVT 2305]  
PHIL 2306 Introduction to Ethics [TCCN: PHIL  
2306]  
ENGR 4009 FE Exam Preparation  
Technical Elective (6 hrs.)

## Concentration in Applied Mechanics

This concentration pathway is designed to provide students with an opportunity to gain additional knowledge in the area of applied mechanics beyond the basics of the first courses in mechanics. This concentration should be of interest to students seeking employment in industries where this additional knowledge is especially important or who are preparing for graduate school.

### Concentration Requirements 9 Semester Credit Hours

**Required Course**

MENG 4302 Intermediate Dynamics  
or  
MENG 4306 Intermediate Mechanics of Materials

**Electives (2 courses must be selected from the list)**

MENG 4302 Intermediate Dynamics  
MENG 4306 Intermediate Mechanics of Materials  
MENG 4317 Vibrations  
MENG 4326 Finite Element Methods in Mechanical Engineering

# COLLEGE OF NURSING AND HEALTH SCIENCES

**Dr. Yong "Tai" Wang, Dean**

## Mission

The mission of the College of Nursing and Health Sciences is to advance student success in health professions and movement sciences in an enriched, learner-centered environment grounded in exceptional teaching, scholarship, and service to improve community wellness.

## Department of Health and Kinesiology

**Dr. David Criswell, Chair**

The Mission of the Department of Health and Kinesiology is to prepare students for success in the fields of health and the movement sciences. Further, the department aims to optimize human performance and promote healthy living through excellence in research and community outreach.

The Department offers studies that prepare for a variety of careers related to health, education, exercise science, athletic training, fitness and other fields. Specific undergraduate degrees offered are: Bachelor of Science (B.S.) in Health Sciences, Bachelor of Science (B.S.) in Kinesiology and Bachelor of Arts (B.A.) in Wellness. Aims and requirements of each of the Department's undergraduate degrees are described below in this section of the catalog. The graduate degree programs are described under Department of Health and Kinesiology in the graduate section of this catalog.

A student pursuing studies in health or kinesiology should be aware that requirements other than those of the Department may apply, including requirements listed in the following sections of this catalog: Undergraduate Academic Policies, including Undergraduate Admission Requirements and General Baccalaureate Degree Requirements; requirements for teacher certification, under School of Education; and Graduate Policies and Programs.

## Health Sciences B.S.

### Total Semester Credit Hours = 120

The mission of the B.S. Degree Program in Health Sciences is to prepare students for professional careers or advanced studies in health-related fields. The Program provides two tracks, the Community and Health Education Track and the Health Policy Track. Both tracks share a core of courses that provides graduates with an understanding of a wide range of health-related topics, including:

- diseases and their causes, distributions, risk factors and prevention;
- various systems of health care delivery; and
- assessment and evaluation of health programs.

In addition, the Community and Health Education Track emphasizes health education and promotion in the community/global setting, and the Health Policy Track emphasizes administrative aspects of health care and health promotion. The B.S. Health Sciences Program may be used (a) to prepare for or to advance careers related to health care and health promotion in various public and private, clinical and non-clinical settings, or (b) to prepare for graduate studies in areas such as public and community health, health promotion, design and evaluation of health-related programs, and quantitative and qualitative data analysis.

To earn the B.S. Degree in Health Sciences, the student must:

- complete the University's general baccalaureate degree requirements;
- complete the Departmental curriculum requirements (shown below); and
- be awarded a grade of C or better in all courses used to meet degree requirements.

In addition, completion of the Community and Health Education Track requires taking the Certified Health Education Specialist (CHES) examination. The CHES examination is offered twice each year, in April and October. A student expecting to complete the degree curriculum in May or August should take the CHES exam in April; a student expecting to complete the curriculum in December should take the CHES exam in October. More information about the CHES exam is available in the Office of the Department of Health and Kinesiology.

A student in this program is expected to commit to lifelong learning about medical, psychological, and social innovations, appreciate factors that positively influence health, model a personal commitment to a healthy lifestyle, nurture a desire to educate others about health, and develop high ethical standards.

## Curriculum

### University Core (42 hours)

The student must complete 8 hours of lab science in biology, chemistry, or physics (in addition to anatomy and physiology). The 2 hours of credit for these labs are not required to meet the University's core requirements but are a Departmental requirement. In the Language, Philosophy and Culture Area, PHIL 1301: Introduction to Philosophy is recommended.

### Departmental Lower-Division Requirements (16 hours)

ALHS 1300	Personal and Community Wellness
ALHS 1315	Introduction to Nutrition [TCCN: BIOL 1322]
BIOL 2301	Anatomy and Physiology I [TCCN: BIOL 2301]
BIOL 2101	Anatomy and Physiology I Laboratory [TCCN: BIOL 2101]
BIOL 2302	Anatomy and Physiology II [TCCN:

BIOL 2102 BIOL 2302]  
Anatomy and Physiology II Laboratory  
[TCCN: BIOL 2102]  
BIOL CHEM or PHYS Labs (2 hrs.)

#### Health Studies Core Courses (40 hours)

ALHS 3301 Environmental Health  
ALHS 3302 Human Diseases  
ALHS 3315 Nutrition Through the Life-Cycle  
ALHS 3360 Principles of Community and Public Health  
ALHS 3362 Behavioral Health  
ALHS 4304 Program Design and Evaluation  
ALHS 4306 The Health Care Delivery System  
ALHS 4320 Principles of Epidemiology  
ALHS 4326 Health and Human Sexuality  
ALHS 4335 Global Health  
HECC 4308 Ethics  
HECC 4155 Certified Health Education Specialist (CHES) Prep  
HECC 4333 Introduction to Biostatistics  
HECC 4370 Internship  
or  
HECC 4390 Senior Seminar

#### Community and Health Education Track Required Courses (22 hrs.)

1. MCOM 2311 Writing for Mass Media
2. Three hours selected from the following: SPCM 3322, SPCM 3325, SPCM 4326 or SPCM 4331
3. Four hours of Kinesiology courses selected from the following: KINE 3311 / KINE 3112; KINE 3331 / KINE 3132; or KINE 3334 / KINE 3135
4. Prescribed electives with approval of advisor (12 hours)

#### Health Policy Track (22 hrs.)

1. MCOM 2311 Writing for Mass Media  
POL 3340 Introduction to Public Administration  
POL 3345 Urban and Municipal Government  
POL 4335 Comparative Health Systems  
POL 4345 Public Policy Analysis
2. Three hours selected from the following: SPCM 3322, SPCM 3325, SPCM 4326 or SPCM 4331
3. Four hours of Kinesiology courses selected from the following: KINE 3311 / KINE 3112; KINE 3331 / KINE 3132; or KINE 3334 / KINE 3135

#### Teacher Certification

Health is an option for all-level (EC-12) teacher certification in Texas. For further information see advisors in the Department of Health and Kinesiology and the School of Education.

## Kinesiology B.S.

### Total Semester Credit Hours=120

The Bachelor of Science Degree Program in Kinesiology offers teacher-certification and non-certification options. The mission of the teacher-certification option is to prepare for Texas State certification to teach physical education at all levels from Early Childhood through Grade 12. The mission of the non-certification option is to prepare for entry-level positions related to exercise in clinical, business or other settings, or to prepare for post-baccalaureate professional (e.g., physical therapy, occupational therapy, medicine) or graduate studies related to exercise science. The non-certification option may be used to prepare for the State examination for licensing

as an athletic trainer in Texas. A student wanting to pursue the Texas athletic trainer license should consult with an academic advisor early in the program. Such students must complete other State licensing requirements in addition to the courses listed below, including apprenticeships under the supervision of licensed or certified athletic trainers. The Kinesiology B.S. program curriculum is recognized by the National Strength and Conditioning Association.

To earn the B.S. Degree in Kinesiology the student must:

- complete the University's general baccalaureate degree requirements;
- complete the Departmental curriculum requirements (shown below); and
- be awarded a grade of C or better in all courses used to meet degree requirements.

## Curriculum

### University Core (42 hours)

The student must complete 8 hours of lab science in biology, chemistry or physics (in addition to anatomy and physiology). The 2 hours of credit for these labs are not required to meet the University's core requirements but are a Departmental requirement.

### Department Lower-Division Requirements (16 hours)

ALHS 1300 Personal and Community Wellness  
BIOL 2301 Anatomy and Physiology I [TCCN: BIOL 2301]  
BIOL 2101 Anatomy and Physiology I Laboratory [TCCN: BIOL 2101]  
BIOL 2302 Anatomy and Physiology II [TCCN: BIOL 2302]  
BIOL 2102 Anatomy and Physiology II Laboratory [TCCN: BIOL 2102]  
KINE 2337 Care and Prevention of Athletic Injuries  
BIOL CHEM or PHYS Labs (2 hrs.)

### Generic Kinesiology Curriculum

#### 1. Kinesiology Core (33 hrs.)

HECC 4308 Ethics  
HECC 4370 Internship  
KINE 3303 Motor Development  
KINE 3306 Fitness Assessment Skills  
KINE 3311 Physiology of Exercise  
KINE 3112 Physiology of Exercise Laboratory  
KINE 3331 Human Motor Control and Learning  
KINE 3132 Human Motor Control and Learning Laboratory  
KINE 3334 Biomechanics and Anatomical Kinesiology  
KINE 3135 Biomechanics and Anatomical Kinesiology Laboratory  
KINE 4304 Principles of Training: Endurance  
KINE 4305 Principles of Training: Strength and Power  
KINE 4321 Sports Nutrition

#### 2. Cognate Courses (29 hrs.)

- Three hours selected from the following: ALHS 3302, ALHS 3352, ALHS 3362, or ALHS 4320
- 26 hours of prescribed electives with advisor approval. Pre-professional students (e.g., pre-physical therapy, pre-med, pre-occupational therapy) should use these hours as much as possible to complete prerequisites for post-baccalaureate professional programs. In selecting electives, attention must be given to the

University's requirement of at least 42 upper-division hours for completion of a baccalaureate degree.

### Athletic Training Curriculum

#### 1. Kinesiology Core (49 hrs.)

KINE 3102	Clinical Experiences in Athletic Training I
KINE 3103	Clinical Experiences in Athletic Training II
KINE 3301	Assessment of Athletic Injuries I: Lower Extremity
KINE 3302	Assessment of Athletic Injuries II: Upper Extremity
KINE 3303	Motor Development
KINE 3306	Fitness Assessment Skills
KINE 3311	Physiology of Exercise
KINE 3112	Physiology of Exercise Laboratory
KINE 3331	Human Motor Control and Learning
KINE 3132	Human Motor Control and Learning Laboratory
KINE 3334	Biomechanics and Anatomical Kinesiology
KINE 3135	Biomechanics and Anatomical Kinesiology Laboratory
KINE 3342	Therapeutic Modalities for Athletic Trainers
KINE 4101	Clinical Experiences in Athletic Training III
KINE 4102	Clinical Experiences in Athletic Training IV
KINE 4304	Principles of Training: Endurance
KINE 4305	Principles of Training: Strength and Power
KINE 4321	Sports Nutrition
HECC 4308	Ethics
HECC 4370	Internship
HECC 4371	Internship

#### 2. Cognate Course (13 hrs.)

- Three hours selected from the following: ALHS 3302, ALHS 3352, ALHS 3362, or ALHS 4320
- 10 hours of prescribed electives with advisor approval

### Physical Education Teacher Certification Curriculum

#### 1. Kinesiology Core (21 hrs.)

HECC 4308	Ethics
KINE 3303	Motor Development
KINE 3306	Fitness Assessment Skills
KINE 3311	Physiology of Exercise
KINE 3112	Physiology of Exercise Laboratory
KINE 3331	Human Motor Control and Learning
KINE 3132	Human Motor Control and Learning Laboratory
KINE 3334	Biomechanics and Anatomical Kinesiology
KINE 3135	Biomechanics and Anatomical Kinesiology Laboratory

#### 2. Cognate Course (17 hrs.)

ALHS 3315	Nutrition Through the Life-Cycle
ALHS 4317	Theoretical and Clinical Aspects of Weight Management
ALHS 4324	Drugs and Health
ALHS 4333	Stress Management
HECC 4353	Program Organization and Administration

2 hours of electives approved by advisor

### 3. Educator Preparation Courses (24 hrs.)

#### Phase I

EDUC 1301	Introduction to the Teaching Profession
EPSY 3340	Educational Psychology: Adolescent Development & Learning

#### Phase II

KINE 4308	Adaptive Physical Education
EDUC 4320	Teaching Skills for the Secondary Teacher

#### Phase III

EDFB 4338	Literacy in the Content Area
PYED 4340	Teaching Methods in Physical Education

#### Phase IV

EDUC 4640	Student Teaching EC-12
EDUC 4057	Capstone Seminar

## Wellness B.A. with Optional Minor

### Total Semester Credit Hours = 120

The mission of the Bachelor of Arts Degree Program in Wellness is to prepare students for careers in corporate wellness, management of health and wellness programs, health coaching, sport or wellness journalism, or other related professions. A minor field can be selected to augment training and preparation in these or other specific areas.

To graduate with a Bachelor of Arts degree in Wellness, the student must:

1. complete the University's baccalaureate degree requirements;
2. complete the Departmental curriculum requirements (shown below); and
3. be awarded a grade of C or better in all courses used to meet degree requirements.

### Curriculum

#### University Core (42 hours)

Note that ALHS 1315 Introduction to Nutrition is required and can be used to meet the STEM requirement of the University core curriculum.

#### Departmental Lower-Division Requirements (18 hours)

ALHS 1300	Personal and Community Wellness
ALHS 1315	Introduction to Nutrition [TCCN: BIOL 1322]
ALHS 2301	Medical Terminology
KINE 2330	Fundamentals of Exercise Science
	Foreign Language (6 hours)

#### Wellness Core Courses (37 hours)

ALHS 3315	Nutrition Through the Life-Cycle
ALHS 3352	Consumer Health
ALHS 3360	Principles of Community and Public Health
ALHS 3362	Behavioral Health
ALHS 4317	Theoretical and Clinical Aspects of Weight Management
ALHS 4333	Stress Management
HECC 4333	Introduction to Biostatistics
HECC 4370	Internship
KINE 3303	Motor Development
KINE 3306	Fitness Assessment Skills

KINE 3331	Human Motor Control and Learning
KINE 3132	Human Motor Control and Learning Laboratory
KINE 4319	Aging and Physical Performance

**Additional Requirements**

23 hrs. of prescribed electives chosen with H&K advisor approval (Note that the electives total could be 26 or 29 hrs. if ALHS 1315 and/or a foreign language course are used to satisfy core requirements). A minimum of 5 hours of upper division courses must be included in the electives.

OR

Choose a minor (18 hrs. minimum) plus electives as necessary to reach 120 hrs. Electives must be approved by H&K advisor.

Choose from the following minors or meet with an H&K Advisor to discuss other minor options:

- Entrepreneurship
- Management
- Marketing
- Psychology
- Spanish
- Sports Communication
- Speech Communications

**Health Studies or Kinesiology Minor**

Health Sciences or Kinesiology may be chosen as a minor to satisfy certain baccalaureate degree programs with majors in other fields. The courses normally required for a minor in health sciences (18 hours) and a minor in kinesiology (18 hours plus eight semester hours of anatomy and physiology) are listed below. A student desiring to pursue a minor in health sciences with a major in psychology or nursing should see an adviser in Health and Kinesiology for an alternate curriculum prior to starting pursuit of the minor.

**Curriculum****Health Sciences Minor**

ALHS 3302	Human Diseases
ALHS 3362	Behavioral Health
ALHS 4304	Program Design and Evaluation
ALHS 4306	The Health Care Delivery System
HECC 4308	Ethics
HECC 4333	Introduction to Biostatistics

**Kinesiology Minor**

BIOL 2301	Anatomy and Physiology I [TCCN: BIOL 2301]
BIOL 2101	Anatomy and Physiology I Laboratory [TCCN: BIOL 2101]
BIOL 2302	Anatomy and Physiology II [TCCN: BIOL 2302]
BIOL 2102	Anatomy and Physiology II Laboratory [TCCN: BIOL 2102]
KINE 3306	Fitness Assessment Skills
KINE 3311	Physiology of Exercise
KINE 3112	Physiology of Exercise Laboratory
KINE 3331	Human Motor Control and Learning
KINE 3132	Human Motor Control and Learning Laboratory
KINE 3334	Biomechanics and Anatomical Kinesiology

KINE 3135	Biomechanics and Anatomical Kinesiology Laboratory
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Elective(s) approved by advisor (3 hrs.)

**School of Nursing****Dr. Barbara Haas, Executive Director and CNHS Associate Dean**

The School of Nursing offers the Bachelor of Science in Nursing (BSN) Degree. Upon successful completion of the BSN curriculum at the Tyler, Longview, or Palestine campus, graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

**Objectives**

The School's nursing graduates address the challenges of a dynamic health care delivery system by initiating resourceful solutions for health promotion, risk reduction, and disease management.

Based on the philosophy and mission statements of both the university and the School of Nursing, the following behaviors reflect expected outcomes (terminal objectives) for the nursing program.

Graduates of the baccalaureate nursing program should be able to:

1. Utilize basic organizational and system leadership to coordinate and assume accountability for quality patient care;
2. Synthesize nursing research findings with other relevant information from the scientific and humanistic disciplines to facilitate evidence-based practice;
3. Integrate the use of technology and information systems to facilitate delivery of comprehensive care;
4. Demonstrate basic knowledge of healthcare policy, finance, and regulatory environments;
5. Advocate for patient centered care through inter- and intra-professional collaboration to reflect human caring while providing care to diverse populations across the lifespan;
6. Integrate health promotion and disease prevention at the individual and population level to improve health outcomes;
7. Demonstrate professional values based on historical, moral, ethical, and legal aspects of nursing practice responding to global health needs;
8. Synthesize skills, knowledge and attitudes required to provide holistic, evidence-based patient-centered care to diverse populations across the health care continuum.

**Advisement and Counseling**

Pre-nursing students may schedule appointments with nursing advisors by calling 903-566-7320 or by accessing the following web site: <http://www.uttyler.edu/nursing/college/advising.php>. Students admitted to the nursing program may schedule appointments online at: [uttyler.campus.eab.com](http://uttyler.campus.eab.com)

**Prerequisites**

All students must complete the Texas core curriculum requirements and prerequisite nursing courses with a grade of "C" or better and a minimum GPA of 2.75 (4.0 basis) in order to be considered for admission. Prerequisite courses required for all BSN tracks include:

**Physical and Biological Sciences**

anatomy and physiology with laboratory 8 hours

chemistry with laboratory	4 hours
microbiology or bacteriology with laboratory	4 hours
nutrition	3 hours

### Social Sciences and Humanities

life span growth and development	3 hours
general (intro) psychology	3 hours

### Mathematics

math statistics	3 hours
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### Admission Policy

#### Full Admission

Students are considered for full admission to the undergraduate nursing program if all the Texas core curriculum requirements and the nursing prerequisite courses are completed with a minimum grade point average of 2.75, and all transcripts are on file in the Admissions Office.

#### Conditional Admission

Students are eligible for conditional admission to the undergraduate nursing program if there are no more than five (5) outstanding prerequisite courses required to complete the core curriculum and nursing prerequisites by the deadline, have a cumulative GPA of 2.75 on the core curriculum and nursing prerequisites and a minimum GPA of 2.75 on all nursing prerequisites.

#### Achievement Examinations

Achievement examinations will be administered throughout the nursing program. In addition to fulfilling the academic requirements of the university and the Nursing program, all students must take a comprehensive achievement examination in the final semester of the nursing program.

#### Expenses of the Nursing Program

In addition to general university tuition and fees, the student majoring in nursing assumes financial responsibility for payment of criminal background check, urine drug screen, uniforms, malpractice insurance, required immunizations and screenings, and clinical accessories. In the final semester of study the student is required to pay fees for the application to take the NCLEX-RN and the application for licensure. Go to [www.bon.state.tx.us](http://www.bon.state.tx.us) for information on current fee structure. The fee schedule for Pearson Vue, the testing center for the NCLEX-RN, is available at <https://www.ncsbn.org/2911.htm>.

Upon admission to the nursing program all students must submit evidence of the following: (1) current immunizations- MMR, hepatitis B series (3 injections), tetanus, diphtheria, pertussis (2) TB screening (updated on a yearly basis) (3) American Heart Association Healthcare Provider CPR, (4) professional liability insurance purchased through the College of Nursing and Health Sciences, (5) health insurance; and (6) criminal background check. Note: A criminal history may impede one's ability to take the national nursing licensure exam. If you have questions about eligibility, please contact a nursing advisor.

See this link for information about licensure eligibility: [https://www.bon.texas.gov/licensure\\_eligibility.asp](https://www.bon.texas.gov/licensure_eligibility.asp)

The student must also provide her/his own transportation to health care agencies. Driving distances will vary; clinical assignments will be based on availability of learning experiences.

### Nursing B.S.N.

#### Total Semester Credit Hours =120

Suggested Lower-Division Curriculum Flow

#### Core Curriculum Requirements and Nursing Prerequisites:

##### Freshman Year

##### First semester (13 hrs.)

CHEM 1305	Introductory Chemistry I [TCCN: CHEM 1305]
CHEM 1105	Introductory Chemistry I Laboratory [TCCN: CHEM 1105]
HIST 1301	United States History I [TCCN: HIST 1301]
POLS 2305	Introductory American Government [TCCN: GOVT 2305] Communication (Core, 3 hrs.)

CHEM 1305 and CHEM 1105: Required science courses must be taken in the sequence outlined above in order to fulfill the requirements.

##### Second semester (16 hrs.)

BIOL 2320	Introduction to Microbiology [TCCN: BIOL 2320]
BIOL 2120	Introduction to Microbiology Laboratory [TCCN: BIOL 2120]
HIST 1302	United States History II [TCCN: HIST 1302]
POLS 2306	Introductory Texas Politics [TCCN: GOVT 2306] Communication (Core, 3 hrs.) Life and Physical Sciences (Core, 3 hrs.)

BIOL 2320 and BIOL 2120: Required science courses must be taken in the sequence outlined above in order to fulfill the requirements.

##### Sophomore Year

##### First semester (16 hrs.)

BIOL 2301	Anatomy and Physiology I [TCCN: BIOL 2301]
BIOL 2101	Anatomy and Physiology I Laboratory [TCCN: BIOL 2101]
PSYC 1301	Introduction to Psychology [TCCN: PSYC 2301]
MATH 1342	Statistics [TCCN: MATH 1342] Human Expression (Core, 3 hrs.) Language, Philosophy and Culture (Core, 3 hrs.)

BIOL 2301 and BIOL 2101: Required science courses must be taken in the sequence outlined above in order to fulfill the requirements.

##### Second semester (16 hrs.)

BIOL 2302	Anatomy and Physiology II [TCCN: BIOL 2302]
BIOL 2102	Anatomy and Physiology II Laboratory [TCCN: BIOL 2102]

ALHS 3315	Nutrition Through the Life-Cycle
PSYC 2320	Lifespan Developmental Psychology [TCCN: PSYC 2314] Creative Arts (Core, 3 hrs.) Lower Division Elective

At this point, the student may apply for admission to the nursing program. Applicants accepted to the nursing program must follow the course sequence outlined below plus fulfill general baccalaureate degree requirements of UT Tyler. A minimum grade of "C" must be obtained in each required course.

## BSN Degree Requirements

### Junior Year

The following courses must be successfully completed prior to admission to the nursing program (5 hrs.):

NURS 3303	Pathophysiology of Acute Care
NURS 3205	Concepts in Professional Nursing

### Semester I (12 hrs.)

NURS 3307	Pharmacological Basis for Nursing
NURS 3310	Health Assessment
NURS 3603	Nursing Competencies

### Semester II (14 hrs.)

NURS 3333	Evidence-Based Decision Making
NURS 3611	Medical/Surgical Nursing I
NURS 3513	Psychiatric/Mental Health Nursing

### Senior Year

#### Semester III (15 hrs.)

NURS 4212	Gerontological Nursing
NURS 4632	Medical/Surgical Nursing II
NURS 4723	Family Health

#### Semester IV (13 hrs.)

NURS 4234	Issues in Professional Nursing
NURS 4501	Community Nursing
NURS 4631	Nursing Leadership and Management

## Accelerated BSN Curriculum

The Accelerated BSN track is designed for students who have a baccalaureate degree and wish to pursue a Bachelor of Science Degree in Nursing (BSN) in 16 months. The track is available on the Tyler campus with some clinical experiences offered in Longview. Admission is every spring. This highly competitive 16-month track is an intense program for motivated individuals who aspire to begin their professional career as soon as possible. The program is a fast-paced curriculum that requires on campus classes and clinical experiences in a variety of settings. Students must be able to attend full time.

UT Tyler students are exposed to a variety of structured and unstructured clinical experiences interacting with patient populations ranging in age from the newborn to the very aged. Graduates are prepared to take the National Licensure Certification Exam for Registered Nurses (INCLEX-RN) and to assume RN role responsibilities in any area of healthcare and to continue the study of nursing at the masters and doctoral levels.

Applicants must meet Texas core curriculum requirements and successfully complete all nursing pre-requisite courses with a grade of C or better. The minimum GPA requirement is 3.0 for the Texas core requirements and nursing prerequisites.

## Accelerated BSN Degree Requirements

### Spring Semester (8 hrs.)

NURS 3303	Pathophysiology of Acute Care
NURS 3307	Pharmacological Basis for Nursing
NURS 3205	Concepts in Professional Nursing

### Semester I Summer (9 hrs.)

NURS 3310	Health Assessment
NURS 3603	Nursing Competencies

### Semester II Fall (14 hrs.)

NURS 3333	Evidence-Based Decision Making
NURS 3611	Medical/Surgical Nursing I
NURS 3513	Psychiatric/Mental Health Nursing

### Semester III Spring (15 hrs.)

NURS 4212	Gerontological Nursing
NURS 4632	Medical/Surgical Nursing II
NURS 4723	Family Health

### Semester IV Summer (13 hrs.)

NURS 4234	Issues in Professional Nursing
NURS 4501	Community Nursing
NURS 4631	Nursing Leadership and Management

## RN-BSN Track: Baccalaureate Degree in Nursing

### RN Option

The RN-BSN track is designed for registered nurses (ADN or diploma) as an alternative and accelerated educational program for the baccalaureate degree. The curriculum is constructed to augment prior learning and professional experiences of the RN. The program is offered totally on-line to allow the RN the opportunity to attend school while still working. Clinical experiences in RNBS 4601 and RNBS 4631 are structured to enhance previous learning and develop higher levels of critical thinking as a BSN prepared registered nurse.

The curriculum flow is designed for the RN to complete the degree requirements in 12 months of full time study (2 regular academic semesters and 1 summer). Part time study is an option for those who cannot take a full semester of course work. All the RN-BSN courses are web based and offered every semester.

The RN enrolled in the RN-BSN track is awarded 30 SCH of advanced placement credit with successful completion of all requirements. For the RN seeking to graduate with honors, an additional 15 SCH must be taken in order to meet the University requirement of completing 45 SCH at UT Tyler to graduate with honors (see graduation with honors requirements). If the RN applicant wishes to transfer a nursing course from another university that is equivalent to those required at UT Tyler, they must notify the pre-nursing advisor and consideration will be made as to course equivalency.

### Requirements

All Registered Nurses in the RN-BSN track must have a current, active license in the state in which they reside and practice in order to be eligible to complete the required curriculum. Applicants must meet Texas core curriculum requirements. Upon admission to the nursing program all students must submit evidence of the following: (1) current immunizations- MMR, hepatitis B series (3 injections), tetanus, diphtheria, pertussis (2) TB screening (updated on a yearly basis) (3) American Heart Association Healthcare Provider CPR, (4)



professional liability insurance purchased through the College of Nursing and Health Sciences, and (5) health insurance.

**Semester I (10 hrs.)**

RNBS 3303 Pathophysiology  
RNBS 3312 Health Assessment for Registered Nurses  
RNBS 3415 Professional Development for the RN

**Semester II (12 hrs.)**

RNBS 3333 Evidence-Based Decision Making  
(EBDM)  
RNBS 4312 Gerontological Nursing  
RNBS 4631 Nursing Leadership and Management

**Semester III (8 hrs.)**

RNBS 4234 Issues in Professional Practice  
RNBS 4601 Community and Population Focused  
Nursing

# UNIVERSITY COLLEGE

## Mission

The mission of the University College is directly aligned with The University of Texas at Tyler's mission and commitment to student success. The University College fosters student success through transformative curriculum, innovative technologies, and personalized academic support. The University College consists of the Department of Academic Success, the Office of Degree Completion, the Office of Digital Learning, and the Office of Pre-College Learning.

## Department of Academic Success

Ashley Bill, Executive Director

The UT Tyler Office of Academic Success offers programs and services that are designed to improve individual performance and academic achievement through quality academic advising and peer tutoring programs. These Academic Success programs and services exist primarily to provide academic advising to freshman and sophomore level students and academic support to undergraduate students enrolled in freshman, sophomore and junior level courses.

### Academic Advising

The University Advising Center (UAC) team is dedicated to providing data, resources, leadership, and professional development to all professional academic advisors, faculty advisors, and college/departmental administration to ensure valuable academic advising is an institutional priority. The UAC is committed to creating an advising community that unifies academic departments and colleges and supports all undergraduate advisors, and through them, all undergraduate students. The UAC, through ongoing campus collaboration and partnership, will provide recommendation that advances the field of academic advising at UT Tyler. For additional information, contact the University Advising Center at 903-565-5718 or visit us on-line at <http://www.uttyler.edu/advising>.

### Academic Support

The UT Tyler Office of Academic Support provides numerous support programs designed to enable UT Tyler students to be successful in their college careers. Our goal is to make available the tools and resources for students to become independent learners.

### **Supplemental Instruction (SI)**

Supplemental Instruction (SI) is a series of weekly peer-assisted study sessions designed to support students in courses which have consistently proven to be difficult (high failure and withdrawal rates). Many freshman and sophomore level classes, especially in the math and science areas, are among those supported through SI. The weekly study sessions are guided by an SI leader who is a current UT Tyler student and who has previously been successful in the class he/she is supporting. These leaders are given extensive training to be able to lead effective study sessions for the students they serve. The goal of every session is to focus not only on what students need to learn but

also on learning the study skills that are necessary to succeed. UT Tyler students who participate regularly in SI have higher grades and course completion rates than those who do not participate. SI is a free service to UT Tyler students. Please visit us at [www.uttyler.edu/si](http://www.uttyler.edu/si) to see our complete listing of available sessions as well as the meeting days and times. For questions, please call 903-565-5549.

### **PASS Tutoring Center**

The PASS (Patriot Academic Success Services) Tutoring Center is a free walk-in tutoring center, with an individual appointment option, for current UT Tyler students. It is located in the Muntz Library, room 401. The walk-in hours are Monday – Thursday 12PM-10PM, Friday from 11AM-4PM and Sunday 4PM-8PM. The hours for the PASS tutoring center are posted on our website each semester ([www.uttyler.edu/tutoring](http://www.uttyler.edu/tutoring)). Here students have access to the times when tutoring for specific subjects is available. The subject areas and courses are chosen because of their historically high failure and withdrawal rates at UT Tyler. For questions, please call 903-565-5964.

### **PASSages Program**

The PASSages program is designed to help students achieve academic success. Students enrolling with ACT/SAT scores and high school rankings below UT Tyler's published admission criteria, and/or students enrolling as 'liable' or 'not satisfied' according to published state standards for TSI compliance, will be required to participate in the PASSages (Patriot Academic Success Services) program during their first semester of enrollment.

The program consists of three main components: (1) weekly seminars, (2) appointments with an Academic Advisor, and (3) a maximum course load of 12 hours. The seminar portion of PASSages is designed to provide valuable tools to aid in student success. It is a non-credit course and is considered a required part of the weekly schedule. The PASSages seminar will take priority when planning semester schedules.

If, for some reason, a student fails to get enrolled in a PASSages seminar during their initial registration appointment, they will be automatically placed in the appropriate support program's associated course at the university's discretion. Students in this situation will be notified through Patriot email of this addition to their schedule. Failure to participate in the required program may result in additional registration and enrollment restrictions.

### **Mentoring and Advising Patriots for Success (MAPS)**

Probationary or suspended students who are first-time freshmen will be required to participate and must enroll in an academic support program such as Mentoring and Advising Patriots for Success in the following semester. Failure to participate in the required program(s) may result in additional registration and enrollment restrictions. First-time freshmen will need to consult with their advisor to plan an

appropriate support program and to determine the steps necessary for compliance. A student who fails to comply by the deadline will be enrolled in the appropriate support program's associated course at the university's discretion and will receive notification via Patriot email.

## Office of Pre-College Programs

The Office of Pre-College programs houses the PACE Program (Partners in Academic Concurrent Enrollment) at The University of Texas at Tyler. The PACE Program allows students the opportunity to earn dual credit for core academic courses that will transfer to all public institutions in Texas as well as many out-of-state institutions. The PACE Program partners with high schools across the state by offering college courses in a variety of formats to meet the needs of administrators, teachers, and students.

The PACE Program at The University of Texas at Tyler can offer dual credit courses in a variety of formats, including:

1. **High School Campus:** A credentialed high school instructor teaches the course on the high school campus and serves as the Instructor of Record.
2. **High School Campus:** A UT Tyler faculty member teaches the course on the high school campus and serves as the Instructor of Record.
3. **UT Tyler Campus:** A UT Tyler faculty member serves as the Instructor of Record on UT Tyler's campus and students are responsible for reporting to the location for class meetings.
4. **Online Dual Credit:** Online hybrid dual credit course with UT Tyler faculty as the Instructor of Record and high school teacher as facilitator/coach to provide support and discipline for students.

To be eligible for admissions to UT Tyler's PACE Program, an applicant must attend or be accepted to an approved partnering high school. All official documents must be sent directly from the high school before a student can register for courses.

- Completed application (application fee is waived for PACE students)
- Official High School Transcript
- Official college or university transcript of all schools attended
- Official proof of qualifying Texas Success Initiative (TSI) standards. Student must be TSI complete, exempt or eligible in Math, Reading OR Writing depending on UT Tyler specific course requirements and prerequisites. This can be met through qualifying tests or by taking the TSI assessment and providing official scores.
- Complete the PACE Program request for courses

### Available Courses

The PACE Program aims to provide quality university courses which fulfill Texas Core Curriculum Requirements. Courses are currently available for consideration in the following academic areas:

- History
- Literature and Language
- Government
- Social/Behavioral Science
- Creative Arts
- Life and Physical Sciences
- Component Area Option Courses

In addition, certain Engineering courses are offered as concurrent enrollment at Project Lead the Way certified high schools.

## Office of Digital Learning

The Office of Digital Learning supports the University's mission of being nationally recognized for its high quality education by working closely with faculty to maximize their teaching effectiveness regardless of mode of instructional delivery. The spirit of quality and service guide the department as we assist faculty in the design and delivery of courses as well as producing high quality materials and resources for use in online, hybrid, and face to face formats.

The office provides an ongoing faculty development program for course design, course delivery and teaching effectiveness through workshops, individual consultations, production services, and online education. Support services are also made available to distant learners and faculty to assist in providing a quality education. Support includes instructional design for all course formats, technological support for digital tools and platforms, learning management systems administration, and academic videos.

The office coordinates the production, maintenance, updates, and revision of Digital Success Toolkits in 27 supported courses pursuant to the UT System Quantum Leap OnCourse grant. PATSS programs and courses are also supported through the Office of Digital Learning.

## Office of Degree Completion

The Office of Degree Completion contributes to the University's mission of expanding educational attainment across East Texas and beyond through increased accessibility, strategic partnerships, and innovative student support services.

### GTF Scholars Grant (Fall 2018 – Fall 2022)

Forty Early College High School Graduates will be selected each Fall semester to be a part of the GTF Scholars program. Acceptance into this program provides scholars with opportunities and resources to facilitate personal growth, receive individualized academic and mentoring support, and cultivate community and campus connections while earning their 4-year degree at UT Tyler.

Students chosen for the GTF Scholars program will receive a scholarship from the Greater Texas Foundation and will become members of the GTFS Leadership Academy. The purpose of the Greater Texas Foundation Scholars Leadership Academy at the University of Texas at Tyler is to engage and empower members of the GTFS Program to become Leaders and agents of change in a diverse and ever-changing society. Membership in this group includes participation in a first-semester Student Success Seminar, faculty/staff mentorship, and peer mentorship.

Applicants to the GTF Scholars Program must meet specific criteria, which includes:

- Be a graduate of a Texas Early College High School
- Have a minimum of 50 college credit hours
- Be a Texas resident

- Have been admitted as a freshmen to UT Tyler for the respective Fall semester
- Intend on earning a baccalaureate degree from UT Tyler
- Apply for the FAFSA by the Priority Deadline (March 15th)
- Have a cumulative GPA of 2.5 for college hours completed

Students can apply via this link: [GTF Scholars application](#)

The scholarship deadline is March 29th.

## Bachelor of Applied Arts and Sciences

### Description

The Bachelor of Applied Arts and Sciences degree completion program was designed specifically for nontraditional transfer students looking to finish their 4-year degree in an academic environment that recognizes the importance of balancing family, work, and other commitments. The flexible degree plan utilizes transfer credit from community colleges and other universities to provide a more efficient route to completing a bachelor's degree that builds on completed courses. This unique program also allows students to apply college-level learning acquired through work experience to their degree plan through a process called Prior Learning Assessment.

### Eligibility Requirements for the BAAS

Acceptance to UT Tyler does not equate to admission into the BAAS degree program. Students must have a minimum of 60 applicable college credit hours acquired and must submit a supplemental essay outlining why the BAAS program is the appropriate choice for his/her academic and professional goals.

Ordinarily, a student currently enrolled in another program at UT Tyler may not change his/her major to the BAAS. However, a recommendation to pursue the BAAS by a student's home college may be made on behalf of the student. Academic Affairs will review these recommendations and grant approval as appropriate.

### Degree Requirements

#### Core Curriculum

Forty-two (42) semester credit hours of University Core Curriculum requirements. (See the Core Curriculum requirements section of this catalog.)

#### BAAS Electives

Students may transfer up to 45 credit hours to satisfy this degree requirement. For those students with less than 45 transferrable elective hours, upper division electives, chosen with advisor guidance, may be taken in-residence at UT Tyler to fulfill this degree requirement.

#### Professional Core

A collection of courses based on 21st century job skills that seek to develop students into desirable candidates for a wide variety of high-demand careers. This curriculum was designed to refine sought after soft skills that today's employers have found increasingly important. Students will take the following 18 credit hours to fulfill this requirement.

MANA 4385 Strategic Leadership

PSYC 3335 Diversity & Social Justice  
 PHIL 3344 Ethical Leadership  
 PSYC 3320 Interpersonal and Small Group Interaction

ALHS 3370 Health & Wellness

ECON 3302 Economic and Financial Literacy

#### Thematic Concentrations

Students have the opportunity to tailor their degree to their specific academic and professional goals by completing a 15 credit hour concentration of their choosing.

#### Business Occupations

The Business Occupations thematic concentration, offered by the Soules College of Business, is designed to provide general business knowledge for individuals interested in business careers. This thematic concentration can be used by anyone holding an AAS degree in business or related area.

Advising: [CBTAdvising@uttyler.edu](mailto:CBTAdvising@uttyler.edu)

MANA 3311 Fundamentals of Management  
 MANA 3320 Human Resource Management  
 MANA 3315 Organizational Behavior  
 HRD 4301 SUPERVISION  
 HRD 3306 Team Building

#### General Studies

The General Studies thematic concentration, offered by the College of Arts and Sciences, is well-suited for students interested in obtaining knowledge across a variety of different disciplines. It is strongly recommended that students work with an advisor to ensure that course selection is intentional and focused.

Advising: [CASAAdvising@uttyler.edu](mailto:CASAAdvising@uttyler.edu)

#### Healthcare Management

The Healthcare Management thematic concentration, offered by the College of Nursing and Health Sciences, is designed to provide knowledge important for individuals interested in a career in healthcare management. This thematic concentration can be used by anyone holding an AAS degree in a health-related or business area.

Advising: [HKAdvising@uttyler.edu](mailto:HKAdvising@uttyler.edu)

MANA 3311 Fundamentals of Management  
 MANA 3320 Human Resource Management  
 ALHS 3352 Consumer Health  
 ALHS 3360 Principles of Community and Public Health  
 ALHS 4306 The Health Care Delivery System

#### Health Studies

The Health Studies thematic concentration, offered by the College of Nursing and Health Sciences, is designed to provide certified occupational therapy assistants (COTA) with necessary prerequisite courses for entry into Master of Occupational Therapy programs. This thematic concentration can be used by anyone holding an AAS degree in a health-related area to complete the BAAS degree in preparation for graduate professional programs.

Advising: [HKAdvising@uttyler.edu](mailto:HKAdvising@uttyler.edu)  
 PSYC 4353 Developmental Psychology

PSYC 4311	Abnormal Psychology
ALHS 3352	Consumer Health
ALHS 3360	Principles of Community and Public Health
ALHS 4306	The Health Care Delivery System

**Human Behavior**

Advising: Psychology@uttyler.edu

PSYC 4353	Developmental Psychology
PSYC 4311	Abnormal Psychology
PSYC 4341	Personality Theory
PSYC 3310	Health Psychology
PSYC 3315	Positive Psychology

**Prior Learning Assessment**

Upper-division credit not to exceed 3 hours may be granted to individuals submitting evidence of relevant work experience in an area of technical expertise or for an approved internship. Evidence of this experience must be submitted to BAAS student's advisor within six months of initial enrollment and requires a cover letter and resume.

**Capstone**

Each BAAS student will be required to enroll in a zero-credit Capstone course during his or her last semester of the program. This Capstone course will require students to complete a culminating project or experience that synthesizes and applies the knowledge acquired through the content gained in students' concentration area.

**Additional Degree Requirements**

- Students must complete a minimum of 120 semester credit hours, of which 33 must be upper division. The 33 upper division hours requirement is an exception to item 3 of the General Degree Requirements policy, and applies only to the BAAS program; any BAAS students who change majors to another program must follow the standard minimum requirement detailed in that policy.
- Students may not earn more than 30 hours of academic credit from the Soules College of Business.
- Students must earn a C or better in all Professional Core courses.
- Students must maintain a minimum of a 2.0 GPA to be eligible for graduation.

NOTE: BAAS students under the 2015-2016 through 2017-2018 catalog years may complete the general studies thematic concentration within their home college.

# BEN AND MAYTEE FISCH COLLEGE OF PHARMACY

## Dr. Lane J. Brunner, Dean

The Ben and Maytee Fisch College of Pharmacy (FCOP) is a new college within The University of Texas at Tyler. The College enrolled its first class of students in fall 2015. Students who graduate from the FCOP will earn a doctor of pharmacy degree that qualifies them to sit for the national licensure examinations. Those who successfully pass the licensure examinations are qualified to work as a pharmacist.

## Vision and Mission

Our vision is to be the preeminent college of pharmacy that fosters leaders in pharmacy practice, education, scholarship, and public service to care for rural and other underserved populations. We reach towards this vision through our mission of advancing public health and wellness in East Texas and beyond through innovation and collaboration in pharmacy education, scholarship and advocacy.

## Core Values

The faculty and staff of the FCOP embrace specific core values as part of our academic and professional culture. We use these core values to guide how we interact with all current and future stakeholders including students, practitioners, faculty, and staff, develop didactic and experiential learning components of the curriculum, and engage the professional and lay communities. These core values are:

- Integrity – honesty, fairness, and respect for individual worth
- Optimism – supportive, positive, and hopeful
- Curiosity – inquisition, investigation, and discovery of the possible
- Accountability – transparency, responsibility, and commitment
- Leadership – inspiration, collaboration, and advocacy
- Initiative – purpose, innovation, and lifelong learning
- Development – growth, maturity, and cultivation.

## Doctor of Pharmacy Degree

The FCOP offers a four-year professional doctorate degree program, the doctor of pharmacy degree (Pharm.D.). The first three professional years of the program are primarily based in the classroom and laboratories on campus at UT Tyler. The fourth professional year is comprised of in-depth practice experiences where students learn at pharmacy practice locations with community practitioners and faculty members.

## Team-Based Learning

The FCOP uses a different approach to classroom teaching from the methods most students have encountered. Rather than having courses taught using traditional lectures, pharmacy students actively engage in their learning by spending classroom time solving problems as part of a team. Students come to the classroom prepared to work on cases

related to the pharmacy profession and solve those using critical thinking and communication skills. This method of teaching and learning greatly enhances comprehension and application of the content. More information about team-based learning can be found on the FCOP website at:

<http://uttyler.edu/pharmacy/about/learning.php>.

## Accreditation Status

Information on the FCOP accreditation status is available at: <https://www.uttyler.edu/pharmacy/about/accreditation.php>.

## Pharm.D. Curriculum

The FCOP Pharm.D. curriculum is a combination of classroom (including the foundational and clinical sciences), laboratories, and experiential learning. The curriculum has recently been revised and is described below. The students currently in the program follow their original curriculum (Classes of 2019 and 2020) or a modified curriculum (Class of 2021). The Class of 2018-2022 curricula are available at:

<https://www.uttyler.edu/pharmacy/admissions/curriculum.php>.

## Pharm.D. Curriculum (Starting Fall 2018)

### Didactic Courses

The Pharm.D. Curriculum is organized into fall and spring semesters. Globally, the course content in the first year focuses on the foundational sciences. The second and third years of the curriculum focus on the clinical sciences, social and behavioral sciences, pharmacy law, and elective coursework. Each of the required courses in the didactic portion of the curriculum is taught using team-based learning. Laboratories, elective, and experiential coursework may include other teaching methods.

### Introductory Pharmacy Practice Experiences

Included throughout the first and second years of the curriculum are the Introductory Pharmacy Practice Experiences (IPPEs). During IPPEs, students apply the knowledge gained in the classroom, laboratories, and model pharmacy settings to direct patient care in a healthcare setting. During the IPPEs, students are under the direct supervision of a preceptor. All students must be licensed as a pharmacy intern/intern trainee to participate in the IPPE courses.

### Advanced Pharmacy Practice Experiences

The fourth professional year includes the Advanced Pharmacy Practice Experiences (APPE), which are completed over a 12-month period. Course numbering corresponds to the semester and session the course is taken rather than specific content. There are a minimum of four required APPE rotations and two elective rotations. Elective APPEs may be completed a variety of practice settings and specialty areas such as psychiatry, transplant, nuclear pharmacy, academia, and

managed care. The potential topics are as diverse as the interests of the preceptor/faculty offering the APPE rotation. The APPE rotations are developed and monitored by the FCOP Office of Experiential Education.

### Pharm.D. Program Learning Outcomes

The Pharm.D. curriculum is designed to develop 15 key skills and characteristics necessary for FCOP graduates to enter into the profession and practice at the highest level of their credentials. These Program Learning Outcomes influence the development of curricular, co-curricular, and extracurricular activities within FCOP:

1. Foundational knowledge: Integrate and apply scientific, social-behavioral, and clinical knowledge to make therapeutic decisions and recommendations.
2. Patient-centered care: Develop individualized patient health-care plans.
3. Medication use systems management: Manage medication use systems to improve healthcare outcomes.
4. Health and wellness: Promote health and wellness strategies to prevent and manage chronic diseases.
5. Population-based care: Integrate population-based data into the development of healthcare plans.
6. Problem solving: Identify and resolve medication-related problems.
7. Education: Provide education about pharmacological and non-pharmacological therapies.
8. Patient advocacy: Advocate for health-care needs on individual and population-based levels.
9. Interprofessional collaboration: Collaborate in decision making as part of a healthcare team.
10. Cultural sensitivity: Incorporate the traditions of diverse cultural groups into individual and community-based care.
11. Communication: Communicate clearly on a level appropriate for the intended audience.
12. Self-awareness: Identify areas for self-improvement and incorporate constructive feedback into personal and professional development.
13. Leadership: Motivate teams to work towards shared goals.
14. Innovation and entrepreneurship: Develop new ideas to improve patient care and advance the profession.
15. Professionalism: Demonstrate respect for all members of the community.

## Policies for the Fisch College of Pharmacy

Only students admitted to the Pharm.D. program may take classes within the Fisch College of Pharmacy.

### Admission Standards for the Pharm.D. Program

The Pharm.D. program begins each fall semester and continues for a total of four academic years. At this time, students may only enter the program as a first-year student, i.e. students cannot be admitted and start as a second, third, or fourth year student.

The admission standards for the Pharm.D. program differ from those for other graduate programs. The FCOP uses a whole-file review process when making admissions decisions. The review primarily focuses on whether a student is a good fit for the profession, the

FCOP, and the University. This evaluation includes, but is not limited to: past academic record, prior experience in pharmacy or other healthcare fields, volunteer activities, letters of recommendation, writing skills, the Pharmacy College Admissions Test (PCAT), and admission interviews assessments. Residency status (e.g. in-state vs. out-of-state applicants) is not considered in admissions decisions.

All application materials must be submitted through PharmCAS or as directed by the FCOP Office of Student Affairs. Letters of recommendations or other materials received outside of the official application process (e.g. unsolicited letters of recommendations) will be kept in a separate file and not considered in the application process. The Associate Dean of Student Affairs may, when needed, contact the applicant regarding the information received outside of the formal application process.

The submission of documents in support of applications for admission and fellowships such as transcripts, diplomas, test scores, references, essays, or the applications themselves, that are forged, fraudulent, altered from the original, plagiarized, materially incomplete, obtained under false pretenses, or otherwise deceptive (collectively referred to as fraudulent documents) is prohibited by UT Tyler and may be punishable by: a bar on applying for admission, fellowships, suspension, and/or expulsion. Students who submit fraudulent documents are not eligible to reapply.

### Application Process

Students applying to the FCOP may begin applying for admissions the summer before their anticipated year of entry into the Pharm.D. program. To apply for the program, the following items must be met by the published deadline:

1. Satisfy the minimum requirements to apply;
2. Complete the Pharmacy College Admission test;
3. Complete the PharmCAS application;
4. Submit three letters of recommendations;
5. Submit official copies of all transcripts;
6. Complete the supplemental FCOP application located within PharmCAS; and
7. Submit the supplemental application fee (\$75).

To be considered for admission, all of the above requirements and an on-site interview must be completed. Prerequisite coursework must be able to be completed by the May 31 immediately preceding entry into the program or the date designated by the FCOP Office of Student Affairs.

Applicants to the FCOP must be eligible for admission to UT Tyler. For example, students barred from applying to UT Tyler or who are ineligible for readmission to UT Tyler will not be considered for admission to the FCOP.

**Pharmacy College Admission Test (PCAT):** Information on registering for the PCAT, exam dates, and content information is available at [www.pcatweb.info](http://www.pcatweb.info).

**PharmCAS Application:** Applicants must apply through PharmCAS at [www.pharmacas.org](http://www.pharmacas.org). Applicants should review the FCOP PharmCAS profile and the FCOP website for specific instructions on completing this application.

**Letters of Recommendation:** Letters should be requested from individuals who know the applicant professionally or academically such as employers, faculty advisors, health care professionals, pharmacists, pre-health advisors, professors (math or science), and/or supervisors. Letters from pharmacists or supervisors are strongly encouraged. Letters from family and/or friends are not accepted. Committee letters and composite letters of reference are also not accepted.

**Transcripts:** Applicants should submit official transcripts through PharmCAS or as directed by the FCOP Office of Student Affairs. Applicants completing coursework at a foreign institution (including Canada) are required to submit a Foreign Transcript Evaluation Report (FTER) as part of their application. A list of approved FTER providers is available on the FCOP website. The FTER may be submitted through PharmCAS or directly to the FCOP. All foreign transcripts must be evaluated by an approved FTER service provider regardless of date completed or if coursework is being used to satisfy prerequisites. Students with foreign transcripts are encouraged to submit their FTERs well ahead of the posted deadline to allow for the additional time needed to review the FTER.

Transcripts from unaccredited colleges and/or universities will not be considered in the admissions process.

**Supplemental Application:** The supplemental application is specific to the FCOP. This application includes specific questions not included on the PharmCAS application and must be submitted by the posted deadline.

**Supplemental Application Fee (\$75):** The FCOP Office of Student Affairs will request applicants to submit this fee after the PharmCAS application and Supplemental Application have been submitted and processed. When the review process has been completed, applicants will receive an email requesting payment of the supplemental fee. The deadline for this fee is specific to each applicant.

All application materials must be submitted through PharmCAS or as directed by the FCOP Office of Student Affairs. Letters of recommendations or other materials received outside of the official application process (e.g. unsolicited letters of recommendations) will be kept in a separate file and not considered in the application process. The Associate Dean of Student Affairs may, when needed, contact the applicant regarding the information received outside of the formal application process.

### Minimum Requirements to Apply

Applicants must meet the minimum requirements in order to apply to the Pharm.D. program. Exemptions to these requirements are not available.

- GPA (total) = 2.5 or above.
- GPA (science/math) = 2.5 or above.
- GPA (prerequisite) = See below.
  - All prerequisites must be completed with a grade of "C" or higher.
  - All prerequisite coursework must be completed by the published deadline or as designated by the FCOP Office of Student Affairs.
- PCAT (composite) score = No minimum score.

- The PCAT is optional if the applicant's science/math GPA combined is 3.0 or higher.
- The PCAT must be taken within 3 years of applying.
- Able to meet the Professional Technical Standards for Admission, Matriculation, and Graduation. **Grade Point Average (GPA) Calculations:** In the FCOP, all college coursework, including courses completed at foreign institutions and dual-credit will be included in the GPA calculations. Cumulative and science/math GPA are calculated using a four-point scale (e.g. A: 4 points per semester hour). Grades with pluses or minuses are converted to the corresponding A, B, C or D letter grades. Failing course grades, e.g. "F", withdraw failing (WF), and no credit (NC), will be calculated as an "F". For repeated courses, both the original grade(s) and repeated grade(s) are included. Coursework from unaccredited colleges and/or universities within the US will not be included in GPA calculations. All other GPA calculations follow the rules outlined by PharmCAS.

**Academic Fresh Start:** If a candidate has been granted an "Academic Fresh Start" (Texas Education Code, § 51.931), those credits and related grades will not be included in the GPA calculations. Please note, courses included in the Academic Fresh Start may not be used to satisfy program prerequisites.

**Prerequisite Coursework:** Prerequisite or pre-pharmacy coursework provides a solid foundation for the Pharm.D. curriculum and a well-rounded general education. The Accreditation Council for Pharmacy Education recommends chemistry, biology, mathematics, information and communication technologies, physical sciences, and general education courses as a foundation for the Pharm.D. curriculum (ACPE 2011, Standard 17.1).

Prerequisite courses include:

- General Chemistry I & Lab (4SCH): CHEM (1311 & 1111) or 1411;
- General Chemistry II & Lab (4 SCH): CHEM (1312 & 1112) or 1412;
- Organic Chemistry I & Lab (4 SCH): CHEM (2323 & 2223) or 2423; or UT Tyler CHEM 3342 & 3143;
- Organic Chemistry II & Lab (4 SCH): CHEM (2325 & 2225) or 2425; or UT Tyler CHEM 3344 & 3145;
- Biology I & Lab (4 SCH): BIOL (1306 & 1106) or 1406;
- Biology II & Lab (4 SCH): BIOL (1307 & 1107) or 1407;
- Microbiology & Lab (4 SCH): BIOL (2320 & 2120) or 2420; or BIOL (2321 & 2121) or 2421; or UT Tyler BIOL 4300 & 4101;
- Anatomy/Physiology I & Lab\* (4 SCH): BIOL (2301 & 2101) or 2401;
- Anatomy/Physiology II & Lab\* (4 SCH): BIOL (2302 & 2102) or 2402;
  - In lieu of the combination of Anatomy and Physiology I and II, separate Anatomy & Lab (4 SCH) and Physiology & Lab (4 SCH) courses may be taken.
- Speech (3 SCH): SPCH 1311, 1315, 1318, or 1321; or UT Tyler SPCM 1311, 1315, 2318, or 3321;
- Macro or Microeconomics (3 SCH): ECON 2301 or 2302;
- Calculus I (3-4 SCH): MATH 1325, 1425, 2413, or 2313For courses not included in the TCCNS, please contact the FCOP Office of Student Affairs or visit the FCOP webpage for equivalent course listings.

All prerequisite courses are required to be completed at a grade of "C" or higher. If a lower grade is achieved and the course is retaken



the prerequisite is considered complete if the subsequent grade is a "C" or higher.

Prerequisites may be completed by Advanced Placement (AP), College-Level Examination Program (CLEP), and the International Baccalaureate Program (IB). A specific score is required to receive credit; exam options and required scores are provided by the UT Tyler Office of the Registrar.

Several prerequisite courses (organic chemistry, biology, microbiology, anatomy & physiology, and all accompanying labs) must be completed within seven years of entering the Pharm.D. program.

If a prerequisite is being repeated to satisfy admission requirements, e.g. retaking a course to obtain a "C" grade or higher or repeating a course taken more than seven years ago, the applicant should check with their college and/or university review any restrictions regarding enrollment and/or financial aid. Applicants requiring documentation that retaking a course is required as part of the admission requirements should contact the FCOP Student Affairs Office.

Prerequisites must be completed by May 31 immediately preceding entry into the program; e.g. for fall 2019, prerequisites must be completed by May 31, 2019. Students may petition the FCOP Office of Student Affairs to take prerequisites in the summer. Requests are reviewed on a case-by-case basis to ensure that they may be feasibly completed within the timeframe specified.

**PCAT Information:** The FCOP requires that the PCAT be completed within three years of applying to the program, (e.g. between June 2015 and Jan 31, 2019 for fall 2019). All PCAT scores completed in this timeframe will be reviewed. PCAT scores taken after January 31 and up until the start of the program will also be reviewed but cannot be used as the only PCAT attempt on record. The PCAT may be taken more than once. Note: If college level science/math GPA is 3.0 or above, then it is the applicant's choice to share either all or none of their PCAT scores to the Admissions Committee.

**Exemption Requests:** Applicants requesting an exemption to the prerequisites or other requirements must submit an Exemption Request form that is available through the FCOP Office of Student Affairs.

**Professional Technical Standards for Admission, Matriculation, and Graduation:** The standards are established by the FCOP and are based on the physical and mental attributes required of students to function competently as a pharmacist upon graduation.

**Pharmacy or Healthcare Experience:** Experience in a healthcare-related or pharmacy setting is not required to apply to the Pharm.D. program. However, some pharmacy or healthcare experience is strongly encouraged.

**Texas Core Curriculum:** The Texas Core Curriculum describes the general education requirements required of all students receiving a Bachelor's Degree at a public university in Texas. The Texas Core Curriculum includes courses such as history, government, fine arts, the sciences, communication, and mathematics. Many of the pharmacy prerequisite courses will also satisfy the math and science requirements.

Applicants who have/will have a Bachelor's Degree before entering the program are exempt from this requirement. The Texas Core Curriculum is required for both in-state and out-of-state residents.

The FCOP recommends the Texas Core Curriculum be completed prior to starting the program. However, students may take up to 12 semester credit hours during the first two years of the program. These courses are restricted to the following categories: (40) Language, Philosophy, and Culture, (50) Creative Arts, (60) American History, and (70) Government/Political Science. If courses need to be taken during the program, it is recommended that these classes be completed during the first and/or second summer semester. This will allow students to concentrate on the Pharm.D. curriculum during the fall and spring semesters. All other Texas Core Curriculum courses must be completed prior to entering the Pharm.D. program.

All applicants who are required to complete the Texas Core Curriculum must either (1) complete the Texas Core Curriculum prior to entering the program or (2) complete the Texas Core Curriculum at another college (e.g. during the summer) and submit those transcripts to UT Tyler. Once a student has started the Pharm.D. program, they must meet the UT Tyler-specific Texas Core Curriculum. All pharmacy students must be core complete by the start of the third professional year. For those students completing their Texas Core Curriculum at another institution, UT Tyler will only consider this complete if documented on the official transcript.

Students are responsible for tuition and fees associated with the Texas Core Curriculum courses.

### **Professional Technical Standards for Admission, Matriculation, and Graduation**

The Accreditation Council for Pharmacy Education (ACPE 2011) recommends that the "Professional Technical Standards for Admissions are established by the university, college, or school based on the physical and mental attributes required of students to be able to function competently as a pharmacist upon graduation."

Therefore, the FCOP at UT Tyler has established the following attributes for admission, matriculation, and graduation:

**Observation:** The student needs to be able to use their sense of vision to observe 1) demonstrations and experiments in both large and small group settings, 2) a patient accurately at a distance and at close range. Sight may be combined with other senses such as hearing, smell, and touch during the observation process.

**Communication:** The student needs adequate verbal communication (e.g. voice or adaptive voice equipment), reading, writing, and computer abilities to communicate 1) individually and in groups, 2) with patients and caregivers, 3) with other healthcare professionals, 4) with peers and instructors.

**Motor skills:** The student needs the physical ability and coordination to 1) participate in individual, small, and large group discussions, 2) perform basic physical and health assessment skills, and 3) perform pharmacy-related functions in the classroom, experiential, and service learning settings.

**Intellectual, conceptual, integrative and quantitative abilities:** The student needs the ability to 1) think quickly and in an organized

manner, 2) be alert and attentive to surroundings, 3) measure, analyze, and interpret data, 4) process information and apply learned information to new situations, and 5) exhibit reasonable judgment and ethical and professional decision making when in the classroom, experiential, and extracurricular settings.

**Behavioral and social attributes:** Students need the emotional, mental, and physical health to 1) demonstrate the attributes listed above, 2) adequately function during times of fluctuating workloads and stress, 3) adapt to different learning and healthcare environments, and 4) demonstrate compassion, integrity, and motivation required in the practice of pharmacy.

Students are required to affirm that they meet the Professional Technical Standards prior to matriculation into the program. Students with disabilities should possess these attributes either directly or through fair and reasonable accommodations. The UT Tyler Student Accessibility and Resources Office and the FCOP Office of Student Affairs can assist candidates who have questions or concerns regarding meeting these requirements.

Students enrolled in the Pharm.D. program are required to possess these attributes through all portions of the curriculum. Should a student's ability to demonstrate these attributes change, they should contact the FCOP Office of Student Affairs.

### Applicants with Accommodations or Disabilities

The UT Tyler Office of Accessibility and Resources assists students in reaching their educational, co-curricular, and social goals. Applicants for admission are welcome to contact their office and/or the FCOP regarding accommodations.

### International Applicants

International applicants are considered candidates who are not US citizens and not lawful permanent residents. International applicants may be considered for admission and may have additional requirements:

**Social Security Number (SSN):** The Texas State Board of Pharmacy (TSBP) requires all pharmacy students to submit a SSN when applying for their pharmacy intern/intern trainee license. SSNs are available to all US citizens, Lawful Permanent Residents, and aliens who are authorized to work in the US.

Additional information on obtaining a SSN as an international student is available through the Social Security Administration website ([www.socialsecurity.gov](http://www.socialsecurity.gov)) or by contacting the local Social Security Office. Since admitted students are required to obtain a pharmacy intern license before week 8 of the program, international applicants should begin the process of obtaining a SSN prior to being admitted into the program.

**US Work Authorization:** In order to obtain a SSN, the international applicant must be able to work within the US when the first professional year starts.

**F and J Visas:** Applicants with an F or J visa may be considered for admission to the Pharm.D. program. Applicants must also be eligible to work within the US and obtain a SSN. Applicants with other types of visas should contact the FCOP Office of Student Affairs for additional information.

**English Proficiency Testing:** International applicants may be required to submit an English proficiency assessment. If required, applicants may take the TOEFL, IELTS or PTE exams. The FCOP follows the UT Tyler Graduate International Student Admissions requirements for English proficiency assessments, the minimum scores required, and the list of exemptions for testing. English proficiency scores may be reported to PharmCAS, UT Tyler (TOEFL Code 6850), or to the FCOP directly. To be considered, scores must be within 2 years of entry into the program.

### Admission Interviews

The FCOP schedules interview dates throughout the academic year. This means that as applications are received, the Admissions Committee periodically reviews application files and invites candidates to an on-site interview.

The FCOP on-site interviews include Multiple Mini-Interviews (MMIs), a team-based learning session, a math and writing assignment, campus tour, and question/answer sessions with Dean Brunner and the Office of Student Affairs. Applicants are required to bring a photo ID (such as a driver's license or university ID) for registration purposes.

A Pre-Interview Open House is held the evening before the on-site interview. The evening is designed for candidates and their families to meet FCOP students, faculty, staff, and pharmacists from the community in an informal setting.

### Program Admission

The FCOP uses a rolling interviews process. After completing on-site interviews, the FCOP Admissions Committee determines the initial admission status for individual candidates. The most common type of admission is Conditional Admission which indicates that the candidate must still complete several requirements including, but not limited to, (1) completion of all remaining prerequisites at grade of C or higher; (2) successful submission and review of urine drug test and criminal background check; and (3) submission of official transcripts. Applicants offered admission are required to accept or decline the offer within two (2) weeks or by the deadline established by the Office of Student Affairs. A seat deposit of \$200 is required to hold the applicant's place in the class. The seat deposit is not refundable; however it will be applied to the first semester's tuition for those students starting the program.

All applicants are required to complete a criminal background check and urine drug screen prior to being granted Full Admission Status. For additional information, refer to the Criminal Background Check and Drug Screening requirements.

All applicants accepting admission must attend the week-long orientation held immediately prior to the start of the fall semester. The dates for orientation will be posted on the FCOP annually.

The FCOP recognizes three categories of admission at the doctor of pharmacy level: Full Admission, Provisional Admission, and Deferred Admission.

### Full Admission

Full Admission status indicates that the candidate has fulfilled all of the following requirements:

- Met the admission standards established for the degree program.
- Submitted official transcripts or foreign transcript evaluation reports for all colleges or universities attended.
- Completed all prerequisite courses at grade of “C” or higher.
- Submitted acceptable urine drug test and criminal background check.

### Provisional Admission

Provisional Admission may be granted to applicants who have submitted all required materials but who do not yet meet the standards for Full Admission. Candidates accepted for admission will typically be offered Provisional Admission and then move to full admission.

International applicants on an F-1 or J-1 visa may only be offered Provisional Admission status only if the applicant meets all of the requirements for full admission with the exception of submitting final transcripts.

### Deferred Admission

Deferred Admission describes the process when an applicant has been offered admission, but needs to delay starting the program until the next academic year. Requests for Deferred Admission are only considered for significant extenuating circumstances and are submitted to the FCOP Office of Student Affairs.

### Revoking Admission

An offer of admission may be revoked for reasons that include, but are not limited to: 1) failure to respond to an admission offer or submit the seat deposit within the time frame specified; 2) failure to satisfy criminal background check and/or urine drug screening requirements; 3) failure to maintain Minimum Requirements to Apply to the FCOP including GPA/grade requirements and the ability to meet the Professional Technical Standards for Admission, Matriculation and Graduation; 4) falsification and misrepresentation of admissions related requirements; or 5) ineligible for admittance to UT Tyler.

Questions regarding the admissions process and admission decisions should be directed to the FCOP Office of Student Affairs. This office can provide information to the applicants regarding the admission decision and when possible, areas to strengthen if the student desires to reapply to the program. Please note, due to the competitive nature of the admissions process, qualified applications may not be offered admission due to space limitations within the program.

### Admission Denial Appeal Process

Applicants denied admission may appeal the decision in writing to the FCOP Dean within 14 calendar days of the date on the denial letter. The FCOP Dean, or designee, shall have 10 calendar days to respond in writing to the appeal. Since professional programs are capacity limited, further appeals are not available.

Appeals must be received prior to the term for which the applicant is seeking admission. If there is insufficient time to complete the appeal process before the beginning of the term for which the applicant seeks admission, the admission year may be moved to the next academic year so their case may be reviewed.

### Readmission

Students dismissed from the Pharm.D. program who desire to re-enter must reapply to the program and resubmit all required application materials.

## Academic Calendar for the Fisch College of Pharmacy

The FCOP academic calendar is available at <http://www.uttyler.edu/pharmacy/>.

## Academic Honors for the Fisch College of Pharmacy

### President’s Honor Roll

Pharm.D. students are not eligible for the President’s Honor Roll.

### Dean’s List

In order to qualify for the FCOP Dean’s List, a Pharm.D. student must complete at least 6 or more semester credit hours in the awarding semester with grade point average of at least 3.75. Only those courses within the Pharm.D. curriculum or approved as a pharmacy elective are considered in the grade point average calculations.

### Graduation Honors

The Fisch College of Pharmacy bestows academic honors to Pharm.D. students graduating with a GPA is 3.5 or above. Only those courses within the Pharm.D. curriculum or approved as a pharmacy elective are considered in the grade point average calculations.

Summa Cum Laude	3.90 to 4.00
Magna Cum Laude	3.70 to 3.89
Cum Laude	3.50 to 3.69

## Academic Progression Standards for the Fisch College of Pharmacy

### Academic Alerts

An academic alert describes a situation wherein a student’s academic performance within a course falls below a certain minimum level. An alert may be issued based on a quantifiable assessment (e.g., exam grade or a cumulative iRAT score) or be based on observation of behavior, such as concerns about a student’s participation in the team environment or absenteeism in excess of the FCOP policy.

The purpose of the academic alert is to serve as an “early warning system” and to support the student’s success. The alert is designed to allow a student to be referred for academic support at any point during the semester. Students on academic alert are notified and must improve their grades or performance during the course. If they do not improve their grades by the end of the semester, they are at risk for being placed on FCOP Academic Probation.

When an academic alert is issued, the following procedure is followed:

- Academic performance is reviewed weekly by the Office of Academic Affairs.
- Students will be notified of an Academic Alert by the Office of Academic Affairs when academic performance in a required or elective course falls below 70%.
- An Academic Alert is given in reference to a specific required or elective course.
- The student's academic advisor shall also receive notice of an Academic Alert.
- If the student receives an Academic Alert more than once in the same semester, the student will meet with his/her faculty advisor and Assistant/Associate Dean for Academic Affairs to discuss the reasons for the student's unsatisfactory academic performance and develop a plan for improvement.
- If the student receives multiple Academic Alerts for two contiguous semesters, the student shall meet with their faculty advisor and Assistant/Associate Dean for Academic Affairs who shall counsel the student regarding their academic program of study.

### Course Remediation Policy

The Fisch College of Pharmacy (FCOP) is dedicated to achieving academic excellence. Students who do not pass required courses, may be afforded the opportunity of participating in a remedial process designed to further their academic competency. Consequently, the primary goal of remediation is to assist the student in correcting deficits in knowledge, skills, attitudes, and behavior beyond the standard course curriculum. Academic remediation should not be viewed as insurance for students who fail a course. Remediation is a privilege and is available for eligible students who have received a D or F grade in up to two required courses in the same academic year and no more than two required courses during the three didactic years, but are otherwise progressing satisfactorily within the program. This student remediation policy is intended for FCOP didactic courses only.

The objective of the remediation process allows any student who earns a final course grade of D or F in a course to be reassessed on the content of that course.

**Exclusions:** All experiential courses (IPPE, APPE), elective courses and courses taught outside the College of Pharmacy are excluded from this policy. The Course Remediation Policy does not apply to students who are enrolled in 8-week fall or spring sessions (i.e. courses offered within the Class of 2020 third professional year). These courses follow the Course Reassessment Policy.

**Process:** Students who do not pass (D or F grade) up to two courses in the same academic year or up to two courses during the three didactic academic years may have an opportunity to remediate the course or courses. To qualify for remediation students cannot be on academic probation. Students who remediate must have demonstrated regular attendance and fulfilled the terms of all academic alerts and academic watches. It is the sole responsibility of the student to demonstrate participation in these activities to the FCOP Associate Dean of Academic Affairs to qualify for course remediation.

Remediation will be provided in the form of self-directed, independent study followed by a comprehensive reassessment of the

course content. The independent study format will be outlined by the student and the course coordinator. The remediation and subsequent reassessment are not mandates placed on the student, but may be utilized by students who meet the aforementioned criteria for remediation of a course.

- The Course Coordinator will notify the student and the FCOP Office of Academic Affairs when a student's final course grade is a D or F. Notification will occur within 24 hours of the grades being posted to the learning management system. Students must request intent to employ the remediation policy within 7 days following grade notification.
- If the final course grade is D or F, a student may remediate the course.
- Students will be required to take a cumulative course assessment following notification of course grade and prior to the next semester on a date and time determined by the course coordinator, but not to exceed 3 weeks after the previous semester and prior to the start of the next semester.
- Students are expected to attend all didactic classes in the following semester until a final grade is submitted.
- No more than one remediation assessment will be allowed per course during the three didactic years.
- No more than a total of two reassessments will be granted during the three didactic years, with no more than two reassessments granted per semester.
- If the student originally earned a D in the course and passes the reassessment with  $\geq 70\%$ , then a grade of 70% (C) shall replace the summative course grade and will serve as the final grade for the course.
- If the student originally earned an F in the course and passes the reassessment with  $\geq 70\%$ , then a grade of 65% (D) shall replace the summative course grade and will serve as the final grade for the course.
- If the student fails the reassessment with  $< 70\%$ , then the original summative course grade stands and the student will follow the progression policy.
- The student's pre-remediation grade will be submitted to the registrar and a grade change form will be submitted pending successful completion of the remediation and reassessment ( $\geq 70\%$ ).

### Course Reassessment Policy

The Course Reassessment Policy applies only to the Class of 2020 third professional year courses. The purpose of the FCOP Course Reassessment Policy is to provide guidelines and procedures to reassess course content. The remediation process allows any student who earns a final course grade of "D" in a FCOP course to be reassessed on the content of that course. This policy only applies to the Integrated Pharmacy, Pharmacy Practice Skills Laboratory, and FCOP elective courses. The Course Reassessment Policy only applies to students who are enrolled in 8-week fall or spring sessions. The Course Reassessment Policy does not apply to students enrolled in semester-based courses, IPPE rotations, or APPE rotations.

This reassessment policy is not a mandate placed on the student, but may be utilized by students who meet the aforementioned criteria for reassessment of a course.

- The Course Coordinator will notify the student and the Office of Academic Affairs when a student's final course grade is a "D". Notification will occur within 24 hours of the grades being posted to the learning management system.

- If the final course grade is “D”, a student may take a cumulative reassessment for the course.
- If the course grade is “F”, the student must follow the progression policy and no remediation exam will be granted.
- Students will be required to take a cumulative course reassessment within 7 calendar days following notification, on a date and time determined by the course coordinator.
- Students are expected to attend all classes in the following session until a final grade from the reassessed than one remediation assessment will be allowed per course during the three didactic years.
- No more than a total of two reassessments will be granted during the three didactic years.
- If the student passes the reassessment with a 70% or higher, then a grade of 70% (C) shall replace the weighted individual summative grade and will serve as the final grade for the course.
- If the student fails the reassessment with less than 70%, then the original weighted individual summative grade stands and the student will follow the progression policy.
- This remediation policy does not apply to courses taught outside the FCOP.
- The Course Coordinator in consultation with faculty teaching in the course will develop the format of the exam.
- The student must sign a reassessment agreement, which will include the following information:
  - a. Disclaimer: By engaging in this course reassessment, you are waiving your right to appeal the original final grade earned in this course.
  - b. The method by which the student’s competency will be assessed (e.g. multiple choice, oral exam)
  - c. The timeline in which the assessment and grading will occur is determined by the course coordinator.
  - d. Signatures from both the student and the course coordinator affirming the reassessment plan

### Academic Standing

The policies outlined in this section are administered by the FCOP and apply only to FCOP students.

**Good Academic Standing:** The student has completed all of the courses in the curriculum up to that point with no more than one letter grade of ‘D’ and a cumulative professional GPA of 2.0 or higher;

**Academic Watch:** The student has earned one letter grade of ‘D’, but does not have a cumulative professional GPA of 2.0 or higher. A student on Academic Watch may continue taking courses necessary to progress normally through the college’s professional curriculum. A student on Academic Watch cannot begin Advanced Pharmacy Practice Experiences (APPEs).

**Academic Probation:** The student has multiple grades of less than ‘C’ which indicates a lack of understanding of fundamental concepts and indicates inadequate academic progression. Students who have earned (a) two ‘D’ grades; (b) one ‘F’ grade; or (c) one ‘D’ plus one ‘F’ grade will be placed on Academic Probation.

**Dismissed or Dismissal:** A student has not met the College’s progression or professional behavior standards and is no longer matriculated. Students who have accumulation of three ‘D’ grades or lower; or two ‘F’ grades are subject to Academic Dismissal.

## Unsatisfactory Academic Standing

Unsatisfactory Academic Standing includes, but is not limited to:

- Academic Watch;
- Academic Probation; and
- Academic Dismissal. A student who is placed on either Academic Watch or Academic Probation is not permitted to withdraw or drop pharmacy classes unless approved to do so by the Professional and Academic Standards Committee (PASC) in conjunction with the Office of Academic Affairs and the student’s academic advisor.

**Implications of Unsatisfactory Academic Standing:** Students with unsatisfactory academic standing will have specific course and graduation restrictions. Students must be in good academic standing before beginning Advanced Pharmacy Practice Experiences (APPEs). A student who has completed the professional curriculum, but who does not attain a minimum 2.00 cumulative professional GPA in required and selective pharmacy courses while enrolled in the FCOP, shall not be considered for the Doctor of Pharmacy degree.

A student who is placed on either Academic Watch or Academic Probation is not permitted to withdraw or drop pharmacy classes unless approved to do so by the Professional and Academic Standards Committee (PASC) in conjunction with the FCOP Office of Academic Affairs and the student’s academic advisor.

**Returning to Good Academic Standing:** A student who is on Academic Watch or Academic Probation returns to Good Academic Standing when:

- Cumulative GPA returns to 2.0 or higher (Academic Watch); or
- Previous D and F coursework is successfully repeated at a grade of “C” or higher (Academic Probation).

## Academic Probation

Academic Probation from the FCOP places the student on a five-year schedule to complete the program. The program must be completed within five consecutive years of the date of the first day the student begins the program. Students unable to complete the program in five years or less because of inadequate academic progression or any other reason shall be dismissed.

A student on Academic Probation will:

- be limited only to the necessary minimum number of course hours required for that session;
- not be permitted to seek or hold office(s) in any student organization;
- be subject to policies, procedures, and regulations of the University and FCOP Student Handbooks in place at the time of the reinstatement;
- repeat all of the courses where a letter grade of ‘D’ or less was earned, including the first occurrence. Students may repeat a course only one time. Students placed on Academic Probation must earn a letter grade of ‘C’ or higher the next time a course is offered to be eligible for reinstatement to Good Academic Standing status. Failure to earn a letter grade of ‘C’ or higher on a repeated course shall result in Dismissal from the program.

## Academic Dismissal

A student will be dismissed from the FCOP if any of the following conditions exist and the PASC determines that dismissal is warranted:

- Failure to meet the terms of Academic Probation;
- Conduct subject to dismissal as described in the University and/or College Academic Honesty/Honor Code section(s) of the Student Handbook; and/or
- Failure to complete the degree requirements in five (5) consecutive academic years from the date of the first day the student begins the program.

### Progression Policy Appeal Process

All petitions and appeals to the FCOP's progression policies must be submitted in writing to the Professional and Academic Standards Committee (PASC). Each student is responsible for submitting his/her own petition. In many instances, the petition must be accompanied by written documentation (e.g., a letter from a physician documenting chronic illness, copy of a court order, etc.). Failure to provide such documentation may constitute grounds for denial of a petition. Students must consult with their faculty advisors regarding the proper procedure before submitting the initial appeal. Failure to consult the faculty advisor may be sufficient reason to deny convening the committee to hear the appeal.

Any subsequent appeal of a PASC decision shall be treated as a new petition. In the subsequent appeal, the student must submit further evidence of increased hardship or changed conditions for it to be considered.

**Appeal of Academic Probation:** There is no appeal process for to be removed from Academic Probation. The student may appeal to the PASC regarding the terms of the Academic Probation. All PASC appeals must be submitted within 14 calendar days of notification of academic status.

**Appeal of Dismissal:** Students dismissed from the Pharm.D. program may appeal the decision to dismiss to the FCOP Dean. The appeal must be in writing and submitted within 14 calendar days of notification of dismissal. The Dean will render a decision in writing within 30 calendar days of receipt of the formal written appeal. The Dean's decision is final.

### Accommodations

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychological disabilities. Students with a disability, including non-visible a diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or a history of modifications or accommodations in a previous educational environment are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact the student when their application has been submitted and an appointment with Cynthia Lowery, Assistant Director Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Please note: Students with disabilities must register with the Student Accessibility and Resources office to receive accommodations under ADA(AA) provisions. Students are encouraged to submit application for services 3 weeks prior to need so that eligibility, notification of instructor, possible exam scheduling, and other accommodations can be effectively coordinated. Once approved, exams should be scheduled no less than three (3) days prior to test date.

Students receiving accommodations through the SAR office are required to notify each course coordinator for each session. Accommodations do not automatically transfer between course coordinator or between sessions. Pharmacy courses may have an assessments (iRATs) scheduled on the first day of the course, therefore, students are recommended to start the accommodation process well in advance of the start of the semester or session.

### Adding/Dropping Courses

The FCOP follows the UT Tyler requirements for adding and dropping courses. Students are encouraged to talk with their faculty advisor prior to adding or dropping coursework.

### Attendance and Availability

FCOP students must reserve 8 a.m. to 5 p.m. each weekday during the academic year for course and FCOP events. Specific courses and FCOP events may be scheduled in the evenings and on weekends. These events will be communicated to FCOP students and/or posted in the course syllabi.

### Auditing

FCOP students may audit other pharmacy courses if approved by the FCOP Office of Academic Affairs. The process for Pharm.D. students to audit courses follows the same procedures and carries the same audit fees described in the Graduate School Policies. Students are financially responsible for any audit fees associated with these courses.

UT Tyler undergraduates and graduate students may not audit courses offered within the FCOP.

### Catalog Year

In order to graduate, a student must fulfill catalog requirements in effect at the time of admission; however, all candidates must complete the curriculum in its entirety.

### Change of Program

If a student desires to change from the Pharm.D. program to another undergraduate or graduate program, the student should consult with the UT Tyler Undergraduate Admissions and/or the Graduate Admissions Office.

### Continuous Quality Improvement

#### Course and Instructor Evaluations

As a component institution of The University of Texas System, UT Tyler is committed to maintaining a standard of excellence in all of its programs, departments and colleges. A program for course and instructor evaluation is integral to the assessment and improvement of the college's educational function. A comprehensive course and instructor evaluation is a multistep process with multiple intended outcomes.

Student course and instructor evaluations are conducted online every session and/or semester as required by the policies and procedures of UT Tyler. The Office of the Director of Institutional Analysis coordinates course and instructor evaluations conducted through myUTTyler. The University has a required set of questions that are asked about every class at the University. Faculty have the right to ask additional questions separate from the University's required questions that may provide additional information the instructor finds more useful for improvement of their own course or the questions may be better suited to alternative pedagogies (e.g., team-based learning [TBL]).

### **Pharmacist Licensing Exam Results**

As part of the FCOP's continuous quality improvement process, students will be asked to release a copy of their licensing exam results, e.g. the North American Pharmacist Licensure Examination (NAPLEX) and Multistate Pharmacy Jurisprudence Examination (MJPE).

## **Complaints and Judicial Process**

### **Discrimination Complaints**

Please see the Complaints and Grievances Process in the Student Success section of this catalog.

### **Accreditation-Related Complaints**

Complaints regarding the FCOP, as it relates to the Accreditation Council for Pharmacy Education (ACPE) standards, policies, or procedures, may be reported to ACPE at [www.acpe-accredit.org/complaints/](http://www.acpe-accredit.org/complaints/).

### **Fisch College of Pharmacy-Related Complaints**

For complaints unrelated to the ACPE standards, policies, or procedures, the FCOP's administration encourages communication of these concerns to contact the FCOP. If the concern involves a pharmacy course, the student is encouraged to discuss the concern and/or resolve the issue with the following individuals, in order:

- Instructor
- Course Coordinator
- Division Chair (for that course coordinator)
- Assistant/Associate Dean for Experiential Education (for IPPE, APPE) or Assistant/Associate Dean for Academic Affairs

If the concern does not involve a course, the student is encouraged to bring concerns to the appropriate FCOP Assistant or Associate Dean:

- Assistant/Associate Dean for Academic Affairs
- Assistant/Associate Dean for Experiential Education
- Assistant/Associate Dean for Student Affairs

If the above communications do not resolve the student's concern, the student may contact the FCOP Dean.

FCOP students are also encouraged to seek guidance from their faculty advisor regarding concerns and for questions regarding the complaint process.

### **Professional and Academic Standards Committee**

The FCOP Professional and Academic Standards Committee (PASC) acts on all petitions concerning internal matters within the FCOP regarding academic matters, including, but not limited to: academic probation, academic dismissal, retroactive course withdrawal, and experiential program placements. Students may submit a PASC appeal within 14 calendar days of receiving an academic notification. Student appeals of PASC decisions may be submitted in writing to the Dean within 14 calendar days of the date of the PASC notification to the student. A formal response to the appeal will be sent within 30 calendar days of receiving the appeal.

### **Office of Judicial Affairs**

The University's Office of Judicial Affairs manages violations of the student Code of Conduct policies, violations of Residence Life policies, and scholastic dishonesty. Students are encouraged to seek guidance from the FCOP Office for Academic Affairs in all matters concerning University petitions.

## **Course Attendance**

The attendance policies for didactic (classroom and laboratory) courses vary. The specific policies for each course are outlined in the syllabi, including the management and approval process for excused absences. The attendance policy for the pharmacy practice experiences are outlined in the IPPE and APPE manuals.

### **Excused Absence for Religious Holy Days**

Please see the Excused Absence for Religious Holy Days (p. 167) in the Graduate School section of this catalog.

### **Excused Absence for Active Military Service**

Please see the Excused Absence for Active Military Service (p. 167) in the Graduate School section of this catalog.

### **Inclement Weather**

University closure due to Inclement Weather will be posted on the main UT Tyler web page. The FCOP IPPE and APPE rotation sites may or may not be closed, therefore the inclement weather closures do not apply to experiential rotations. Additional information on inclement weather and experiential courses is provided in the FCOP Experiential Manual.

## **Course Enrollments**

The FCOP reserves the right to cancel a scheduled course upon evidence of inadequate enrollment.

## Criminal Background Checks and Drug Screening

A criminal background check and drug screen is required of all students offered admission to the FCOP. Admission to the FCOP is contingent upon results of these evaluations. When applicable, an international background check may be required. A review committee, led by the FCOP Office of Student Affairs, reviews positive results from criminal background check and/or drug screens and make a determination on a case-by-case basis.

During the Pharm.D. curriculum, background checks and drug screens will be repeated annually. Background checks and/or drug screens may be required randomly at any time during the program. The committee will review positive results from criminal background check and/or drug screens and make a determination on a case-by-case basis.

Enrolled students, as part of the obligations of being a licensed pharmacy intern/intern trainee, are required to disclose any criminal convictions and deferred adjudication community supervisions or deferred dispositions to the Texas State Board of Pharmacy. Matriculated students are also required to report these events and arrests that may affect licensure to the FCOP Office of Student Affairs and FCOP Office of Experiential Education within 10 calendar days (misdemeanors) and 2 calendar days (felonies) of the event. Traffic violations do not need to be reported unless related to criminal behavior, substance use, and/or alcohol use.

Admission to the FCOP may be denied and matriculated students may receive sanctions (up to and including dismissal from the program) based on the results of the criminal background checks and/or drug screen. Examples of reasons for denial, sanctions, and/or dismissal include, but are not limited to: 1) positive criminal background check would affect the ability to become licensed, 2) failure to report criminal convictions/deferred adjudication/deferred dispositions to the Texas State Board of Pharmacy or the FCOP Office of Student Affairs and Experiential Education, or 3) positive drug screen. Failure to disclose a criminal offense or failure to disclose an offense in the timeframe indicated may be considered an Honor Code Violation and/or may delay or prevent participation in the experiential curriculum.

The Texas State Board of Pharmacy provides further information on criminal background checks and substance use. The National Association of Boards of Pharmacy (NABP) provides information regarding felony convictions and the ability to become licenses in a specific state.

## Email

The FCOP follows the UT Tyler Email Policy stating the official email communication method for students is their UT Tyler Patriot Email address.

FCOP students are strongly encouraged to check email twice a day and respond to emails within 24 business hours. Failure to check email cannot be the basis for missing deadlines or used as rationale for being unaware of information or official notifications.

## Grading System for the Fisch College of Pharmacy

A letter grade equal to or greater than a C is considered satisfactory performance (passing) for completion of a course. The breakdown for assignment of letter grades and grade points for each letter grade are as follows:

Grade	Percent Grade	Grade Points
A	90.0 to 100%	4
B	80.0 to 89.999%	3
C	70.0 to 79.999%	2
D	65 to 69.999%	1
F	Below 64.999%	0

Most courses use the traditional grading system, providing grades of A through F. However, grading may take other forms, including:

P/F	Pass/Fail – Passing work is a letter grade of 'C' and above. The FCOP P/F standard differs from the University's standard for passing (i.e., letter grade of 'D' or higher).
CR	Credit with semester credit hours awarded (See Credit/No Credit option policy)
NC	No-credit with no semester credit hours awarded (See Credit/No Credit option policy)
I	Indicates incomplete coursework (See incomplete policy)
W	Indicates withdrawal (See withdrawal policies)
*	A course subsequently repeated (see Repeating Courses and Grade Forgiveness Policies)
AU	Audit

Course components, weighing of assignments used to calculate course grades are outlined in each course syllabus.

### Incomplete Grade

Please see the Incomplete Policy in the Graduate Policies Section of this catalog.

## Graduation Guidelines and Procedures

### Graduation Requirements

Students are recommended and approved for the Pharm.D. degree by the UT Tyler FCOP Faculty. Approval is awarded provided that the student:

1. Has conducted oneself in an ethical, moral, professional, and lawful manner;
2. Has satisfactorily completed all of the FCOP curricular requirements in a timely fashion, not to exceed five (5) years from the date of initial enrollment (excluding any approved leave(s) of absence);
3. Has fulfilled all tuition and financial requirements and completed all necessary paperwork for FCOP;
4. Has a cumulative GPA in all professional courses of at least a 2.00 or higher; and
5. Follows the steps to apply for graduation on the Registrar's Office



website: [www.uttyler.edu/registrar/graduation/applying\\_for\\_graduation.php](http://www.uttyler.edu/registrar/graduation/applying_for_graduation.php)

## Health and Safety Requirements

### Basic Life Support (BLS) Certification

Students must maintain basic life support (BLS) certification to participate in experiential coursework.

### Concealed Handguns on Campus

Please see the Concealed Handguns on Campus Policy in the Undergraduate Policies Section of this catalog.

### Health and Safety Requirements

Bloodborne Pathogen Exposure Control Plan: The FCOP follows the UT Tyler Bloodborne Pathogen (BBP) Exposure Control Plan. Students who are not employees are not covered by the exposure control plan, but receive training on BBP prevention and control methods annually. In the event of a BBP exposure, students should notify their preceptor or faculty member immediately. Post-exposure follow up will normally be provided by the University Health Clinic. Costs for post-exposure follow up is ultimately the responsibility of the student and should usually be covered under their health insurance. The FCOP offers coverage for the cost associated with testing the source individual.

### Health Insurance Requirement

As a condition of enrollment, all Pharm.D. students must maintain and submit proof of personal health insurance coverage that includes effective date and renewal date. Personal health insurance covers illness and injury in classroom, laboratory situations, and experiential learning courses as well as any illness or injury that occurs while not on the UT Tyler campus or affiliated with a FCOP activity.

This requirement can be met by enrolling in the UT Tyler student health insurance plan or by presenting proof of insurance coverage through an alternative health insurance plan. The FCOP Office of Student Affairs tracks this information at the beginning of each academic year. Students who do not meet the deadline to submit proof of health insurance may have delays in starting their semester coursework and/or experiential activities. This may affect the student's ability to successfully complete the curriculum and delay on-time graduation.

### Immunization and Health Screening Requirements

Students are required to present evidence of tuberculosis screening and proof of immunizations by week 6 of their first semester enrollment in the FCOP. For those vaccines that involve more than one injection, the series must be started by week 6 in their first semester at the FCOP. In accordance with state law (e.g. Meningitis Policy SB 1107) and the Centers for Disease Control and Prevention ([www.cdc.gov](http://www.cdc.gov)), the following immunizations/health screening are required for all students enrolled in health-related courses that will involve direct patient contact in medical facilities:

- Influenza: proof of influenza vaccination required every fall semester; any type of influenza vaccine.
- Tetanus/diphtheria: proof of one Tdap "booster" with a Td following at least every 10 years.

- Varicella: proof of completing the 2-dose immunization series, serological immunity (blood test), or documentation of disease or diagnosis of either varicella or herpes zoster by a healthcare provider.
- Measles/Mumps/Rubella (MMR): proof of completing the 2-dose MMR series or serological immunity (blood test).
- Hepatitis B: proof of completing the 3-dose immunization series or serologic immunity (blood test).
- Tuberculin (TB) Screening: The frequency and type of tuberculin screening depends upon if this is initial testing and the duration of time between tests:
  - students receiving their first tuberculin screening or having their last tuberculin skin test (TST) more than 2 years ago, proof of a 2-step TST or a single blood assay (BAMT) test followed by an annual TST is required;
  - students with a TST within the previous 12 months, a single TST is required followed by an annual TST; and
  - for students with a positive TST, BAMT, or prior treatment for TB, proof of a negative chest x-ray is required (repeat x-rays are not required unless recommended by a healthcare provider).
- Meningitis Vaccine: Students younger than 22 years are required to present documentation of meningitis vaccination prior to being enrolled in Pharm.D. courses. Vaccinations and screenings are obtained at the student's expense. A student's health insurance may cover these services. Students who fail to submit documentation will not be permitted to participate in the direct patient care components of the Pharm.D. program.

Exclusions may be allowable on an individual basis for medical contraindications and pregnancy.

- Students with medical contraindications must submit written verification from a physician or Nurse Practitioner that the immunization required would be injurious to the health and well-being of the student or any member of the student's family or household. Unless a lifelong condition is specified, the verification is valid for only one year from the date signed by the healthcare professional.
- Pregnant females may be exempt from select immunizations. Students must present written documentation of a positive pregnancy test and written verification of immunizations that the student is exempt due to pregnancy.

Students are also required to report the following to the Office of Experiential Education within 48 hours:

- TB test conversion (test results changed from a negative TB test to a positive TB test) and/or
- Diagnosis of a personal infection with Pertussis, Measles, Mumps, Rubella, or Meningitis.

## Honor Code

All FCOP students are bound by two honor codes: the Honor Code for the University of Texas at Tyler and the Honor Code for the FCOP.

### Fisch College of Pharmacy Honor Code

The FCOP Honor Code is a formal code of conduct that emphasizes the four core principles of respect, honesty and integrity, legal and professional codes and standards, and professionalism and ethical behavior. All students, faculty, and staff are held responsible for behavior compliant with the Honor Code.

1. **Respect:** The FCOP is dedicated to teaching, scholarly activity, research, and service in a respectful manner. We display respectful attitudes, values, and behaviors in the classroom, at preceptor sites, and in the community. We encourage team work and respect for differing points of views of team members. We respect one another, our supporters, our colleagues, and our patients. We extend this respect to all persons, regardless of race, color, national origin, ancestry, citizenship, gender, gender identity, sexual orientation, age, religion, physical or mental disability, or veteran status. We promote good will amongst our diverse population and uphold the autonomy, dignity, and moral integrity of all persons. We respect the abilities, customs, beliefs, values, and opinions of others. As members of the pharmacy community, we promote the good of every patient in a caring, compassionate, and confidential manner, with respect to their right to privacy.

The following examples include, but are not limited to, acts that violate the respect principle of the Honor Code and will be subject to non-academic disciplinary action: slander, libel, or defamation (slander, libel, and defamation all involve lying) against the FCOP or a member of its community; a hate crime against any person; violations of patient or individual privacy; behaviors disruptive to the learning environment and/or disrespectful toward other students and faculty, including but not limited to classes begin on time and end at the scheduled time; arriving late or leaving early without prior permission from the instructor; arriving late or leaving early for breaks; unnecessary discussions with fellow students during classroom instruction that is disrespectful to the instructor whose purpose is to lead the learning environment and to other students who attend class to learn; unauthorized or unnecessary use of cell phones or beepers during class; performing activities which divert a student's attention from the class discussions or lecture, such as reading newspapers or magazines; using electronic devices for non-classroom related purposes, such as playing games, surfing the internet, reading email, or working on another class' homework; failure to allow or to discourage another student to fully express his or her opinion during class discussion; inadequate preparation for class or excessive class absences; making harassing or obscene comments or gestures, email or voice messages to other students, faculty, or staff members. Acts that violate the respect principle will be subject to non-academic disciplinary action if they occur on campus or are directed against the FCOP or a member of its community while off campus on a FCOP related matter.

2. **Honesty and Integrity:** The FCOP is dedicated to teaching, scholarly activity, research, and service with honesty and integrity. Pharmacists and pharmacy students have a duty to be truthful in professional and professional-patient relationships. We are committed to teaching, scholarly activity, and professional preparation in a team-based learning environment, in which all individuals are personally accountable and adhere to the tenets of honesty and integrity in the classroom and in the community. Cheating, plagiarism, and other forms of academic dishonesty are not tolerated. Individual work is to be based solely on the effort of the individual. Team work and professional relationships are to be based on the collaboration of all team members. All examinations, projects, and in or out of classroom assignments, whether individual or team-based, are expected to be performed and completed with the utmost degree of honesty and integrity.

The following examples include, but are not limited to, acts that violate the honesty and integrity principle of the Honor Code and will be subject to academic disciplinary action: cheating; plagiarism; claiming authorship of written material not so authored; claiming credit for research not so performed; claiming participation on a team project while not participating in the

project; handing in work as one's own that was completed as part of a team, any other form of academic dishonesty. Acts in violation of the honesty and integrity principle will be subject to academic or non-academic disciplinary action whether they occur on or off campus, depending upon the circumstances.

3. **Legal and Professional Standards:** The FCOP is dedicated to behavior that follows legal and professional standards in teaching, scholarly activity, research, and service. We comply with and adhere to all federal, state, and local laws and regulations and professional practice standards. Whenever appropriate, we seek advice and counsel to determine the right course of action and make the best decision on behalf of those who depend on us to do so.

The following examples include, but are not limited to, acts that violate the legal and professional codes and standards principles of the Honor Code and will be subject to academic or non-academic disciplinary action as appropriate: any behavior that violates federal, state or local laws such as assault, battery, stalking or other act of physical or non-physical violence against another person; lewd, obscene or indecent conduct on any College owned or controlled building or property; unauthorized manufacture, sale, possession or use of any substance that causes chemical dependence or impairment; hazing, harassment or retaliation; possession of a deadly weapon in violation of federal, state or local laws or university or college policies; theft or destruction of intellectual or physical property owned by or in the possession or control of the FCOP or a member of the its community; behavior that violates any College or formal affiliate policy or rule; pharmacy and health care related laws and regulations of the United States of America, State of Texas and the Texas Board of Pharmacy; violation of the written standards of practice of the preceptors and practice sites participating in the FCOP experiential education program. Acts in violation of the legal and professional codes and standards principle will be subject to non-academic disciplinary action whether they occur on or off campus.

4. **Professionalism and Ethical Behavior:** The FCOP is committed to providing teaching, scholarly activity, research and service in a professional manner. We display professional attitudes, values, and behaviors in the classroom, at preceptor sites, and in the community. We expect individual competence, performance, and accountability in a professional manner. We serve as positive advocates for our profession by striving for excellence in the performance of our duties. The core principles of professionalism require that we protect the health and autonomy of our patients and serve patient, community, and societal needs before our own. We encourage all to act ethically in developing and advocating a culture of consideration for codes of ethics, values, and moral convictions of those who could be affected by our decisions.

The following examples include, but are not limited to, acts that violate the professionalism principle of the Honor Code and will be subject to academic or non-academic disciplinary action as appropriate: any behavior which violates the APhA Code of Ethics (<http://www.pharmacist.com/code-ethics>) whether in a student-student, student-faculty, student pharmacist-patient, or student pharmacist-colleague relationship on campus or a practice environment. Acts in violation of the professionalism principle will be subject to non-academic disciplinary action whether they occur on or off campus.

5. **Non-Retaliation:** FCOP does not tolerate retaliation against individuals who report hateful, dishonest, illegal, unethical, unprofessional, or otherwise inappropriate acts. Anyone who retaliates against these individuals is in violation of the Honor

Code and is subject to disciplinary action up to and including dismissal from the College.

## Honor Code Violations

### UT Tyler Honor Code Violations:

Please see the Student Responsibilities Section in Student Success Section of this catalog.

Student conduct that violates both the UT Tyler Honor Code and the FCOP Honor Code may be assessed and managed simultaneously and/or additional sanctions may be imposed through the FCOP Honor Code Violation assessment process.

**Fisch College of Pharmacy Honor Code Violations:** Suspected academic violations of the honor code are communicated to the FCOP by submitting a copy of the Scholastic Dishonesty Report Form and, if applicable, the Scholastic Dishonesty Report to the FCOP Office of Academic Affairs.

Non-academic violations of the honor code (e.g. respect; honesty and integrity; legal and professional standards; and professionalism and ethical behavior) may be resolved between the faculty member and the student. Based upon the sanction imposed and are submitted to the FCOP Office of Academic Affairs.

When appropriate, information will be forwarded to the UT Tyler Office of Judicial Affairs and/or the college's PASC for adjudication.

**Sanctions:** The Manual of Policies and Procedures for Student Success Subchapter 8-500 includes a list of possible sanctions that may be imposed as part of the UT Tyler Judicial Process.

The PASC may impose sanctions or require additional sanctions following a violation of the college's honor code. These include, but are not limited to:

- additional course or non-course assignments (e.g. reflection paper, community service);
- admonition and/or restitution;
- informal and formal warnings;
- probation, suspension, or dismissal from the college;
- recommended probation, suspension, or dismissal from the university (requires a referral to the Office of Judicial Affairs);
- referral to appropriate outside legal (e.g., courts), regulatory (e.g., state boards of pharmacy) or professional authorities (e.g., counseling, Behavioral Intervention Team); and/or
- direct referral to the UT Tyler Office of Judicial Affairs.

A copy of all PASC sanctions will be sent to the Office of Judicial Affairs. For those students suspended or dismissed from the college or those referred to outside agencies, the violation will also be automatically referred to the Office of Judicial Affairs adjudications.

**Appeals:** Please see the Professional and Academic Standards Committee Section in the FCOP Section of this catalog.

**Professionalism Concerns:** Student conduct that does not violate the honor code, but is of concern may be reported through the Non-Academic Alert form available at [www.uttyler.edu/pharmacy/student-handbook/](http://www.uttyler.edu/pharmacy/student-handbook/). Examples of non-academic concerns include: dress code, professionalism, classroom behavior, absenteeism, tardiness, and ethical concerns.

## Leave of Absence

A student may request a Leave of Absence for academic and/or non-academic reasons. Examples of non-academic reasons include, but are not limited to: childbearing or adoption; personal illness; critical care of a family member; financial or job-related interruption; and military service. The Leave of Absence is approved for a specific time period and allows the student to return to the college without formally reapplying for admission to the College.

A condition of the Leave of Absence is that the student must complete their course of study in 5 years of less from the original date of matriculation into the program. Failure to successfully complete conditions listed within the Leave of Absence within the agreed upon timeframe will result in the student being placed on Academic Dismissal from the FCOP. Students requesting a Leave of Absence who are failing one or more course(s) need to obtain approval for the leave from the Professional and Academic Standards Committee (PASC). Students who request a leave of absence after the last day to withdraw from a course, will receive a "W" on their transcript unless a retroactive withdrawal has been approved by the PASC.

## Milestone and Capstone Exams

Milestone and/or capstone exams may be given as a comprehensive assessment of learning.

## Multi-Media Recordings and Photography

### Photography and Video Recording Consent

The college requests use of student-related photographs and/or video-recordings for external use, e.g. distribution of class composite photos, posting on the internet, publications, social media, etc. Permission for use can only be given by the student and the initial request occurs during the orientation process and remains into effect until the student is no longer enrolled in the Pharm.D. program or the permission is revoked by the student. Students can grant permission or revoke permission for photography and/or video-recordings at any time by contacting the FCOP Office of Student Affairs.

### Recording of Class Sessions

Class sessions may be recorded, if the student receives written permission from the course coordinator. This includes, but is not limited to, photographing or recording of material placed on white boards or overhead projections. Because of the interactive nature of team-based learning, class periods may not be recorded in lieu of attending class, unless specifically authorized by the FCOP Office of Academic Affairs (e.g., approved absence for professional meetings). The term recording includes all forms of multi-media recording on the University campus or affiliate locations and includes all classroom sessions.

### Reproduction of Class Sessions

Reproduction and/or distribution of class sessions by any means such as YouTube, podcasts, etc. of any class session presentations or material created for the purpose of class preparation or for class review are forbidden unless written authorization from the FCOP

Office of Academic Affairs and the creator is obtained at least seven (7) calendar days in advance.

## Pharmacy and Patient Care Experiences

The Pharm.D. curriculum includes pharmacy practice or patient care experiences starting in the first semester of the program. In addition to the FCOP policies and procedures, all students engaging in patient care must meet and maintain the following requirements:

1. Pharmacy Internship/Intern Trainee Licensure;
2. Respect and Protection of Protected Health Information;
3. Professional Liability Insurance Coverage; and
4. Standards for Professional Dress for Experiential Learning.

### Pharmacy Internship Requirements

All students are required to register with the Texas Board of Pharmacy (TSBP) as an intern trainee during their first year of the program. Applications and fingerprints should be sent to the Board of Pharmacy during the first two weeks of the program or before. After the first 30 hours of the program are completed, students are required to register with the Texas Board of Pharmacy as a pharmacist intern. Licensure must be completed prior to starting the second year, fall semester. Students are required to follow all Board of Pharmacy rules and regulations during their experiential learning experiences. Failure to obtain licensure may delay on time graduation.

Students must communicate any and all criminal offenses to the Texas State Board of Pharmacy as part of their pharmacy intern trainee/intern licensure. Failure to disclose offenses to the board may result in licensing delays and/or ability to become licensed. Criminal offenses must also be reported to the FCOP. Additional information, reporting, and reporting timelines are provided under Criminal Background Checks and Drug Screens.

### Protected Health Information (Patient Privacy)

The Health Insurance Portability and Accountability Act of 1996 protects the privacy of an individual's identifiable health information called Protected Health Information (PHI). Students may encounter patient- and caregiver-related information during classroom, laboratory, experiential, and extracurricular activities. Students, as a healthcare professionals, are obligated to respect any and all confidences revealed during any FCOP educational experiences including but not limited to, patient conditions, medical and pharmacy records, economic information and professional policies.

No information should be circulated or discussed outside the clinical realms of the learning experience or in any inappropriate manner during the experience. Disclosure of information or inappropriate discussion of information is also a violation of the patient's or preceptor's trust and can cause harmful consequences for the patient, their caregivers, or the experiential site. Situations involving breach of HIPAA and disclosure of PHI is illegal and any student who chooses to violate this policy will undergo severe consequences.

**HIPAA Training:** The FCOP will provide initial and annual HIPAA training as part of the curriculum for the pharmacy students. Students should maintain a copy of their HIPAA certification within their portfolio. Students may need to complete a clinical site-specific HIPAA training in addition to the FCOP course.

**Access to Confidential Information:** Students may have access to privileged information about a patient/caregiver's health and financial information, practice site information, and other information that is considered to be personal. Access to confidential subject information is permitted only on a need-to-know basis. Additionally, students are to keep all user log-in and passwords confidential when using any electronic device as well.

**Disclosure of Confidential Information:** HIPAA violations include, but are not limited to: disclosing patient information verbally or in writing (including email), unauthorized viewing of patient health information, talking about patient's private health information in a public venue, posting of protected health information on social media, and posting photographs of patients without their permission. HIPAA violations are reportable to the healthcare institution, the FCOP (as a violation of the FCOP Honor Code), and for potential legal action. Consequences for violations include, but are not limited to, failure of a course or course assignment, removal from a clinical practice site, expulsion from the FCOP, and/or legal penalties.

### Professional Liability Insurance Requirements

All FCOP students are covered by a medical professional liability insurance policy, offered for all medical profession students in the UT System. The insurance premium for this coverage is included as part of the tuition of all Pharm.D. students and is renewed annually. The insurance policy covers students and faculty during all FCOP organized experiential, professional student organization, and service learning activities while in the Pharm.D. program. The policy requires appropriate student supervision while providing patient care. Students can request verification of insurance from the FCOP Dean's Office. The insurance policy does not cover students at their place of employment. It is recommended that each pharmacy student maintain private professional liability insurance to cover their activities outside of the FCOP (e.g. employment).

### Student IPPE and APPE Placements

The FCOP Office of Experiential Education coordinates all pharmacy practice location assignments for students throughout the curriculum (professional years 1-4). The Office of Experiential Education strives hard to collaborate with students for site placement within the East Texas region and/or a location of the student's choice. However, there is NO guarantee that a student will be placed at a certain rotation site or a specific region. Site placement depends on many factors including but not limited to: site/preceptor selection criteria, site affiliation agreements, site offerings, licensure, number of student requests, etc. Students need to be aware that they may be asked to drive up to 2 hours for a practice experience, which is considered a reasonable and appropriate commute. It is the student's responsibility that reliable transportation is always available for introductory and advanced experiences throughout the FCOP curriculum.

### Standards for Professional Dress for Experiential Learning

All FCOP students are expected to adhere to the highest professional standards as outlined by the FCOP Student Handbook and Experiential Education Manual. Student pharmacists are representing themselves, their peers, and the FCOP. Their behavior and ethics directly effects the perception of a pharmacist and the practice of

pharmacy. All students should behave appropriately and dress in a professional manner at all times. The student must comply with all site specific professional dress codes, which generally is business casual. Each clinical site may have additional dress requirements. Students should check with their preceptor at least 2 weeks in advance of the rotation to become familiar with any special requirements or needs. If the professionalism policy is not followed, students may be sent home and an unexcused absence will be documented for the day.

1. All students must wear a neat, clean short white lab jacket with their College nametag for all experiential rotations. Long white laboratory coats should never be worn by pharmacy students in patient care settings unless directed by a preceptor.
2. Female students may wear knee-length or longer skirts, dresses, or dress slacks with appropriate business (close-toed) shoes. Low-or-moderate heeled shoes are appropriate per dress code policy.
3. Male students must wear dress slacks, dress shirts and ties, socks and appropriate business dress shoes.
4. Jeans, shorts, athletic shoes, flip-flops, T-shirts, hospital scrubs (unless indicated) are not appropriate or allowed.
5. All students must maintain good personal hygiene at all times. Nails should be kept clean and well-manicured and at a length not to interfere with duties of a pharmacist. Please keep in mind that many sites do not allow artificial nails, fingernail polish and/or make-up. Naturally-occurring hair color and style should be kept conservative and in a manner that represents a professional image. Cologne and perfume are not allowed. Additionally, earrings should be worn in a professional manner and limited to one to two per ear. No other body piercing, body modification and gauges should be visible. Additionally, tattoos should not be visible as well. Hats are not allowed.
6. Gum chewing will not be allowed during clinical activities.
7. All students will adhere to the site-specific policy regarding all tobacco products.

## Scholastic Load

The minimum credit hour load to be considered a full-time professional student in the FCOP is 12 semester hours in any semesters. The maximum credit hour load permitted is 18 semester hours during the fall and spring semesters (and 9-10 hours in each session) unless approved by the FCOP. The maximum summer semester credit hour load permitted is 12 credit hours.

Enrollment Status per Financial Aid regulations (minimum credits required):

	Full-Time	3/4 Time	Half-Time	Less than Half
Fall/Spring/Summer	12	9	6	5 or fewer

## Standards for Professional Dress and Classroom Behavior

FCOP Student pharmacists are expected to adhere to a professional dress code while at the FCOP and attending patient care events. Student pharmacists are representing themselves, their peers, the

FCOP, and the profession of pharmacy and should behave appropriately and dress in a professional manner at all times. Students reporting to the classroom or FCOP related activities in violation of established dress codes should expect to receive a verbal and/or written warning or asked to change clothes at the discretion of the faculty member. The student will not receive credit for classroom activities that occur during their absence. Violations will be reported to the FCOP Office of Academic Affairs.

Failure to comply with the Professional Dress and Classroom Behavior rules will be considered a violation Honor Code Policy and may result in disciplinary action. Students with concerns relating to the professional dress policy for cultural and/or religious reasons should contact the FCOP Office of Academic Affairs for guidance.

### Professional Dress and Classroom Behavior

The general requirements are outlined below for classroom (including exams/assessments) and FCOP activities.

1. **The general dress code for classroom activities is business casual.** Examples include: collared shirts, blouses, sweaters, slacks, khaki/chino pants, cropped/Capri length pants, or skirts/dresses. Clothing that is not allowed includes: jeans (any color), shorts, athletic wear, pajama wear/sweatpants, flip-flops, shoes with visible sections for each toe (e.g. vibrams), athletic shoes, and hospital scrubs (if required by the current IPPE/APPE). If scrubs are worn, these should be professional in color and size. No bare midriffs are allowed. Undergarments should be adequately covered by outer clothing and should not be visible through clothing. Clothing should not be provocative or contain obscene or offensive language/pictures. Hats and caps are not allowed during classroom activities.

Alternate dress, i.e. official FCOP scrubs, may be worn for approved activities. Several FCOP courses/activities, such as the compounding class sessions, physical assessment class sessions, and research lab experiences may have specific dress requirements. These requirements will be described in the course syllabi. For these situations, students may wear classroom dress or the official FCOP scrubs with closed-toed shoes; appropriate athletic shoes may be worn with scrubs. Students may maintain that level of dress for other classroom activities that day. The FCOP may approve casual dress days: On specific dates, students may be allowed to wear jeans and t-shirts. However, clothing should not be provocative, ripped, contain obscene/offensive language, and should adequately cover and conceal the midriff and undergarments.

2. **All students must maintain good personal hygiene (cleanliness, body odor, etc.) at all times:** Nails should be kept clean and well-manicured and at a length not to interfere with duties of a pharmacist. Facial hair, hair color, and style should be kept conservative and in a manner that presents a professional image. Cologne and perfume should be kept to a minimum or not used at all. Earrings and jewelry should be worn in a professional manner. In the classroom, body art and tattoos that may be considered offensive should be covered. Other body modifications (piercings and gauges) may be allowed if they are not distracting.
3. **Classroom demeanor should be respectful of the learning environment:** Students should limit activities that are distracting to others and potential inhibit their learning. Students disrupting the learning environment may be asked to leave the classroom. The use of the technology in the classroom is designed to facilitate learning and not for personal use. Cellular phones should be silenced (or on vibrate), unless permitted by the

instructor, so they do not disturb others in the classroom and interfere with learning. Use of approved electronic devices should be limited to classroom-related activities. Students who are disrupting the learning environment may be asked to leave the classroom. Repeated violations may result in FCOP disciplinary action. The use of headphones, ear buds, noise cancelling headsets, and programmable calculators are prohibited. Exceptions to the use of these devices may be authorized by the course coordinator/instructor.

4. **Students participating in patient care related extracurricular activities that involve patient care should consider the venue and the purpose of the event when deciding on clothing.** For example, a health-screening event held at a hospital would lend itself to dress described in Standards for Professional Dress for Experiential Learning. For students educating elementary students at an asthma camp, more casual clothing such as a FCOP or UT Tyler T-shirt may be appropriate. Your faculty advisor can help determine the appropriate dress for an event. For events involving immunizations and/or blood, a white lab coat is required to be consistent with Occupational Safety and Health Administration (OSHA) regulations. FCOP nametags should be worn at all patient care events and university related extracurricular events/activities.

### Professional Dress in Experiential Learning

Please see the Pharmacy and Patient Care Experiences in the FCOP Section of this catalog.

### Transfer of Credit

Transfer of credit hours from another regionally accredited institution may be allowed if the course is being used to satisfy the Texas Core Curriculum or if the course is approved for credit within the Pharm.D. curriculum.

### Student Records

Please see the Family Educational Rights and Privacy Act (p. 44) (FERPA) policy in the Undergraduate Policies Section of this catalog.

### Scholarships

Pharm.D students may be eligible for UT Tyler scholarships and FCOP scholarships. Each scholarship varies with regard to selection criteria, requirements and amounts. First year pharmacy students with no prior UT Tyler coursework become eligible for UT Tyler Returning Student Scholarships after their first 8-week session. Veterans and military personnel may also be candidates for Veteran scholarships.

Pharm.D. students are not eligible for the UT Tyler Staff, Spouse, and Dependent Scholarships, UT Tyler Graduate Scholarship for Returning Students, UT Tyler New Graduate Fellowship, UT Tyler New Freshman Scholarship, and UT Tyler Scholarships for Transfer Students.

## Tuition, Fees and Financial Aid

The FCOP tuition is similar to other private colleges of pharmacy. This is because the college does not receive any funding from the state.

Tuition includes fees and other academic expenses associated with the Pharm.D. program including:

- Courses taken at UT Tyler as part of the Pharm.D. curriculum;
- UT Tyler required student fees such as student services fees, instructional support fee, intercollegiate athletics fee, medical service fee, recreational facility fee, student union fee, etc.;
- Electronic texts for required Pharm.D. courses; and
- Access to physical textbooks for required Pharm.D. courses when electronic texts are not available. The tuition does not cover:
- UT Tyler courses taken to satisfy the Texas Core Curriculum or another degree program;
- Elective courses that are not approved as part of the Pharm.D. curriculum;
- Course audit fees for courses at UT Tyler and/or FCOP.
- Books & supplies for elective Pharm.D. coursework, non-Pharm.D. approved coursework, or Texas Core Curriculum courses;
- Costs associated with on campus housing, meal plans, and parking; and
- Late fees for registration, payment installment fees and emergency loan origination fees for the cashier's office, parking tickets, etc. All tuition and fee charges are billed according to the Texas Education Code Chapter 54 and the University of Texas Board of Regents. Students may not enter a class or laboratory until payment of tuition and fees has been arranged. Payment due dates and times are published by the UT Tyler Cashiers Office. Students will be dropped from all classes for nonpayment after the published deadline.

### Tuition Rates for Academic Year 2018-2019

The Pharm.D. program is designed to be completed full-time. Students may, on occasion, take coursework during the summer (year 1 and 2) or a reduced academic load in the fall and/or spring. The tuition rates for both full-time and part-time enrollment is available at <https://www.uttyler.edu/pharmacy/admissions/tuition-fees-scholarships.php>. There is no part-time enrollment for students on their APPEs. The tuition for academic year 2019-20 and beyond have not yet been finalized.

### Cost of Attendance Guide

There are anticipated expenses that are associated with attending the FCOP. Some of these expenses will occur in specific years of the program, while others occur annually. These expenses are not included in the Pharm.D. tuition and include direct and in-direct costs such as tuition/fees, room/board, books/supplies, transportation, personal, loan fees, etc. The cost of attendance guide is available at [www.uttyler.edu/pharmacy/admissions/tuition-fees-scholarships.php](http://www.uttyler.edu/pharmacy/admissions/tuition-fees-scholarships.php).

### Financial Aid

Students enrolled into the Pharm.D. program are recognized by UT Tyler as graduate/professional students whether or not the student has completed a bachelor's degree. Candidates applying to the Pharm.D. program or who are enrolled in the program, can request

graduate/professional level financial aid when submitting their FAFSA and indicating UT Tyler on the application (FAFSA Code 011163). Typically students will apply for more than one financial aid program. Financial aid options include, but are not limited to Direct Unsubsidized Loans, Direct Graduate PLUS Loans, and Private Loans.

Financial aid is typically requested each spring for the next fall, spring, and summer semesters. Students requesting financial aid for summer coursework may request aid for those courses along at the same time as the preceding fall and spring semesters. Additional information on financial aid options is available through UT Tyler Financial Aid and Scholarship Office.

Texas Application for State Financial Aid (TAFSA) is currently not available for FCOP students.

### **Payment Plans**

FCOP students may enroll in a five (5)-installment payment plan or an Emergency Loan each fall and spring semester. The installment plan and the Emergency Loan covers the expenses for tuition and fees as well as housing, meal plans and textbooks paid to UT Tyler for the semester. Tests, off campus textbook purchases, supplies, insurance or other expenses are not covered by payment plans. The five (5)-installment plan is not available for the summer semesters.

### **Tuition Exemptions and Waivers**

Pharm.D. students are typically not eligible for tuition exemptions or waivers. For example, students are not eligible for state supported tuition exemptions such as the Hazelwood Exemption. Students may be eligible for federally sponsored exemption. Pharm.D. students are not eligible for tuition waivers since the tuition rate is the same for both in-state and out-of-state residents.

### **Tuition Repayment Programs**

Several national organizations and corporations may have tuition assistance or loan repayment programs available for their student members and/or employees. The FCOP Office of Student Affairs keeps a limited list of organizations providing tuition repayment programs.

### **Undergraduate and Graduate Level Coursework**

Students completing the Pharm.D. program are considered graduate professional students at UT Tyler. Tuition for coursework taken at UT Tyler is assessed at the Pharm.D. tuition rate regardless of course level (undergraduate, professional, graduate) or purpose. Undergraduate and graduate level courses approved as a pharmacy elective may be taken in the fall, spring, and summer. Tuition and fees associated with these courses are included in the credit hour calculations for the Pharm.D. tuition rate.

The student is responsible for all tuition and fees associated with courses taken to fulfill the Texas Core Curriculum. Students interested in completing core curriculum courses at UT Tyler should consult with the Office of Financial Aid regarding any restrictions and/or availability of financial aid for these courses.

## **Technology**

All students are required to have a working mobile device that has internet access, word processing capabilities, and access to the UT Tyler course management system and FCOP exam system. A list of device specifications and requirements is available on the FCOP website.

All students are required to have privacy filters for mobile devices during exams and quizzes. Removable filters are acceptable.

## **Travel**

Student organizations and individual students may request travel to FCOP sponsored/approved activities such as national pharmacy organization meetings, state, or regional organization meetings, and legislative days. Requests for funding are also considered for student organization members and individual students.

Requests to fund school-related travel should be submitted to the FCOP Office of Student Affairs. Funding must be approved prior to travel and cannot be retroactively approved. If approved, reimbursement is requested through the FCOP Office of Student Affairs.

## **Withdrawals**

The last day to withdraw from a course is posted on the FCOP academic calendar. Students may withdraw from a course after the last date if the student is being granted an approved Leave of Absence or a PASC-approved retroactive withdrawal.

## **Veterans Benefits**

Students receiving Veterans Benefits are recommended to contact the UT Tyler Veterans Resource Center for resources available to pharmacy students. Resources may include the Post 9/11 GI Bill and Veterans Scholarships (i.e. Only in America Scholarship). Students who are uncertain if they are eligible for benefits should contact the VA Office. Pharm.D. students are not eligible for the Hazelwood Exemption Act.

## **Verification of Degree**

Please see the Verification of Degree (p. 171) in the Graduate School section of this catalog.

## **Time Limitation**

Degree requirements for the Pharm.D. degree must be completed within a five-year period (excluding any approved leave(s) of absence).

# GRADUATE POLICIES AND PROGRAMS

## **William Geiger, Dean**

The University of Texas at Tyler offers the following graduate degrees and certificates:

### **Ph.D.**

U. T. Tyler offers the Ph.D. in Nursing and the Ph.D. in Human Resource Development.

### **Professional Doctorates**

The University also offers two professional doctoral programs: the Doctor of Pharmacy and the Doctor of Nursing Practice.

Information on these programs is provided in their respective college sections of the catalog.

### **Master of Accountancy**

The objective of the Master of Accountancy (MAcc) degree program is to prepare students for careers in professional accounting in the public, corporate, not-for-profit or governmental sectors. It is flexible enough to accommodate applicants with an undergraduate degree in any discipline.

### **Master of Arts**

Degree programs include majors in art, clinical mental health counseling, English, history, communication, political science, and school counseling.

### **Master of Business Administration**

This program includes courses in accounting, economics, finance, management, marketing and electives which provide preparation for individualized career goals.

### **Master of Education**

Degree programs include majors in curriculum and instruction, educational leadership, reading, and special education - educational diagnostician.

### **Master of Public Administration**

This non-thesis program includes courses in public management; public finance and budgeting; policy, analysis and evaluation, and research methods. In addition, an executive health care administration track is available for health professionals with three or more years of experience. Admission is highly selective.

### **Master of Science**

Degree programs include majors in biology, civil engineering, clinical psychology, computer science, criminal justice, electrical engineering, health sciences, human resource development, industrial management, kinesiology, mathematics, and mechanical engineering.

### **Master of Science in Nursing**

This program provides a firm basis for doctoral level education with several options including administration, education, and nurse practitioner routes.

### **Post-Baccalaureate Certificates**

Completion of a certificate program is noted on transcripts. No diplomas are awarded by the University for certificate programs. Admission and complete requirements for certificates are described in the Soules College of Business and College of Nursing and Health Sciences sections of the catalog.

**Lean Six Sigma Black Belt Certificate:** The Lean Six Sigma Black Belt Certificate program prepares students with the knowledge and tools that they can use to lead quality improvement initiatives in companies, thereby, reducing waste and becoming more efficient.

**Supply Chain Management Certificate:** The Supply Chain Management Certificate program is specifically designed to prepare students for advancement in supply chain management careers related to manufacturing and service, logistics, procurement, business development, and operations.

**Oil, Gas and Energy Accounting Certificate:** Prepare to provide specialized accounting services in the field of energy through this nine-credit-hour certificate program. Prerequisites include a bachelor's degree (any major) and completion of Intermediate Accounting I.

**Organizational Development and Leadership Certificate Program:** Complete an 18-credit-hour program that prepares you to manage in today's complex and changing business environment. Graduate classes can later be transferred to an MBA program.

**Executive Health Care Administration Certificate**

### **Post-Master's Certificates**

**Nursing Administration Certificate:** This online program is designed for students with a master's degree in nursing that are seeking a nursing administration certification.

**Nursing Education Certificate:** Nursing Education Certificate prepares the nurse to apply teaching-learning theory, principles of curriculum development, evaluation methodology, and role socialization as a nurse educator in a variety of settings. The program is designed to provide essential knowledge and skills required by nurse educators and facilitate the transition of the nurse from the clinical setting into the role of nurse educator.

**Nurse Practitioner Certificate:** The Post-Family Nurse Practitioner option is 24 semester credit hours in length. Although not totally online, 6 of these hours are offered online with the remainder 18 hours of clinical courses offered in a web-enhanced format requiring some class time on the Tyler campus.



## Graduate Policies

These policies apply to all graduate students unless otherwise stated. For policies specific to Ph.D. students and Ph.D. programs, refer to the Ph.D. Policies section. (p. 171)

See relevant catalog sections for Doctor of Pharmacy (Pharm. D.) and the Doctor of Nursing Practice (DNP) for Pharm. D. and DNP policies.

### Graduate Courses Taken by Undergraduates

Students admitted to a graduate program to take graduate coursework simultaneously with their undergraduate program may enroll in no more than 18 total credits, and no more than six of those credits may be in the graduate program. Simultaneous enrollment in graduate and undergraduate courses is subject to the following conditions:

1. The student must be within 12 semester hours of graduation.
2. Student must apply for undergraduate graduation by the Priority Filing Date.
3. Student must apply for and receive provisional admission to a graduate program.
4. Enrollment in each graduate course must receive prior approval by the graduate advisor or appropriate department chair of the college offering the course.
5. The approval must be submitted by the student to the Enrollment Services Center at the time of registration.

The preceding conditions do not apply to students in the Integrated BBA/MAcc or 4+1 programs.

## Admission Standards

Admission standards for graduate programs (master's degree, certificate, and Ph. D.) at The University of Texas at Tyler shall be based on recognized predictors of success. All graduate programs must have admission standards that incorporate at least two predictive measures. Examples of such predictors are standardized admission tests (which typically assess a combination of verbal, quantitative, writing, and analytical reasoning), undergraduate grades, previous graduate study grades, standardized tests which assess content specially linked to the discipline, professional recommendation letters and/or ratings. Recommendation letters must address relevant motivational and experiential factors that support the likelihood that the applicant will be successful in the program to which admission is sought.

The submission of documents in support of applications for admission and fellowships such as transcripts, diplomas, test scores, references, essays, or the applications themselves, that are forged, fraudulent, altered from the original, plagiarized, materially incomplete, obtained under false pretenses, or otherwise deceptive (collectively referred to as fraudulent documents) is prohibited by The University of Texas at Tyler and may be punishable by a bar on applying for admission or fellowships, suspension, and/or expulsion. Students who submit fraudulent documents are not eligible to reapply.

## Master's Degree Admission Requirements

### Application Process

A student seeking a graduate degree must fulfill the following in addition to the general graduate admission requirements:

1. Complete a graduate application at [uttyler.edu/graduate](http://uttyler.edu/graduate), select a specific program, pay the application fee, and have official transcripts showing proof of baccalaureate sent to the Office of Graduate Admissions.
2. Take the appropriate entrance examination for the selected degree program. Individual programs may waive examination requirements for applicants who hold master's degrees from regionally accredited institutions, for a certain undergraduate GPA, or for those who have requisite years of relevant employment experience as determined by the program. Check the specific program's admission requirements section for waiver information.
3. Satisfy the entrance examination, grade-point average and any other specific requirements for the selected degree program.
4. Receive official admission to the selected degree program. **Admissions**

The University of Texas at Tyler recognizes four categories of graduate admission at the master's level: Full Graduate Admission; Conditional Admission; Provisional Admission; and Non-Degree Seeking.

With the exception of the Pharm.D., students pursuing doctoral degrees are admitted only under Full Graduate Admission.

Applicants with an undergraduate degree from a foreign institution must submit a course-by-course evaluated transcript showing a GPA on a 4.0 scale and equivalency to a 4 year baccalaureate from a regionally accredited US institution. We accept evaluations from the agencies listed online:  
[uttyler.edu/graduate/gradadmissions/admission-requirements.php](http://uttyler.edu/graduate/gradadmissions/admission-requirements.php).

Although some programs do not require an evaluated transcripts for admission, to be considered for the New Graduate Fellowship students must submit an evaluated transcript showing a cumulative GPA of at least 3.25. Students who submit an evaluated transcript and subsequently enroll will receive reimbursement for the evaluation.

### Full Graduate Admission

A student seeking a graduate degree must fulfill the following admission requirements:

1. Hold a baccalaureate degree from a regionally accredited institution\* and, submit the following items:
  - a. Application for admission to a degree program. Only applications made online at [uttyler.edu/graduate](http://uttyler.edu/graduate) will be accepted;
  - b. Official transcripts (sent directly from the institution) showing proof of baccalaureate (NOTE: some programs may require transcripts of all college and university level work);
  - c. Official scores for any required entrance examination;
  - d. Other admission materials required by the graduate degree program.

\* Graduates of recognized academic institutions outside the US should hold a degree comparable to a US bachelor's degree from a regionally accredited institution. Comparability is

determined by approved international transcript evaluation service providers. A list of providers can be found here: [uttyler.edu/graduate/gradadmissions/admission-requirements.php](http://uttyler.edu/graduate/gradadmissions/admission-requirements.php).

Students enrolled in accelerated undergraduate to graduate programs may be exempt from this requirement if the degrees are to be awarded simultaneously.

2. Meet the admission standards established for the degree program.
3. Contact the program graduate advisor to review specific entrance requirements of the selected degree program. The decision to admit a student is made at the program level. Because some programs accept only a limited number of students or do not have the faculty or facilities to accommodate a student's particular area of study, some applicants who exceed minimum requirements for admission may not be accepted.

### **Conditional Admission**

This status may be granted to applicants who have submitted all required materials but who do not meet the standards for Full Graduate Admission. It is expected that a small percentage of applicants will be awarded conditional admission. Students who do not maintain a minimum grade point average of 3.0 during the semesters in which they are conditionally admitted will be denied full admission.

A graduate program may stipulate conditions that must be met by applicants for whom this status is requested. Any conditions stipulated must be designed to provide compensatory evidence that applicants will be successful in the program despite not meeting the standards for Full Admission. All conditions must be met by the time an applicant has completed nine graduate hours in the program. Examples of reasonable conditions are 1) successful completion of specific prerequisite courses and 2) maintenance of a graduate GPA for the first nine semester hours that is substantially above the minimum 3.0 GPA required for good standing in a graduate program. Advisors shall prepare Conditional Admission Approval Forms that identify conditions for any applicant for whom conditional status is requested. Forms must be approved by The Graduate School and will be monitored by the program. Upon completion of the requirement(s) for conditional admission, the academic program will contact Graduate Admissions to move the student to Full Graduate Admission.

International students on a student visa are not eligible for conditional admission.

Guidelines for conditional admission do not apply to the Integrated BBA\MAcc.

### **Provisional Admission**

Individuals may be admitted provisionally to a graduate program if they complete a graduate application and provide evidence of having completed or that they will complete a baccalaureate degree prior to matriculating in a graduate program. For an applicant to be eligible for provisional admission, the materials provided by the individual must provide persuasive evidence that the applicant is likely to meet the standards for full admission or conditional admission. Students who are provisionally admitted are allowed one semester to furnish all the materials needed for a program to make a decision whether to deny the applicant admission or to grant full or conditional

admission. Provisional admission is good for one semester only during which no more than nine hours may be taken.

### **Non-Degree Seeking**

A student who desires to take graduate courses for personal enrichment, for job advancement, or for transfer to another institution, may do so by completing a graduate application. Non-degree seeking students are limited to enrolling in a total of nine graduate hours unless approval is given by the Dean of The Graduate School.

A maximum of nine graduate hours of UT Tyler credit earned as a non-degree seeking student may subsequently be applied toward a master's degree if approved by the degree-granting program. Individual programs may limit the number of hours applicable to the program. Some programs do not allow non-degree seeking students to take courses in their programs.

A student who completes nine graduate hours as a non-degree seeking student, may not subsequently be admitted conditionally or provisionally to a graduate degree program.

Non-degree seeking students are not eligible for financial aid.

### **Graduate Orientation**

For information regarding Graduate Orientation, contact the Graduate School Office, visit [uttyler.edu/graduate/gradorientation/](http://uttyler.edu/graduate/gradorientation/), or call 903.566.7457.

### **Readmission**

A new application is required whenever a student fails to register three consecutive semesters or has an approved leave of absence for twelve or more months. To resume studies, students must submit a graduate school application at [uttyler.edu/graduate](http://uttyler.edu/graduate) according to the deadlines posted online: [uttyler.edu/graduate/calendar.php](http://uttyler.edu/graduate/calendar.php).

Readmission is not automatic and will be reviewed carefully by The Graduate School and the academic program prior to making a recommendation.

If a student is readmitted, the applicable catalog is the one in effect at the time of readmission. Master's students should consult the Time Limitation standards for master's degrees. Doctoral students should consult the Residency and Time Limit standards that apply.

## **Auditing**

Audits may only be processed during the period from the first day of courses through the Census Date of each session. As Audits differ significantly from regular enrollments, individuals should be aware of the following characteristics of Audited courses:

- An automatic grade of 'AU – Audit' will be assigned at the time of registration
- Courses with the 'AU' grade cannot be dropped once added
- Courses with the 'AU' grade do not earn academic credit
- Courses with the 'AU' grade do not qualify students for advanced standing examinations
- Participation in class activities is at the sole discretion of the instructor

- Audit fees are non-refundable and are based on the total credit hours of Audited courses as follow:
  - 1-4 hours = \$50
  - 5-8 hours = \$100
  - 9-11 hours = \$150
  - 12-14 hours = \$200
  - 15 or more hours = \$250
- Certain courses are ineligible for Audit registration including, but not limited to:
  - Any course offered on an individual instruction basis
  - Any course requiring the use of laboratories, computers or studio spaces
  - All courses offered through the Ben and Maytee Fisch College of Pharmacy

A student may Audit one or more courses by taking the following steps:

1. Complete the Course Audit Request form available in the Enrollment Services Center (ADM 230). One form must be completed per course being audited.
2. Obtain required signatures of the Instructor and either the Chair or Dean.
3. To register, return the completed Course Audit Request form to the Enrollment Services Center (ADM 230).
4. Make payment of all applicable audit fees at the Enrollment Services Center (ADM 230). Students who are residents of the State of Texas and are 65 years of age or older may claim an exemption from audit fees at the ESC at the time of registration.

## Academic Fresh Start

An applicant who has earned a baccalaureate degree under the "academic fresh start" statute, Texas Education Code, § 51.931, and applies for admission to a postgraduate or professional program will be evaluated only on the grade point average of the course work completed for that baccalaureate degree and the other criteria stated herein for admission to the postgraduate or professional program.

## International Graduate Student Admissions

Applicants from countries other than the United States may be admitted to the university subject to the following regulations in addition to the general admission requirements:

1. An official English evaluation of transcripts from an approved evaluation agency must accompany the application if the academic transcripts are from a foreign institution. For Computer Science, Civil Engineering, Electrical Engineering, and Mechanical Engineering, an official English evaluation of the transcript may be waived. Visit [uttyler.edu/graduate/gradadmissions/admission-requirements.php](http://uttyler.edu/graduate/gradadmissions/admission-requirements.php) and select the "Evaluation Needed?" link under International Transcript Evaluation to see if you qualify for a waiver. For all other programs, the official English evaluation of the transcripts is required if the academic transcripts are from a foreign institution.\*
2. Evidence of English proficiency must be submitted before admission will be granted. Applicants whose primary language is not English (the undergraduate degree is from a foreign institution) must submit results of the Test of English as a Foreign Language (TOEFL), Pearson Test of English (PTE), the

International English Language Testing System (IELTS), or EIKEN. Minimum score requirements are as follows:

- a. 79 TOEFL iBT (internet-based test)
  - b. 550 TOEFL PBT (paper-based test)
  - c. 53 PTE
  - d. 6.5 overall band score and 6.0 in each subsection IELTS
  - e. Grade 1 on EIKEN exam
  - f. Please note that individual graduate programs may have higher standards for English proficiency. Applicants should check with program advisors for details on English language proficiency requirements. Individual departments may, at their discretion, consider one or more of the following options to determine whether an applicant may be exempted from the English Language Proficiency exam requirement:
    - Earned a High School Diploma, Associate's, Bachelor's, Master's, Doctoral or Professional Degree or their equivalent in the US or another exam exempt country
    - Have earned a grade of B or better in English 1301 and 1302 or equivalent at a regionally accredited US institution
    - Interview (Skype, Zoom, phone, face-to-face)
    - Submit writing sample (completed face-to-face) to academic department
    - Minimum score of 146 on GRE Verbal
    - Completed Level 6 of the University of Texas at Tyler Intensive English Language Institute (IELI) with no grade lower than an A or completed Level 7 with no grade lower than a B
    - Naturalized US citizens are exempt
3. An affidavit of support is required indicating the source of funds being made available to the student and the amount of money being provided and the length of time the funds will be made available.
  4. Holders of student (F-1) visas must be classified as full-time students. For international graduate students, the minimum course load is 9 semester credit hours.
  5. The filing deadlines for applications and the required documents to be received in the Office of Graduate Admissions are available online at [uttyler.edu/graduate/calendar.php](http://uttyler.edu/graduate/calendar.php).
  6. International students holding non-immigrant visas are required to maintain approved comprehensive medical insurance, repatriation insurance and medical evacuation insurance. Contact the International Student, Scholar and Faculty Services office for details. \* Although some programs do not require an evaluated transcript for admission, to be considered for the New Graduate Fellowship students must submit an evaluated transcript showing a cumulative GPA of at least 3.25. Students who submit an evaluated transcript and subsequently enroll will receive reimbursement for the evaluation.

## International Student Seeking a Graduate Degree by Distance Learning

Applicants from countries other than the United States may be admitted to online degree programs subject to the following standards:

- Satisfy the general admission requirements for the degree program, including English language proficiency.
- International students admitted to degree programs offered through distance learning technologies are not eligible to receive

an I-20. International students are not eligible for on-campus study unless they hold an F-1 visa.

## Student Seeking a Second Master's Degree

A student who already holds a graduate degree from a regionally accredited institution may pursue a second graduate degree. The second degree must open a new area, field, or major approved by the student's advisor.

With the exception of coordinated degree programs, the degree requirements for the second graduate degree must be satisfied without using courses applied to a previous degree. Credit applied to a previous degree which duplicates a portion of the program required under the second degree will not reduce the number of hours required for the second degree. Courses already taken would not have to be repeated, but additional course work would be substituted for such previously completed courses.

## Concurrent Enrollment in Two Master's Degree Programs

In unusual instances a student may be concurrently admitted to, and enrolled in, two master's degree programs. The student must satisfy all requirements for each degree and may not use more than 9 hours of course work from one degree to satisfy common requirements for the other degree. Course work that is used to satisfy common requirements for the two degrees must be approved by the advisor of each degree program, the college graduate advisors, and the Dean of the Graduate School.

## Transient Admission: Student Pursuing Degrees at Other Universities

Graduate students pursuing degrees at other colleges and universities who wish to take courses at the University may be admitted as transient students. The transient student application is available through [uttyler.edu/graduate](http://uttyler.edu/graduate).

A transient student who later wishes to be admitted to the University on a regular basis must reapply for admission.

Students who attend the University as transient students and then are admitted on a regular basis are immediately subject to the University's academic regulations.

## Transient Admission: UT Tyler Students at Other Universities

After a student is admitted at UT Tyler, he or she should not register for any course(s) at any other institution until approval is granted. Approval by the student's advisor, department chair, dean, and University Registrar is required to assure that the courses taken at another institution will count toward the student's degree. The student should not register at another institution until the request for graduate transient admission form has been completed and approved. Forms for this purpose are available online at [uttyler.edu/graduate/forms/](http://uttyler.edu/graduate/forms/).

## Admission Denial Appeal Process

Applicants denied admission to a graduate program may appeal the decision within five days of receiving the admission decision. The appeal must be based on the grounds that the denial was a violation of the admissions policy and procedure or that the applicant's application was not evaluated in accordance with the criteria for admission set forth by the intended graduate program/department. Denials to graduate programs with restricted admissions based on their capacity to effectively serve students may not be appealed.

Students may appeal their admission decision by completing an application for appeal of an admission decision. This form is published on The Graduate School Forms website. The appeal should include any supporting documentation that supports the appeal.

Any appeal of an admission decision to a graduate program shall be submitted in writing to the advisor for the program. The advisor shall have 10 work days to respond in writing to the appeal. If the applicant is not satisfied with the decision, he or she may appeal in writing to the chairperson of the department. The chairperson shall respond in writing within 10 work days. The next level of appeal is the dean of the college in which the program is located. The dean will respond in writing within 10 work days of receiving the appeal. The final level of appeal will be the Admission Appeal Subcommittee of the Graduate Council. The subcommittee will respond in writing within 10 work days of receiving the appeal. The decision of the committee is final.

Any appeal of an admission decision to the DNP or Pharm.D. programs shall be submitted in writing to respective program's Office of the Dean. The Dean, or designee, shall have 10 work days to respond in writing to the appeal. Since these programs are capacity limited, further appeals are not available.

Appeals must be received prior to the term for which the applicant is seeking admission. If there is insufficient time to complete the appeal process before the beginning of the term for which the applicant seeks admission, the admission semester may be moved to the subsequent semester so the case may be reviewed.

## Transfer of Graduate Credit

Transfer of graduate credit from a regionally accredited institution is limited to 9 hours for master's degrees. All transfer credit must have been completed with a grade of "B" or better and approved by the degree-granting program. Transfer credits for courses completed prior to admission to UT Tyler should be evaluated and approved during the first semester. Since the restrictions placed upon transfer work may vary from program to program, each graduate degree student should refer to the section of this catalog that details the requirements of the proposed degree. Forms for this purpose are available online or in the Office of Graduate Admissions, ADM 345.

## Graduate Scholastic Load

The minimum credit hour load to be considered a full-time graduate student is nine semester hours during the fall, spring, or summer semester. These can be any combination of graduate or undergraduate courses. The maximum credit hour load permitted is 12 semester

hours during the fall, spring, or summer semester. In the summer semester sessions, students may not exceed 3 credit hours in the Short Summer session, 6 credit hours in each of the Summer I or Summer II sessions, or 12 credit hours in the Long Summer session. In programs with registration in sessions in the fall and spring semesters, students may not exceed 6 credit hours in each of the 7-Week 1 or 7-Week 2 sessions. Enrollment status is defined in terms of semester credit hours.

Students admitted to a graduate program to take graduate coursework simultaneously with the undergraduate courses may enroll in no more than 18 total credits, and no more than six of those credits may be in the graduate program. These conditions do not apply to students in the BBA/MAcc Integrated program.

To be approved for two simultaneous academic careers, students wishing to enroll in graduate courses during their final semester of undergraduate study must apply for undergraduate graduation by the Priority Filing Date.

Enrollment Status per Financial Aid regulations (minimum credits required):

<u>Full-Time</u>	<u>3/4 Time</u>	<u>Half-Time</u>	<u>Less than Half</u>
9	7	6	5 or fewer

## Time Limitation

Degree requirements for all master's programs at UT Tyler must be completed within a six-year period. Graduate credit transferred from another institution must meet the limitations imposed by each degree program. Exceptions to the six-year time limitation must be approved by the academic advisor, dean of the college offering the degree, and Dean of The Graduate School.

## Catalog Year

In order to graduate, a student must fulfill catalog requirements in effect at the time of admission to a graduate program; however, a student who is continuously enrolled must complete all requirements within six years or be subject to degree requirements of a subsequent catalog. If a matriculated student has a break in enrollment at UT Tyler for three consecutive semesters or more, the student is required to complete a readmission application. If a student is readmitted, the applicable catalog is the one in effect at the time of readmission. Written requests for exceptions may be submitted to the Dean of the Graduate School for consideration.

Graduate students may voluntarily adopt new requirements for their current program when updated requirements are made available in a catalog published subsequent to their original admission. When a student chooses to take this action, an updated degree plan detailing how they will complete their graduation requirements under the new catalog must be completed and approved by the graduate advisor and department chair. All graduation requirements must still be completed within six years of the student's original admission.

## Change of Program

If a student desires to change from one graduate program to another graduate program, the student must complete the Graduate Change of Program form, which is available on Graduate Admissions Office forms website [uttyler.edu/graduate/forms/](http://uttyler.edu/graduate/forms/).

## Course Enrollments

The university reserves the right to cancel a scheduled course upon evidence of inadequate enrollment. Normally a minimum of five enrolled students is required in a graduate course.

## Grading System

Grades, levels of performance, and grade points awarded for graduate credit at UT Tyler are as follows:

<b>Grade</b>	<b>Level of Performance</b>	<b>Grade Points</b>
A	excellent	4
B	average	3
C	poor	2
D	failing	1
F	failing	0

Most courses use the traditional grading system, providing grades of A through F. However, grading may take other forms, including:

CR/NC Credit/No courses as approved by the program. CR or NC may not subsequently be changed to a letter grade (See credit/no-credit option policy)

I Indicates incomplete coursework(See incomplete policy )

W Indicates withdrawal(See withdrawal policies)

IP Indicates a course "in progress" that spans more than one semester

There is a one-year time limit for grade changes and only the original instructor of the course may change a grade; in cases where the original instructor is no longer employed by UT Tyler, the department chair may submit a grade change on their behalf. CR and W designations may not be changed to letter grades. An "I" must be removed from the student's record within one year. See specific sections that elaborate on the institutional policies concerning the designations CR/NC, I, and W.

## Calculation of Grade Point Average

Grades A, B, C, D, and F and the associated semester credit hours will be used to calculate grade point averages. The designations I, W, CR, and NC and the associated semester credit hours will not be used. Only grades and associated semester credit hours for courses taken in residence at UT Tyler will be used in the calculation of grade point averages.

If a student repeats a course and requests grade forgiveness, only the last grade earned and the last semester credit hours attempted are used to compute the grade point average. If grade forgiveness is not requested, then both grades will be calculated and used to compute the grade point average (See Repeating Courses (p. 165) and Grade Forgiveness Policy (p. 165)). If the student receives a W or I in the repeated course, then the previous grade continues to be used to compute the grade point average.

Undergraduate courses (numbered 4999 and below), including required prerequisite or leveling courses, will not be counted toward academic program requirements, will not satisfy minimum graduate credits required to be taken at UT Tyler, and will not be entered into the student's graduate grade point average.

Grade point averages are truncated at two decimal places, without rounding.

### Credit/No Credit Option

Certain courses in the curriculum may be taken only on a credit/no-credit basis. Pre-professional students should note that many professional schools, e.g. law, count CR as a "C" and NC as an "F" in computing grade point averages. The following provisions apply to courses taken on a credit/no-credit basis:

1. Special form requiring the signature of the student's advisor.
2. The designation CR will not be changed to a grade of A, B, C, or D.
3. The designation of CR and NC will not be used in calculating the grade point average.
4. The designation CR will be counted toward the total number of hours passed.

### Incomplete Policy ("I" Grade)

If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor; and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year.

Should the student fail to complete all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F, or to NC if the course was originally taken under the CR/NC grading basis.

### Repeating Courses

A student may repeat any course previously taken at UT Tyler that would not normally be repeatable for credit if the last grade received

in the course was a "C", "D" or "F" for master's and Ph.D. students. Repeated courses may not be taken on a CR/NC basis. Students repeating a single course more than two times may be billed at a higher tuition rate. All grades will appear on the student's official transcript. Once the degree has been awarded by UT Tyler, a student may repeat a course taken prior to graduation, but the repeated course will not be used to recalculate the grade point average.

Students who repeat a course in which they previously earned credit hours based on a grade of "D" or higher, and earn an additional grade of "D" or higher, without using the grade replacement option may only apply earned credit hours from one course completion toward a master's or Ph.D. degree.

Students cannot enroll in repeated courses through the myUTTyler Student Center; submission of a Course Repeat / Grade Replacement Enrollment Form to the Enrollment Services Center is required for all course repeats. See the Grade Replacement policy for additional details.

With the approval of their department chair, dean, and the Dean of the Graduate School, students may retake courses originally completed with a grade of "B" or better, provided those courses were completed more than six years prior to the student's expected term of graduation. Any such repeats will be noted on the student's transcripts as having been repeated "Not For Grade Replacement".

### Grade Replacement

A student may request grade replacement only for three course repeats (See Repeating Courses policy) during his/her undergraduate career, and two during their master's career, at UT Tyler; Ph.D. students are ineligible for grade replacement. Grade replacement means that only the last grade earned is used to compute the grade point average. However, all grades will appear on the student's official transcript. Students must complete a Course Repeat / Grade Replacement Enrollment Form and note the repeated course as "For Grade Replacement" at the time of enrollment.

In cases where a student repeats an eligible course without requesting grade replacement, or has exhausted their available number of "For Grade Replacement" repeats, the student must note the course as repeated "Not For Grade Replacement" on a Course Repeat / Grade Replacement Enrollment Form at the time of enrollment. If a student selects "For Grade Replacement" after exhausting their available grade replacements, the form will be processed as if "Not For Grade Replacement" were selected. For all course repeats using the "Not For Grade Replacement" option, both the original and last grade earned in the course will be used to calculate the overall grade point average.

If a student attempts to repeat a course but withdraws and receives an automatic "W," the attempt counts against the grade replacement limit and the original grade remains. Students may, on or prior to the Census Date, request in writing to change their "For Grade Replacement" / "Not For Grade Replacement" selection for a repeated course by contacting the Enrollment Services Center.

A student may not exercise grade replacement for courses taken at UT Tyler and repeated at another college or university, nor may grade replacement be used when a course taken elsewhere is repeated

at UT Tyler. The grade replacement option may not be exercised to remove a grade awarded in a case of academic dishonesty. Once a degree has been awarded by UT Tyler, grade replacement may not be used to replace a grade taken before that degree was awarded.

### Implementation

The grade forgiveness limit is not retroactive regarding grades already forgiven. The policy affects all students enrolled in Fall 2006 and thereafter, no matter when the course being repeated was originally taken.

### Grade Appeals

Disputes regarding grades, must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade. If the student is not satisfied with the decision, the student may appeal in writing to the appropriate Chairperson of the department from which the grade was issued. Grievances may then be appealed to the Academic Dean and the Vice President for Academic Affairs. Grade Appeal Forms are available in each academic dean's office.

### Withdrawals

#### Withdrawals for All Students

Prior to the first day of classes, students should conduct all drops online via their Student Center in the myUTTyler system. This functionality is disabled once classes begin for each term.

#### Partial and Complete Withdrawals

From the first day of classes through the Last Day to Withdraw, students may process a partial withdrawal (dropping from one or more but not all of their classes) or complete withdrawal (all classes in a term) via the online Course Drop or Withdrawal Request Form, available here, and processed fully online. During the first three days of each Fall and Spring semester only, students may also complete a paper Course Drop or Withdrawal Request form, which is available at the Enrollment Services Center (ADM 230).

Drops/withdrawals after Census Date and before the Last Day to Withdraw will result in a grade of W. Courses dropped prior to Census Date won't appear on the student's record or the transcript. Emailed, mailed, or faxed requests will not be processed.

All drops/withdrawals are final once processed. Students should take care to complete their web-form accurately prior to submission for processing.

- All drop/withdrawal requests will be processed as of the date the request is submitted via the web-form.
- If more than one form is submitted, each submission will be processed as of the date submitted.
- Students may not officially withdraw from a course after the "Last Day to Withdraw," as listed on the Academic Calendar. Late submissions will not be processed. Students who miss the withdrawal deadline or cease to complete work toward their courses after this point will automatically receive an F, or whatever grade they would earn based on their already completed work in the course.
- After the Last Day to Withdraw, students should complete the Unofficial Withdrawal Form for Financial Aid to notify the University of their intent to cease attendance for any course or

for the entire term. The date on which a student submits an Unofficial Withdrawal Form for Financial Aid will serve as the official date for Title IV purposes.

Dropping or withdrawing from classes may affect financial aid eligibility, veteran's benefits, athletic eligibility, housing, or international student status. Students must consult with those departments prior to dropping or withdrawing.

Students who feel their ability to withdraw was negatively impacted by circumstances beyond their control may submit an appeal to the Student Appeals Committee.

#### Withdrawals as part of a Swap

Students seeking to swap courses (add one course to replace another) during the period from the first day of classes through the Census Date of any session should not submit a withdrawal request for the course being dropped as part of their swap. Doing so will result in the student remaining enrolled in the course being dropped until the drop request has been processed, and **may result in the student being dropped for non-payment** if arrangements have not been made to cover charges for both courses.

Students completing a swap during this period should do so by either by submitting a Registration Form to the Enrollment Services Center (ADM 230), or sending an email containing detailed information about the courses to be added/dropped from their UT Tyler student email account to [Enroll@uttyler.edu](mailto:Enroll@uttyler.edu). In the case of emailed requests, the swap will be processed effective the date the email was received.

#### Withdrawals for Pharmacy Students

Pharmacy students must follow the procedures outlined by the College of Pharmacy Office of Academic Affairs.

#### Withdrawals for International Students, Veterans, Student Athletes, Scholarship Recipients, and Students with Financial Aid Awards

International students, veterans receiving VA benefits, student athletes, scholarship recipients, and any students who have been awarded financial aid wishing to submit any withdrawal form must obtain the appropriate approval during the online processing of the form. Housing and Student Business Services will be notified after the withdrawal has been processed.

Students in these groups must consult with the appropriate advisor before any schedule changes are made, as changes may negatively impact their status, benefits or eligibility.

For Information about submitting the online Course Drop or Withdrawal Request Form, please contact the Enrollment Services Center:

Phone: 903-566-7180  
Email: [enroll@uttyler.edu](mailto:enroll@uttyler.edu)

#### Medical Withdrawal/Course Load Reduction

Students who experience a significant medical or mental health issues may request withdrawal or a reduction in their course loads without

unnecessary academic penalty. All requests will require documentation from a medical/mental health professional.

A medical withdrawal/course load reduction from the university can be granted only for the current or immediately preceding semester.

Dropping or withdrawing from classes may affect financial aid eligibility, veteran's benefits, athletic eligibility, housing, or international student status. Students must consult with those departments prior to dropping or withdrawing. All drops or withdrawals approved for undergraduate students will result in grades of "Q" that are exempt from the 6-Drop Rule.

### Request Procedures

To request a medical withdrawal/course load reduction a student may submit an Application for Medical Withdrawal/ Course Load Reduction document, with the Medical Withdrawal/Course Load Reduction option selected, to the Student Counseling Center (UC 3170) either in-person or via their Patriot email to Meddrop@uttyler.edu. The following required documentation must be provided for all appeals:

- A typewritten request with an explanation of why the student is requesting a withdrawal or course load reduction, including the dates of when the problem started and specifically regarding how the problem affected the student's ability to complete the semester in question.
- The class(es) you wish to drop, and the last date of attendance/participation in each.
- Official supporting documentation from a licensed doctor, physician, medical professional, or mental health professional who has provided long-term care to, or recently evaluated, the student. Documentation from a recent hospitalization, if relevant, should also be provided. The application and all associated documents will be forwarded to the Medical Withdrawal Committee, which consists of licensed professionals from the Student Counseling Center and the Student Accessibility and Resources office, for review. Applications submitted without appropriate documentation may be subject to automatic denial.

Students will receive an email notification at their Patriot email regarding the outcome of their appeal after the Committee has reached its decision. Students may also be contacted by the Committee to request additional documentation or information prior to a decision being rendered.

Students whose requests are not approved by the Committee may contact the Associate Dean of Students (903.566.7197) directly to discuss additional resources and options.

### Confidentiality

Any supporting documentation will be considered confidential and treated as such by the Committee and will not be shared outside the Committee unless a special request has been made by the Provost or Provost's designee on a need-to-know basis. The student's written request for the withdrawal, all supporting documentation, and the committee's recommendation will remain the responsibility of the Associate Dean of Students and will be stored securely in the Student Counseling Center. For each approved application, the final recommendation will be forwarded to each office that must be involved in its processing, where related records will be retained as

necessary. These offices may include the Office of the Registrar, Financial Aid, Enrollment Services, Student Business Services, International Programs, and the Veteran's Resource Center. If false information or documentation is provided as part of the application process the documentation will be provided to appropriate University officials.

### Dropping Courses Late

No course may be dropped after the published "Last Day to Withdraw" unless the Student Appeals Committee approves a late drop (see the Academic Grievances policy (p. 167)). The appeal must provide justification of extenuating circumstances that go beyond academic progress in the course.

### Withdrawal for Active Military Service

If a student withdraws from an institution of higher education because the student is called to active military service, the institution, at the student's option, shall:

1. refund the tuition and fees paid by the student for the semester in which the student withdraws;
2. grant a student, who is eligible under the institution's guidelines, an incomplete grade in all courses by designating "withdrawn-military" on the student's transcript; or
3. assign an appropriate final grade or credit, as determined by the instructor, to a student who has satisfactorily completed a substantial amount of coursework and who has demonstrated sufficient mastery of the course material. (See Excused Absences for Active Military Service (p. 167))

A graduate or professional student who withdraws from or defers admission to perform active military service in a combative operation will be readmitted to their program; previously earned coursework will be applied toward the program; and any standardized test score previously submitted will be accepted. Texas Education Code, Section 51.844.

### Readmission

A formal request for readmission is required whenever a student fails to register for three consecutive semesters or has an approved leave of absence for twelve or more months. To resume studies, students must submit a new graduate school application at uttyler.edu/graduate.

Readmission is not automatic and will be reviewed carefully by the Office of Graduate Admissions and the academic program prior to making a recommendation.

If a student is readmitted, the applicable catalog is the one in effect at the time of readmission unless an exception is granted by the Dean of the Graduate School.

### Excused Absences

#### Excused Absence for Religious Holy Days

An institution of higher education shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an



examination or complete an assignment from which the student is excused within a reasonable time after the absence.

Any student seeking to be excused for religious observance, must provide written notification to the instructors at least two weeks\* prior to the date of the planned absence. At that time the instructor will set a date and time with the student when any make-up assignment or equivalent work will be completed. Make-up work will be mutually arranged; however, availability of the instructor will be given priority in setting the arrangements.

It is expected that students will not abuse the privilege of being absent from class for religious observance.

*\*Events scheduled within the first month of an academic term may require a shortened lead time.*

### **Excused Absence for Active Military Service**

Any student who has been called up for military service after a semester begins should immediately provide the Registrar's Office and course instructors a copy of the military orders. Such students are excused from attending classes, turning in assignments, taking examinations or participating in any other required activity **if the absence is for no more than 25% of the total number of class meetings** (excluding final examination period). If the absence is for more than 25% of the class meetings, please refer to the policy on Withdrawal for Military Service.

Within 5 days of the student returning to UT Tyler from active service, he or she shall notify the Registrar's Office and course instructors. The student will be allowed to complete all assignments and examinations within a reasonable time as agreed upon by the course instructors and under the same requirements in effect when the student enrolled in the course.

Should any dispute arise as to the student's inability to complete assignments or examinations within a reasonable time after the absence, the student should first seek informal resolution with the faculty member, the department chair and then the dean of the college in which the course or courses are located. If an informal process is not successful, the student may institute a grade grievance process after the final course grade is recorded.

### **Discrimination Complaints**

Please see the Complaints and Grievances Process (p. 47) in the Student Success section of this catalog.

### **Student Records**

Please see the Family Educational Rights and Privacy Act (FERPA) policy (p. 44) in the Undergraduate Academic Policies Section of this catalog.

### **Probation/Suspension for Master's Students**

The policy below is the minimum policy for graduate students at the University of Texas at Tyler. Individual programs may have stricter criteria for probation and/or suspension from a program.

#### **Graduate Academic Probation**

The following information on probation and suspension does not apply to doctoral students. Each doctoral program has its own guidelines for probation and suspension.

A graduate student who has a cumulative grade point average of less than 3.0 will be placed on academic probation. For the purposes of determining compliance with the policies of academic probation, all summer sessions are treated as one semester.

Students placed on probation will automatically be dropped from the subsequent semester. Students will need to meet with their advisor, in-person or via Patriot email, and secure approval on the Graduate Student Probation Petition for Readmission form. Non-degree seeking students must obtain the signature of the Dean of the Graduate School in the place of the academic advisor. Students must submit the form to the Enrollment Services Center before they can be re-enrolled, and should not register for more than nine hours (or fewer, at the discretion of the academic department.)

Students on academic probation must earn a minimum cumulative grade point average of 3.0 or above in the subsequent semester. Failure to do so results in continued probation. Students on continued probation must earn a minimum cumulative grade point average of 3.0 or above in the subsequent semester. Failure to do so results in a second term of continued probation. Continued probation status is allowed for only two terms, and failure to reach a minimum cumulative grade point average of 3.0 or above following the second semester in this status will result in suspension (see Graduate Academic Suspension policy). Students placed on continued probation will also be dropped from the subsequent semester(s) and must follow the same procedure to re-enroll as described above for students placed on probation.

Grade points earned at other institutions are not used in computing the grade point average and may not be used to remove a deficiency. A student who leaves the University on academic probation or continued probation will be readmitted on academic probation or continued probation even if he or she has attended another institution in the interim.

#### **Graduate Academic Suspension**

A graduate student whose cumulative grade point average has not reached 3.0 or above following their second semester of continued probation will be suspended from the University for one semester or full summer for failure to meet the terms of continued probation. A student suspended from the University for the first time will be dropped from the subsequent semester(s) and must receive approval for readmission from the program advisor and the appropriate dean.

A student readmitted to the University after having been suspended must complete a Graduate Student Suspension Petition for Readmission form, with signatures from both their academic advisor and the appropriate college dean, to register. Non-degree seeking students must obtain the signature of the Dean of the Graduate School in the place of the academic advisor and college dean. The student will return on final probation.

Students returning from suspension and on final probation must earn a minimum cumulative grade point average of 3.0 or above in the

subsequent semester. Failure to do so will result in permanent dismissal from the graduate program and the University.

## Graduate Restart

The Graduate Restart procedure is designed to allow returning students who performed poorly in their initial attempt at graduate studies to have a fresh start toward meeting graduation requirements for a degree or credit-granting certificate.

A graduate student who has not been enrolled at UT Tyler for at least 12 months prior to readmission may petition the Dean of the Graduate School to remove from his/her graduate cumulative grade point average all grades earned during the student's prior enrollment at the University. Thus, the student who re-enrolls under Graduate Restart automatically forfeits the right to use any of the previous graduate course work, including previously accrued transfer work, toward the current degree requirements. Only courses attempted following readmission either at the University or other institution after readmission will be applied to the degree requirements.

Restart petitions may be filed for readmission to a program in which a student was not previously successful or for admission to a different graduate program. Restart petitions must be approved by the graduate program advisor/coordinator or Chair of the program, the Dean of the college and the Dean of The Graduate School.

If readmission is granted under Graduate Restart, the following will apply:

1. Enroll within one year (12 months) of the granting of the petition.
2. Maintain good academic standing according to the current Graduate School policies.
3. Policies on probation and suspension apply differently to Graduate Restart students only in that suspension will result in dismissal from the University.

All hours attempted and all grades earned before and after Graduate Restart will remain on the student's official, permanent academic record (transcript). Graduate Restart affects only the cumulative graduate grade point average for the restarted program of study. The Graduate Restart process does not remove evidence/documentation of the student's overall academic history at the university such as grades previously received, even if a course is repeated in the process of Graduate Restart.

A student may exercise the Graduate Restart option only once in their graduate career at the University, regardless of the number of times the student enters/attends a graduate degree program at UT Tyler.

To be considered for Graduate Restart, students must submit a petition for reinstatement to the advisor of the graduate program in which they seek their degree and provide a compelling justification for reinstatement. Students should explain how circumstances that previously impeded one's success in graduate school have been addressed and how their likelihood for success has improved. Petition forms are available at [uttyler.edu/graduate/forms/](http://uttyler.edu/graduate/forms/).

Students must submit all materials required for full admission to the program (GRE scores, recommendation letters, statement of purpose, etc.) To participate in Graduate Restart a student must meet all the requirements for Full Graduate Admission; no provisional or conditional admission is allowed.

A student should carefully review this information to make sure that the terms of the program are understood. If the student agrees to the provisions of Graduate Restart, s/he should sign the petition form and submit it to the advisor for the graduate program. All required documents to support the application for admission must be submitted as well. For the Graduate Restart applicant, the catalog in effect at the time of the Graduate Restart application is effective. The Graduate Restart option is tied to the admission process and may only be requested at the time of readmission.

## Thesis

Several graduate degree programs at UT Tyler require a thesis. A student seeking a degree should consult the appropriate section of this catalog to determine if a particular degree requires a thesis.

### Guidelines and Procedures

Students considering enrollment in a thesis course should access the Thesis and Dissertation Formatting Guidelines (and Sample Pages) at the following address: [uttyler.edu/graduate/students/thesis\\_dissertation](http://uttyler.edu/graduate/students/thesis_dissertation). These guidelines describe procedures for typing, formatting, and submitting the thesis.

### Institutional Review Board (IRB) Approval

Federal regulations and University policy require that all investigations using animal or human beings as subjects of research be reviewed and approved by the appropriately constituted committees before such investigations may begin.

Data cannot be collected for any dissertation based on the use of animals or human beings as subjects without prior review and approval in accordance with university procedures. More information can be found online at: [uttyler.edu/research/compliance/](http://uttyler.edu/research/compliance/).

Even if a student believes that his/her research may be "exempt", the proposed research must still be reviewed prior to initiating collection of data.

## Thesis Committees

### Committee Composition

A student who has been advanced to the thesis stage is responsible for forming a thesis committee. Members of the committee must review and approve the student's research proposal. The student and the committee work in union on the scope, plan, and progress of the thesis research and manuscript. Note the following policies regarding committee composition:

### Committee Size & Potential Members

Thesis committees must be comprised of at least three members (a chair and two supporting faculty members). The majority of the committee should be faculty from the student's graduate program. Appropriately qualified faculty may serve on a committee at the request of the student and the graduate program. Categories of graduate faculty membership are described online at [uttyler.edu/graduate/gradfaculty/credential.php](http://uttyler.edu/graduate/gradfaculty/credential.php).

Thesis chairs must complete and submit the Appointment of Thesis Committee form to [gradforms@uttyler.edu](mailto:gradforms@uttyler.edu) for Graduate School approval before the student is eligible to enroll in thesis hours. The form is available online at [uttyler.edu/graduate/students/thesis\\_dissertation](http://uttyler.edu/graduate/students/thesis_dissertation).

### Committee Chair

The chair is responsible for directing and guiding the student's research and writing activities. He or she should possess expertise in the student's chosen research topic. It is the responsibility of the student to select an appropriate topic and to ensure that a faculty member with expertise in the topic is available and willing to serve as chair. The Committee Chair must be appropriately qualified for his/her role on the committee. It is possible to have co-chairs on a committee.

### Oral Defense of Thesis

An oral defense of a thesis is scheduled in consultation with the committee chairperson/advisor. The oral defense should be held only after all members of the committee have had adequate opportunity to review a draft of the master's thesis. The advisor is responsible for determining that the draft is in an appropriate form for committee evaluation. If substantial revisions are necessary, they should be completed before the final oral defense is scheduled. The committee may, at the time of the final oral but no later, require alterations and corrections, but these should constitute relatively minor changes agreed to by a majority of the committee members. The advisor is responsible for verifying that the changes required by the committee have been made.

An invitation created by the student may be sent to [gradforms@uttyler.edu](mailto:gradforms@uttyler.edu) and will be forwarded on behalf of The Graduate School to all full-time faculty members. All committee members are expected to be present at the defense. The final oral may be open to the public. A thesis is accepted only after the approval of a majority of the examining committee members. If there are co-chairs of the committee, both must indicate approval of the thesis defense.

After the oral defense is passed and the thesis is deemed ready for publication, all members of the committee sign the Thesis Signature page. When the student submits the final copy to the academic department for signatures, they must also email [gradmanuscripts@uttyler.edu](mailto:gradmanuscripts@uttyler.edu) and copy their advisor, thus notifying The Graduate School that the manuscript has been delivered to the academic department for signatures. The student sends the completed manuscript including the signed signature page to [gradmanuscripts@uttyler.edu](mailto:gradmanuscripts@uttyler.edu) for final formatting approval. Detailed instructions are available here: [uttyler.edu/graduate/thesis-dissertation/](http://uttyler.edu/graduate/thesis-dissertation/)

### Failure of Examinations

A master's candidate who fails the oral defense may not take the examination a second time until at least three months after the first attempt. A student who fails an examination for the second time becomes ineligible for further graduate work. Upon request from the student's advisor and chairperson of the department, the Dean of The Graduate School may grant a student a third and final opportunity to take the oral defense.

### Thesis Submission Deadlines

The final PDF copy of the thesis, prepared under standards as defined in the Thesis and Dissertation Formatting Guidelines must be submitted via email to [gradmanuscripts@uttyler.edu](mailto:gradmanuscripts@uttyler.edu) for a technical review no later than two weeks before the last day of final exams of the semester of intended graduation. The PDF version must include a scanned copy of the signature page with all signatures present. After making any required changes, a PDF of the entire thesis/dissertation (including scanned copies of any signature pages) should be submitted via email to [gradmanuscripts@uttyler.edu](mailto:gradmanuscripts@uttyler.edu). After final formatting approval, students will receive a signed Thesis Approval Form and Electronic Thesis Submission Form, as well as information on author rights and instructions for submitting the thesis/dissertation in electronic format to the Robert R. Muntz Library.

No late manuscripts are accepted. Failure to meet the deadline will delay graduation by one semester.

Theses are regarded as publications and will be made available to the public once they are approved and submitted to The Graduate School.

### Grading Policy

A student registered for thesis who does not submit the approved thesis to the dean or graduate coordinator of the appropriate college before the thesis deadline for that semester will receive an incomplete "IP" grade. Once the thesis has been accepted, previous "IP" grades for thesis work will be changed to credit "CR". A maximum of six semester hours of thesis credit may be applied to the master's degree.

### Approval

The completed thesis must be approved by the thesis advisor, the college dean, and the thesis reviewer before the student will receive final certification for the degree.

## Graduation Guidelines and Procedures

### Graduation Requirements--Master's

1. Complete a Graduate Transfer Credit Approval form within the first semester following admission to a program that identifies the transfer credit awarded and specifies any special requirements.
2. Complete the total number of semester credit hours and other requirements of the degree plan (including transfer credit) within a six-year period. Courses completed on a credit-granting basis (CR) may not be applied toward a graduate degree without approval of the graduate coordinator or the appropriate department chair.
3. Earn a "C" or better in all courses applied to the degree.
4. Earn a cumulative grade point average of 3.0 or higher on all work counted toward the degree.
5. Pass and/or complete comprehensive examination(s) if required for the program.
6. Submit an approved thesis, if required for the program, by the deadlines published by The Graduate School. See Thesis in this section.
7. Follow the steps to apply for graduation on the Registrar's Office website: [uttyler.edu/registrar/graduation/applying\\_for\\_graduation.php](http://uttyler.edu/registrar/graduation/applying_for_graduation.php).

8. See the Graduation section of the Office of the Registrar website for additional information on this process.

## Application for Graduation Deadlines

In order to facilitate a timely pre-graduation review of their graduation eligibility, all students are highly encouraged to apply prior to the Priority Filing Date for their term of graduation, as found here: [uttyler.edu/registrar/graduation/applying\\_for\\_graduation.php](http://uttyler.edu/registrar/graduation/applying_for_graduation.php).

Summer graduates may participate in the following Fall commencement ceremony, and are automatically included in the program. Early participation in the preceding Spring ceremony is not permitted.

Students will receive updates on the status of their Application for Graduation from the department of their major field of study. Updates about the commencement ceremonies will be distributed by the Office of the Registrar.

## Verification of Degree

A degree will not be granted until all requirements have been verified. All incomplete grades, required transcripts from other institutions, required examinations, and other evidence of outstanding requirements must be verified within 30 calendar days following the final day of the semester of graduation as listed in the Academic Calendar. If the requirements have not been verified by this date, graduation will be denied and the student must re-file for graduation subject to the filing for graduation guidelines.

## Time Limitation

Degree requirements for all master's programs at UT Tyler must be completed within a six-year period. Graduate credit transferred from another institution must meet the limitations imposed by each degree program. Exceptions to the six-year time limitation must be approved by the academic advisor, dean of the college offering the graduate degree, and the Dean of The Graduate School.

## Graduate Policies--Ph.D.

The Ph.D. degree is granted in recognition of exceptional attainment in a specific field as demonstrated by passing coursework, the successful completion of required examinations and the successful defense of a dissertation based on original research that makes a significant contribution to the knowledge base of the student's field of study.

### Ph.D. Excessive Hours Fee ("99-Hour Rule")

All Ph.D. students (regardless of state residency classification) who exceed 99 hours of Ph.D. coursework will be required to pay out-of-state tuition. Ph.D. coursework is any coursework taken by a student seeking a Ph.D. degree after the completion of an initial 30 semester hours of graduate credit (typically master's level work, regardless of whether the hours are taken as part of a master's degree, as a non-degree seeking student, certificate work, or as part of the Ph.D. program). (See *Texas Education Code Sec. 61.046 (1)*)

This rule applies to all students admitted to a Ph.D. program at UT Tyler. This tuition structure applies to Texas residents as well as out-

of-state residents and international students who were eligible to be charged tuition at the resident rate as a result of scholarship, fellowship awards, or employment as Graduate Assistants.

## Program of Study

All Ph.D. programs consist, at minimum, of a coherent set of courses and other educational experiences, a Proficiency Examination, a dissertation, and a Final Oral Defense. Students must satisfy not only their departmental requirements, but also any additional requirements specified by The Graduate School.

## Foreign Language Requirements

The Graduate School has no foreign language requirement for Ph.D. degrees; however, knowledge of one or more foreign languages may be required by individual Ph.D. programs.

## Admissions

The University of Texas at Tyler admits students to its Ph.D. programs under the Full Admission criteria. The requirements for admission are stated in the section for each program elsewhere in the catalog.

## Transfer of Graduate Credit

Transfer of graduate credit from a regionally accredited institution is limited to a total of no more than 12 semester hours. Individual Ph.D. programs may adopt more restrictive limits. Hours transferred into a Ph.D. program should represent credit earned after the award of the master's degree. Exceptions to the number of hours transferred may be requested by the program to the Dean of the Graduate School. Only credit with a grade of "B" or better may be transferred. Credit earned more than six calendar years before admission to the program will not be accepted for transfer.

The program will determine what courses, if any, are accepted for transfer. The Ph.D. student may be examined on all transferred courses at the time of the Ph.D. proficiency examinations.

Transfer work does count toward the 99-Hour Rule for tuition purposes. See above for state law regarding the 99-Hour Rule.

## University Requirements for Ph.D. Degree

1. Satisfactory completion of all coursework required by the plan of study.
2. Satisfactory completion of the Proficiency Examination.
3. Completion of the required residency requirements before Candidacy is awarded.
4. Graduate cumulative grade point average of at least 3.0.
5. Satisfactory completion of the Oral Dissertation Defense.
6. Submission of an electronic version of the approved dissertation including the dissertation abstract and a copy of Human Subjects or Animal Subjects approval form (if required).
7. Completion of Ph.D. degree requirements within five years after being admitted to candidacy.
8. Follow the steps to apply for graduation on the Registrar's Office website:  
[uttyler.edu/registrar/graduation/applying\\_for\\_graduation.php](http://uttyler.edu/registrar/graduation/applying_for_graduation.php).

## Residency Requirement

The residency requirement provides students an opportunity to be engaged in concentrated study over an extended period of time in association with faculty and other students in an atmosphere conducive to a high level of intellectual and scholarly activity.

Ph.D. students must be registered for nine (9) hours each semester at UT Tyler for a minimum of two consecutive semesters or six (6) hours each semester for three consecutive semesters (not necessarily including summer). However, the student does not necessarily have to be physically present on campus (for example, the student may be taking courses over the internet or doing field research). The residency requirement must be met prior to admission to candidacy.

## Time Limit

All requirements for the Ph.D. degree must be completed and the degree awarded within a maximum of nine years from the term of full Ph.D. admission, and within five calendar years from the term in which the student is admitted to candidacy.

(Example: if the date of admission is Fall 2008, the nine-year time limit ends Summer 2017. If the student in this example is admitted to candidacy in March 2010, the time to degree expires at the end of the spring semester 2015). When extenuating circumstances warrant, the Dean of The Graduate School may grant an extension for one year. The student must complete the Request for Extension of Time Form and receive approval from the major advisor/dissertation chair and the director of the Ph.D. program, who forwards the request to the Dean of The Graduate School.

## Extension of Time Limit

When extenuating circumstances warrant, the Dean of The Graduate School may grant an extension for one year. The student must submit a written request to the dissertation advisor and obtain approval from both the major advisor/dissertation chair and the program's graduate director, who forwards the request to the Dean of The Graduate School. Final approval of the request rests with the Dean of The Graduate School.

## Inactive Status

A student not yet admitted to candidacy who has not enrolled for three consecutive semesters and who has not been granted an extension or a leave of absence will be placed in inactive status.

In order to resume graduate studies, the student must complete a new graduate school application at [uttyler.edu/graduate](http://uttyler.edu/graduate) and meet all admission requirements in force at the time of the new application. Readmission under these circumstances is not guaranteed. If readmitted, the student will be subject to all program requirements in force at the time the student is readmitted.

## Grading Policies

See general graduate policies.

## Repeating a Course

Ph.D. students may repeat a 5000- or 6000-level course if the original grade earned was a C, D, F and if allowed by the program. The

course may be repeated only once and the original grade continues to be included in the computation of the graduate point average. There is no grade replacement in a Ph.D. level program. Individual programs may prohibit repeating a course or may have limits on the number of times a student may repeat courses.

## Academic Good Standing for Ph.D. Students

Each Ph.D. program has its own standards for academic good standing. Refer to those sections of the catalog.

## Dissertation Process

### Dissertation Proposal

Each Ph.D. program will determine when the dissertation proposal must be approved relative to taking Proficiency Examinations (i.e., before, after or concurrently).

### Ph.D. Proficiency Examination

All Ph.D. students are required to pass a Proficiency Examination in the major field before writing the dissertation. Each Ph.D. program will determine whether the Proficiency Examination is written and/or oral.

The proficiency examination is typically taken after the student has completed a significant portion, if not all, of the program's coursework. However, a student may not be advanced to candidacy or register for dissertation hours until all coursework is completed and all portions of the Proficiency Examination have been passed satisfactorily.

The student must be in good academic standing and registered for a minimum of three credit hours in the semester in which any portion of the examination or a re-examination is taken.

### Examination Committee

The Proficiency Examination Committee is composed of members of the program's Ph.D. faculty.

### Format

While The Graduate School does not dictate the format for the Proficiency Examination, it is expected that the examination will be appropriately rigorous. Also, the policies and rules for the form, timing, scheduling, sequence, and conduct of the proficiency examination must be uniform for all students in the program and available in written form (handbook, etc.) to all students.

### Proficiency Examination

The student is considered to have satisfactorily completed the written Proficiency Examination when the members of the Proficiency Examination committee have determined that a candidate has met the criteria established for satisfactory performance.

A student who fails the written examination twice is not allowed an additional examination and is automatically dismissed from the university.

### Appeal

A student may appeal the outcome of a Proficiency Examination by submitting a written petition to the director of the Ph.D. program within 10 work days of being notified of the outcome of the examination. The path of the appeal process is from the director of the Ph.D. program to the department chairperson to the dean of the college and to the Dean of the Graduate School. The decision of the Dean of the Graduate School shall be final.

### Application for Candidacy

When a student has completed all required coursework, has satisfactorily completed all portions of the proficiency exam, and is in good academic standing, and the report is submitted to The Graduate School, the student is admitted to candidacy for the Ph.D. degree.

### Dissertation

The dissertation is an independent scholarly contribution to knowledge in the student's area of specialization. By researching, writing, and defending a dissertation, the student demonstrates a high level of knowledge in the chosen field and the ability to conduct independent research.

The Graduate School has established guidelines for dissertations. These are available at [uttyler.edu/graduate/thesis-dissertation/thesis-students.php](http://uttyler.edu/graduate/thesis-dissertation/thesis-students.php).

Individual Ph.D. programs may also offer guidelines with requirements beyond those established by The Graduate School.

All Ph. D. candidates are required to complete and defend a dissertation. The university requires a minimum of nine hours of dissertation credit. However, most Ph. D. programs require more hours.

Ph.D. candidates are required to register for a minimum of one credit of dissertation during fall and spring semesters until the dissertation is accepted by The Graduate School. (See, Enrollment Requirements)

### Institutional Review Board (IRB) Approval

Federal regulations and University policy require that all investigations using animal or human beings as subjects of research be reviewed and approved by the appropriately constituted committees before such investigations may begin. Data based on the use of animals or human beings as subjects cannot be collected for any dissertation without prior review and approval in accordance with university procedures.

### Dissertation Committee

The dissertation committee is established as early as possible in the research process, the dissertation committee must be approved by The Graduate School—using the *Appointment of Dissertation Committee* form. Once the committee has been approved, the student is allowed to register for dissertation hours.

The dissertation committee is composed of a dissertation advisor, who chairs the committee, and at least two other Graduate Faculty members. The advisor must be qualified to chair dissertations and be from the department from which the degree is sought. At least one more of the committee members must be from the department in

which the degree is being sought and hold the required Graduate Research Status.

Ph.D. programs are encouraged to include scholars from outside the program to serve as members of dissertation committees. The outside members may be selected from among graduate faculty from other academic programs or from other institutions where scholarly work is conducted. All members of a dissertation committee must possess the appropriate graduate faculty qualifications for their role on a committee.

The role of the dissertation committee is to mentor the student's research and writing and approve the dissertation following an oral defense. Ph.D. students are required to consult with members of the dissertation committee throughout the progress of the research. Some programs may require Ph.D. candidates to submit an annual progress report to the dissertation committee.

### Defense of Dissertation Proposal

The dissertation proposal is developed in consultation with the dissertation chair and input as needed from committee members. Following approval of the dissertation chair, the proposal is distributed to the dissertation committee prior to proposal defense. The dissertation proposal defense is held in closed session with the committee and requires a majority of committee votes for a decision. The committee may recommend acceptance, revisions, or rejection. The committee may determine a second defense is needed following revision. The proposal must be approved by the committee prior to submitting it to the Institutional Review Board (IRB).

### Oral Defense

The dissertation chair is responsible for determining that the dissertation draft is appropriate in form and content for committee evaluation. If substantial revisions are necessary, they should be completed before the oral defense is scheduled.

The Request to Schedule Oral Defense form signed by the Dissertation Committee Chairperson must be submitted to and approved by The Graduate School no later than 10 working days before the date of the oral defense.

When the Request to Schedule Oral Defense form is received, The Graduate School nominates a representative to protect the interests of the student, the committee, and The Graduate School. The Representative is also an "unbiased person" to whom the Graduate Dean may turn for judgment and counsel. The role of the Representative at the dissertation defense is to:

- Assure a fair and deliberate process for all, particularly the student.
- Assess the integrity of the defense itself. The Representative should contact the Graduate School Dean immediately if there is an area of concern.

A complete draft of the dissertation (electronic version, not hardcopy) must be made available to the Representative upon request no later than 5 working days before the date of the oral defense. The Representative is in attendance throughout the defense process, including committee deliberation. However, the Graduate Representative does not participate in the committee questioning nor thin the committee deliberations.

The oral defense is open to the public. However, once the defense is completed, the student and visitors must leave the room while the Committee discusses the students' performance and votes on the outcome. The student is invited back into the room to receive the Committee's decision.

The student is considered to have completed the oral defense successfully only when the majority of the Committee votes in the affirmative. Each committee member indicates his/her vote by signing the Final Oral Defense Report form. The committee may require alterations and corrections, but these should constitute relatively minor changes agreed to by the majority of the committee members. The dissertation chairperson is responsible for verifying that the changes required by the committee have been made.

If the examination is judged unsatisfactory by a majority of the voting members, the Committee must decide whether the student will be permitted to do a second oral defense. If a second examination is required, the committee must be the same as the original one unless a substitution is approved by the Graduate School Dean. A student who fails the oral defense twice is not allowed an additional examination and the student is automatically dismissed from the program and candidacy revoked.

The final decision of the examining committee is referred to The Graduate School using the Oral Defense Report form, which must be filed which must be submitted to [gradforms@uttyler.edu](mailto:gradforms@uttyler.edu) no later than 5 business days following the oral defense.

### **Format Review**

After successfully defending the dissertation and making any changes requested by the committee, the student must submit an electronic draft of the complete dissertation along with a signature page signed by the entire committee to The Graduate School for format review. Review of the draft for format requirements will take approximately two weeks. After final formatting approval, students will receive a signed Dissertation Approval Form and Electronic Dissertation Submission Form, as well as information on author rights and instructions for submitting the thesis/dissertation in electronic format to the Robert R. Muntz Library.

The Graduate School has created a checklist to guide candidates through the final steps of the dissertation defense and approval process the checklist is available at [uttyler.edu/graduate/thesis-dissertation/index.php](http://uttyler.edu/graduate/thesis-dissertation/index.php).

Dissertations are regarded as publications and will be made available to the public once they are approved and submitted to The Graduate School.

# GRADUATE COLLEGE OF ARTS AND SCIENCES

## Dr. Neil Gray, Dean

The College of Arts and Sciences offers discipline specific master's degrees in Art, Biology, Communications, Criminal Justice, English, History, Mathematics, Political Science, and Public Administration.

## Department of Art and Art History

### Merrie Wright, Chair

The Department of Art and Art History offers Master of Arts and Master of Fine Arts degrees. The curricula provide the student with the opportunity to develop deeper understanding in the areas of media specialization as well as in aesthetics and criticism, art history, management, marketing, and logistics.

### Art M.A.

There are two possible emphases for the MA in Art degree, an emphasis in Art History or Studio Art. Students must follow the admission requirements and degree requirements for their chosen emphasis.

The Master of Arts with an emphasis in Art History develops scholars and professionals who are knowledgeable about a wide range of art, from Ancient to Contemporary. Students develop a deep understanding of historical context, formal and stylistic development, as well as the relevant aesthetic theories and scholarly methodologies that define the discipline. Courses in art history teach students to speak and write clearly and creatively about art through the ages. The M.A. with an emphasis in Art History prepares scholars who plan to continue their graduate education, or who plan to pursue a career in teaching, museums, or arts management.

The Master of Arts with an emphasis in Studio Art develops critical understanding of art, aesthetics, cultural context, and studio practices. Students will acquire broad based knowledge and skills in studio media (with emphasis on two-dimensional, three-dimensional or mixed-media); personal aesthetic; understanding of movements and concepts in art history; an ability to analyze formal issues and apply accurate terminology to that analysis; abilities to exhibit knowledge of art historical scholarship and methodology verbally and in written form; abilities to organize an exhibition of their art works. The M.A. with an emphasis in Studio Art prepares students to continue their graduate education, become professional studio artists, and prepares scholars who plan to pursue a career in community art education, galleries or museums, or arts management.

### Admission Requirements

Prerequisites and Admission Requirements for MA in Art

1. Minimum upper-division requirements equivalent to UT Tyler's BA degree in Art History for students applying to the MA in Art with an emphasis in Art History or minimum upper-division requirements equivalent to UT Tyler's BFA degree in Studio Art for students applying to the MA in Art with an emphasis in Studio Art.
2. A minimum 3.0 grade-point average.
3. Completion of the appropriate applications for graduate admissions to the University.
4. A one-page typed statement of intent regarding the purpose and rationale for graduate study.
5. An original research paper showing competence in the use of the English language and with conducting research.
6. Curriculum Vita/resume
7. Three academic letters of recommendation
8. Official transcripts
9. Completion of the Graduate Record Exam (GRE)
10. Applicants for the emphasis in Studio Art must also submit the following:
  - a. A portfolio of 20 individual images of artwork on a CD. Digital submissions should be accompanied by a list containing the artist's name, title, dimensions, media, and date of completion. Three-dimensional works may include multiple views/details.
  - b. Artist Statement

### MA in Art with an Emphasis in Art History Degree Requirements

The MA in Art with an emphasis in Art History is a 36-hour degree program. All students complete a 6-hour set of Core Courses and 24 hours in art history electives. After 18 hours of study, students must select one of the two following options with an advisors approval.

Graduate students should take no more than 9 hours in a regular term and 6 hours during summer terms

#### Option I: M.A. in Art with an Emphasis in Art History With Thesis

1. Core Classes required of all students (6 hours)  
Select two of the following courses:  
ART 5337: Theory and Research methods in Art History  
ART 5336: Aesthetics and Criticism  
ART 5394: Contemporary Issues
2. Art History Electives (24 hours)
3. Thesis (6 hours)

#### Option II: M.A. in Art with an Emphasis in Art History Without Thesis

1. Core Classes required of all students (6 hours)  
Select two of the following courses:  
ART 5337: Theory and Research methods in Art History  
ART 5336: Aesthetics and Criticism  
ART 5394: Contemporary Issues
2. Art History Electives (24 hours)



## 3. Art History or Studio Art Electives (6 hours)

**Additional Requirements**

1. Language Requirement: Students must be proficient in German, French, or another language in consultation with a professor. The language requirement can be fulfilled concurrently with the degree program. Students are required to pass one of the following:
  - a. An oral and written proficiency exam given by the Department of Language and Literature (Spanish, French, or Latin)
  - b. A nationally standardized examination (such as the MLA Cooperative Foreign Language Test) in their chosen language
  - c. Receive a grade of "B" or higher in 12-16 semester hours of college-level classes in a single foreign language.
2. Students must receive a grade of "B" or higher in all graduate level coursework.
3. Students selecting Option II: MA in Art with an Emphasis in Art History Without Thesis must successfully complete a comprehensive examination.

**MA in Art Emphasis in Studio Art Degree Program Requirements (36 semester hours)**

All studio art graduate students seeking the MA or MFA degree enter the MA in ART with an emphasis in Studio Art program. The MA in Art with an emphasis in Studio Art is a 30-hour minimum, 36-hour maximum degree program. Upon completion of 6 hours of art history and 15 hours of studio art electives, students must declare whether they are going to complete the MA in Art with an emphasis in Studio Art or the MA in Art with an emphasis in Studio Art and Studio Art MFA coordinated degree program.

**Art History (9 hours)**

ART 5336	Aesthetics and Criticism
ART 5394	Contemporary Issues
	One of the following:
ART 5343	Graduate Studies in Greek and Roman Art
ART 5345	Graduate Studies in Renaissance Art History
ART 5346	Graduate Studies in Baroque and Rococo Art
ART 5347	Graduate Studies in Nineteenth Century Art
ART 5348	Graduate Studies in Art in America
ART 5349	Graduate Studies in Twentieth-Century Art
ART 5390	Selected Topics in Art

**Studio Art Electives (21 hrs.)****Thesis/Exhibition (6 hrs.)****MA in Art Emphasis in Studio Art Degree Program Requirements (30 semester hours)****Art History (6 hours)**

ART 5336	Aesthetics and Criticism
ART 5394	Contemporary Issues

**Studio Art Electives (18 hrs.)****Thesis/Exhibition (6 hrs.)****Additional Degree Completion Requirements**

1. Students must receive a grade of "B" or higher in all graduate level coursework.
2. All students admitted into the program are required to undergo a Portfolio Review after the completion of 15 hours. Recommendations for actions will be at the discretion of the faculty. This review must be successfully completed before enrolling in additional hours. Students may be dismissed from the program if the faculty, upon Portfolio Review, deems the student's progress not sufficient, or that the portfolio holds insufficient potential.

**Art M.A. with an Emphasis in Studio Art and Studio Art M.F.A. Coordinated Degree Program****(60 semester hours total)**

The MFA in Studio Art provides the means for candidates to develop as contemporary visual artists. Through a conservatory approach, candidates acquire the skills necessary to create sophisticated aesthetic statements, master technical and formal interests, practice professional behaviors, and mature their understanding of form and content. Explorations in critical analysis, research methods, and contemporary theory are linked by extensive considerations of innovative problem solving. The MFA program provides the context in which students join elements into a holistic philosophical, aesthetic and practical knowledge of the discipline.

**Admission Requirements**

Acceptance into the MFA program requires a positive recommendation by a faculty review committee, which meets at the time of the candidate's MA thesis exhibition. The committee reviews the student's progress upon the completion of 30 graduate hours taken within the MA in Art with an emphasis in Studio Art program. The committee will recommend the candidate continue with the Studio Art MFA coordinated degree program or finalize studies at the University with a completed MA degree.

**Studio Art M.F.A. Coordinated Degree Program Requirements (30 semester hours)****Art History (6 hours)**

Select two of the following:

ART 5343	Graduate Studies in Greek and Roman Art
ART 5345	Graduate Studies in Renaissance Art History
ART 5346	Graduate Studies in Baroque and Rococo Art
ART 5347	Graduate Studies in Nineteenth Century Art
ART 5348	Graduate Studies in Art in America
ART 5349	Graduate Studies in Twentieth-Century Art
ART 5390	Selected Topics in Art

**Studio Art Electives (15 hours)****Thesis/Exhibition (9 hours)****Additional Degree Completion Requirements**

1. Students must receive a grade of "B" or higher in all graduate level coursework.
2. All students admitted into the program are required to undergo a Portfolio Review after the completion of 15 hours. Recommendations for actions will be at the discretion of the faculty. This review must be successfully completed before enrolling in additional hours. Students may be dismissed from the program if the faculty, upon Portfolio Review, deems the student's progress not sufficient, or that the portfolio holds insufficient potential.

## Department of Biology

**Dr. Lance Williams, Chair**

### Biology M.S.

The Department of Biology offers graduate studies leading to the degree of Master of Science in Biology with a thesis and a non-thesis option (see below). The program is designed to provide graduate education for students who intend to pursue vocations in industry, government, teaching, research, and further graduate education leading to a doctorate. The department offers course work and research in the following general areas: genetics, genomics, bioinformatics, evolutionary biology, phylogenetics, developmental biology, molecular biology, synthetic biology, microbiology, insect biology, conservation biology, and ecology. This program is designed for students preparing for careers requiring analytical, research, and problem solving skills.

### **Master of Science in Biology--Total Semester Hours=30**

#### **Admission Requirements**

In addition to the general requirements for admission to Graduate School, the requirements for admission to the Master of Science in Biology are as follows:

1. Bachelor's degree in science with a major in biology or a closely related field from an accredited college or university with a minimum grade point average of 3.0/4.0 or equivalent.
2. A satisfactory score on the General Test (verbal, quantitative, and analytical) of the Graduate Record Examination (GRE). Students who do not have satisfactory scores on the GRE may be admitted under the condition that they obtain a grade of "B" or higher on a prescribed set of undergraduate and/or graduate courses that are approved by the department.
3. A satisfactory grade point average on all prior advanced (junior, senior and graduate) work taken.
4. A satisfactory score on TOEFL or an equivalent test for applicants whose native language is not English.
5. Curriculum Vitae.
6. Statement of research interests.
7. Approval by departmental Graduate Affairs Committee and the Graduate Program Coordinator.
8. Consideration may also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation

college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### Degree and Graduation Requirements

#### **Thesis Option**

Each candidate for the M.S. degree in Biology (thesis option) must:

1. Complete a minimum of 30 semester hours of graduate credit including six hours of thesis (BIOL 5395, BIOL 5396).
2. Complete a research-based thesis.
3. Maintain a minimum grade point average of 3.0 on all course work. Only grades of "B" or better can be applied toward the degree.
4. Demonstrate satisfactory performance on a final comprehensive oral and/or written examination covering the courses, thesis and other academic or laboratory components of the student's program selected by the graduate advisory committee. **Non-thesis Option**

Each candidate for the M.S. degree in Biology (non-thesis option) must:

1. Complete a minimum of 30 semester hours of graduate credit including six hours of Biological Research (BIOL 5394).
2. Maintain a minimum grade point average of 3.0 on all course work. Only grade of B or better will be applied toward the degree.
3. Demonstrate satisfactory performance on a final comprehensive oral and /or written examination covering the courses, a non-research based professional paper, and other academic or laboratory components of the student's program selected by the graduate advisory committee.

## Department of Chemistry and Biochemistry

### Chemistry M.S.\*

The Master of Science in Chemistry can be viewed as either a terminal or non-terminal degree, serving as preparation for employment in chemical and related industries, in a wide range of government agencies, and in community colleges. The degree has both thesis and non-thesis options. The thesis option is designed to prepare students for careers in industry, in advanced research, and for further study toward Ph.D. degrees in biochemistry, chemistry, materials science, chemical engineering, forensics, pharmacology, toxicology, oceanography, medicine, environmental science, and related fields. The non-thesis option focuses on preparing students for chemical careers that typically do not have a research component. This option is an excellent choice for students wanting to become faculty members at the junior college level and for high school teachers seeking the credentials necessary to teach dual credit. The non-thesis option is designed to be a viable option for current teachers and others members of the workforce returning to college to advance their career opportunities.

*\*This program will be available "pending approval by the Southern Association of Colleges and Schools Commission on Colleges."*

## Admission Requirements

In addition to the general requirements for admission to graduate study at The University of Texas at Tyler, the requirements for admission to the Master of Science in Chemistry are as follows:

1. The submission of complete official transcripts from all prior academic institutions which the student attended.
2. A completed application to the Office of Graduate Admissions.
3. A satisfactory score on the General Test (verbal reasoning, quantitative reasoning, and critical thinking/analytical writing) of the Graduate Record Examination (GRE) within the last 5 years.
4. Three letters of reference.
5. The equivalent of an American Chemical Society (ACS) certified B.S. in Chemistry with an average GPA of 3.0 in all chemistry courses completed. Students who fail to meet the minimum GPA requirement may prove proficiency by achieving an acceptable score on three ACS graduate placement exams.
6. A demonstrated proficiency in the use of the English language, both spoken and written. The student may be required to pass an English proficiency test.
7. Approval by the Departmental Graduate Committee.
8. Consideration may also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

## Degree Requirements - Non-Thesis Option

1. Complete a minimum of 30 semester hours of approved graduate credit.
2. Required Courses (3 hours). Complete CHEM 5301 Introduction to Graduate Teaching and Research.
3. Prescribed Electives (21 Hours). Complete 7 of the following courses with approval of advisor.
  - a. CHEM 5310 Advanced Analytical Chemistry
  - b. CHEM 5312 Chemical Sensors
  - c. CHEM 5320 Advanced Biochemistry
  - d. CHEM 5321 Biochemical Foundation and Treatment of Disease
  - e. CHEM 5331 Bioinorganic Chemistry
  - f. CHEM 5332 Organometallic Chemistry
  - g. CHEM 5340 Physical Organic Chemistry
  - h. CHEM 5341 Organic Synthesis
  - i. CHEM 5342 Macromolecular Chemistry
  - j. CHEM 5350 Quantum Chemistry
  - k. CHEM 5351 Molecular Spectroscopy
  - l. CHEM 5390 Advanced Topics in Chemistry
  - m. CHEM 5301 Introduction to Graduate Teaching and Research
4. Free Elective (6 hours). In consultation with advisor, complete 6 hours of chemistry graduate coursework. With advisor approval, a student may substitute up to 6 hours of graduate work from another discipline (6 hours).

## Degree Requirements - Thesis Option

1. Complete a minimum of 30 semester hours of approved graduate credit.

2. Required Courses (9 hours). Complete CHEM 5395: Thesis I, CHEM 5396: Thesis II, and CHEM 5301: Introduction to Graduate Teaching and Research.
3. Prescribed Electives (18 Hours). Complete 6 of the following courses with approval of advisor.
  - a. CHEM 5310 Advanced Analytical Chemistry
  - b. CHEM 5312 Chemical Sensors
  - c. CHEM 5320 Advanced Biochemistry
  - d. CHEM 5321 Biochemical Foundation and Treatment of Disease
  - e. CHEM 5331 Bioinorganic Chemistry
  - f. CHEM 5332 Organometallic Chemistry
  - g. CHEM 5340 Physical Organic Chemistry
  - h. CHEM 5341 Organic Synthesis
  - i. CHEM 5342 Macromolecular Chemistry
  - j. CHEM 5350 Quantum Chemistry
  - k. CHEM 5351 Molecular Spectroscopy
  - l. CHEM 5390 Advanced Topics in Chemistry
4. Free Elective (3 hours). In consultation with advisor, complete an additional 3 hours of graduate chemistry coursework. With advisor approval, a student may substitute up to 3 hours of graduate work from another discipline.

## Graduation Requirements Thesis Option

Candidates for the Thesis Option for Master of Science in Chemistry must also meet the following requirements:

1. Maintain a minimum grade point average of 3.0 in all course work required for the degree. Only grades of "C" or better can be applied toward the degree.
2. Submission of a written thesis describing an original research project. The thesis must be of scientific significance and suitable for publication in refereed scientific journals. The student must then defend the thesis at an oral examination administered by the Thesis Advisory Committee.
3. Satisfactory performance on a final comprehensive, oral examination covering the thesis and related foundations in chemistry.

## Graduation Requirements Non-Thesis Option

Candidates for the Non-Thesis Option for Master of Science in Chemistry must also meet the following requirements:

1. Maintain a minimum grade point average of 3.0 in all course work required for the degree. Only grades of "C" or better can be applied toward the degree.
2. Demonstrate satisfactory performance on a final comprehensive oral and /or written examination covering the courses, a non-research based professional paper, and other academic or laboratory components of the student's program selected by the graduate advisory committee.

## Thesis Advisory Committee

A thesis research project will begin during the first semester of full-time graduate work. The student and thesis advisor will select two additional members from the graduate faculty in the Department of Chemistry to serve on the Thesis Advisory Committee.

## Full-time Status

Full-time graduate students are expected to register for minimum of 9 semester credit hours each long semester.

### Transfer of Graduate Credit

Transfer of graduate credit from a regionally accredited institution is limited to 9 hours. All transfer credit must have been completed with a grade of “B” or better and approved by the departmental Graduate Committee and the Department Chair.

## Department of Communication

### Dr. Dennis Robertson, Interim Chair

The Department of Communication offers the Master of Arts in Communication degree. This communication degree provides academic preparation for those pursuing professional careers in speech communication, teaching, and journalism, and will develop critical understanding of communication, aesthetics and cultural education.

### Communication M.A.

The Master of Arts in Communication degree is a course of study for persons in or preparing for further graduate study or mid-level and upper-level professional positions in public and nonprofit organizations. The program emphasizes the theoretical, practical, and analytical abilities required of persons holding responsible communication positions. Centered in the Department of Communication, it also permits the incorporation of specialized fields of interest such as general communication, journalism, mass communication, and speech communication.

The course of study is designed to prepare students for matriculation to doctoral programs in communication and to train degree recipients for teaching responsibilities at the junior college level.

**Master of Arts in Communication--Total Semester Hours=36**

### Admission Requirements

The requirements for admission to the communication MA program are as follows:

1. A baccalaureate degree from an accredited college or university.
2. A minimum grade point average of 3.0 on a 4-point scale on all upper-division course work.
3. A satisfactory score on the General Test (verbal, quantitative, and analytical) of the Graduate Record Examination (GRE). The GRE should be completed prior to the conclusion of the first long semester of enrollment.
4. Two favorable letters of recommendation.
5. Additional consideration for admission will be based upon the applicant’s demonstrated commitment to his or her chosen field of study, involvement and level of responsibility in non-academic matters including extracurricular activities, employment, community service, and socioeconomic background.
6. Students who do not have a journalism, mass communication, or speech communication major or minor in their undergraduate studies may be required to take leveling courses as determined by the communication graduate faculty.

## Degree Requirements

All candidates for the Master of Arts degree in communication must meet the following requirements:

1. Completion of a minimum of 36 hours of graduate credit with a cumulative grade-point average of 3.0 in all course work applied towards the degree.
2. No more than six semester hours in independent study courses may be applied to this degree.
3. A grade of “B” or better in each core course.
4. Satisfactory performance on a comprehensive written and/or oral examination, to be taken during the student’s last semester of enrollment, over the work covered in his or her degree program (see specific requirements of thesis and non-thesis options below).
5. Students choosing the thesis option must submit a standard master’s quality thesis involving original research and satisfactorily defend the thesis. Students choosing the thesis option must complete 30 hours of coursework and COMM 5395 Thesis I and COMM 5396 Thesis II.
6. Students choosing the non-thesis option must complete 36 hours of coursework and satisfactorily complete a comprehensive examination over coursework taken.

## MA Course Requirements

### Core Courses (9 Hrs.)

COMM 5308	Seminar in Communication Theories
COMM 5310	Communication Research Methods
COMM 5311	Seminar in Communication

### Elective Courses (21 hrs. for Thesis Option; 27 hrs. for Non-Thesis Option)

COMM 5301	Literature of Journalism
COMM 5302	Seminar in Rhetorical Criticism
COMM 5303	Public Opinion and Propaganda
COMM 5315	Mass Media and Popular Culture
COMM 5328	Leadership and the Group Process
COMM 5329	Topics in Communication Theory
COMM 5330	Gender and Communication
COMM 5335	Seminar in Organizational Communication
COMM 5340	Seminar in Intercultural Communication
COMM 5344	Seminar in Media Ecology
COMM 5345	New Media Theories and Applications
COMM 5350	Nonverbal Communication
COMM 5399	Independent Study

### Thesis Option (6 hrs.)

COMM 5395	Thesis I
COMM 5396	Thesis II

## Department of Literature and Languages

### Dr. Hui Wu, Chair

The Department of Literature and Languages offers a Master of Arts degree in English, with face-to-face and online options, and elective courses for students seeking other graduate degrees.

### English M.A.

The Master of Arts degree in English at UT Tyler provides exciting opportunities for study in the fields of literature, writing, and rhetoric. Its mission is to graduate students who have mastered advanced skills in critical thinking, textual interpretation, rigorous researching, and

analytical writing. The program offers students a deepened understanding of literature's cultural intellectual legacy, the ability to write well and with discernment, and the skills needed to effectively acquire knowledge and to communicate ideas in preparation for employment or doctoral study.

## Master of Arts in English--Total Semester Hours=36

### Admission Requirements

1. A baccalaureate degree from an accredited college or university
2. A satisfactory score on the General Test of the Graduate Record Exam. Emphasis will be placed on scores for the Verbal Reasoning and Analytical Writing sections of the test. Provisional admission may be granted without initial submission of a GRE score. However, a GRE score must be submitted by the end of the first long semester. A GRE waiver may be granted for a recent master's degree in a field related to English.
3. A minimum grade point average of 3.25 on a 4.0 point scale for at least forty-eight hours of upper-division coursework.
4. A minimum grade point average of 3.50 on a 4.0 point scale for at least twenty-one hours of undergraduate English courses, including a minimum of twelve hours of upper-division coursework.
5. A Statement of Purpose of maximum 500 words stating the applicant's reasons for pursuing an English M.A. This essay should be signed, single-spaced, and word-processed.
6. Consideration may be given to one or more of the following factors: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, multilingual proficiency, geographic region of residence, status as a first generation college graduate, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.
7. Conditional admission may be granted if an admission requirement is not met in an otherwise strong application. To be considered for conditional admission a GRE score or a GRE waiver is required.
8. Meeting all admissions requirements is not a guarantee of admission.

### Degree Requirements

A total of thirty-six semester hours of English graduate-level coursework is required. No more than six semester hours in graduate independent study courses and six semester hours in travel/study courses may be applied. Twelve semester hours of a single foreign language or an equivalent competency must be completed prior to program admission or while in the English M.A. program. Neither a student's native language nor English as a second language may be used to meet the foreign language requirement. No more than nine hours of graduate credit in which a "B" or better has been earned may be transferred from another institution. Transfer work is subject to approval by the graduate s advisor.

#### Option I: Master of Arts in English with Thesis (36 hours)

ENGL 5300	Bibliography and Methods of Research
ENGL 5397	Guided Integrative Study
ENGL 5396	Thesis II

#### Required Courses (9 hrs.)

ENGL 5300	Bibliography and Methods of Research
ENGL 5397	Guided Integrative Study
ENGL 5396	Thesis II

Notes: ENGL 5300 should be taken during the semester of entry. If enrolling in more than one thesis semester after advisor approval, select ENGL 5395 Thesis I prior to taking ENGL 5396 Thesis II.

#### Writing, Rhetoric, and Theory (6 hrs.):

ENGL 5367	Studies in Creative Writing
ENGL 5382	Contrastive Linguistics
ENGL 5385	Literary Theory and Criticism
ENGL 5388	History and Practice of Rhetoric
ENGL 5389	Practicum in Composition Instruction
ENGL 5390	Studies in Composition
ENGL 5391	Studies in Technical and Scientific Writing
ENGL 5392	History, Theory and Practice of Writing Centers

Note: ENGL 5388 or ENGL 5390 and ENGL 5389 are required for Teaching Assistants.

#### Select from the following (12 hrs.):

##### Early, Early Modern Literature (6 hrs.)

ENGL 5305	Chaucer and Middle English Literature
ENGL 5310	Masters of English Literature
ENGL 5315	Studies in the English Renaissance
ENGL 5320	Shakespeare
ENGL 5321	Studies in English Neoclassical Literature
ENGL 5340	Masters of American Literature
ENGL 5346	American Literature through the Romantic Period
ENGL 5348	American Renaissance
ENGL 5370	Studies in World Literature

##### Later Literature (6 hrs.)

ENGL 5310	Masters of English Literature
ENGL 5323	Studies in Romanticism
ENGL 5325	Studies in Victorian Literature
ENGL 5330	English Literature: Twentieth Century
ENGL 5340	Masters of American Literature
ENGL 5350	Studies in American Literary Realism
ENGL 5355	Studies in Twentieth-Century American Literature
ENGL 5370	Studies in World Literature
ENGL 5386	The Modern Novel

#### Electives (9 hrs.)

An elective is any graduate-level English course offered by the English M.A. program.

#### Option II: Master of Arts in English without Thesis (36 hours)

ENGL 5300	Bibliography and Methods of Research
ENGL 5397	Guided Integrative Study

#### Required Courses (6 hrs.)

ENGL 5300	Bibliography and Methods of Research
ENGL 5397	Guided Integrative Study

Notes: ENG 5300 should be taken during the semester of entry.

#### Writing, Rhetoric, and Theory (6 hrs.):

ENGL 5367	Studies in Creative Writing
ENGL 5382	Contrastive Linguistics
ENGL 5385	Literary Theory and Criticism
ENGL 5388	History and Practice of Rhetoric
ENGL 5389	Practicum in Composition Instruction
ENGL 5390	Studies in Composition
ENGL 5391	Studies in Technical and Scientific Writing
ENGL 5392	History, Theory and Practice of Writing Centers

Note: ENGL 5388 or ENGL 5390 and ENGL 5389 are required for Teaching Assistants.

**Early, Early Modern Literature (6 hrs.)**

ENGL 5305	Chaucer and Middle English Literature
ENGL 5310	Masters of English Literature
ENGL 5315	Studies in the English Renaissance
ENGL 5320	Shakespeare
ENGL 5321	Studies in English Neoclassical Literature
ENGL 5340	Masters of American Literature
ENGL 5346	American Literature through the Romantic Period
ENGL 5348	American Renaissance
ENGL 5370	Studies in World Literature

**Later Literature (6 hrs.)**

ENGL 5310	Masters of English Literature
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ENGL 5330	English Literature: Twentieth Century
ENGL 5340	Masters of American Literature
ENGL 5350	Studies in American Literary Realism
ENGL 5355	Studies in Twentieth-Century American Literature
ENGL 5370	Studies in World Literature
ENGL 5386	The Modern Novel

**Electives (12 hrs.)**

An elective is any graduate-level English course offered by the English M.A. program.

**Graduation Requirements**

1. A cumulative grade point average of 3.0 for all graduate-level coursework attempted.
2. Successful completion of ENGL 5397 with exit examination for the non-thesis option or successful completion of ENGL 5397 with exit examination and ENGL 5396 for the thesis option.
3. Demonstrated reading knowledge of a foreign language at the intermediate level.
4. For graduation from UT Tyler, all degree requirements must be completed within a six-year period.

**Other Course Offerings**

Although UT Tyler does not offer graduate degrees in Philosophy or Spanish, courses in these areas are offered as electives within the Department of Literature and Languages for students seeking graduate degrees in other disciplines.

**Department of Mathematics**

**Dr. Sheldon Davis, Chair**

**Mathematics M.S.**

The Master of Science in mathematics program is designed to provide a graduate level education for students who intend to teach at various levels, who will continue or seek employment within the industrial sector, or who intend to continue their education beyond the master's level at other institutions.

**Master of Science in Mathematics--Total Semester Hours=36****Admission Requirements**

In addition to the general requirements for admission to graduate study, the requirements for admission to the mathematics programs are as follows:

1. A satisfactory score on the General Test of the Graduate Record Examination (GRE).
2. A satisfactory grade point average on all prior advanced level (junior, senior, and graduate) work taken.
3. A proficiency in the use of the English language. If a student's verbal score on the General Test of the GRE is below an acceptable minimum, the student must pass an English proficiency test.
4. The equivalent of an undergraduate degree in mathematics at this institution. Must meet deficiencies before Full Admission is granted.
5. Students who do not have satisfactory scores on the Graduate Record Examination may be admitted under the condition that they obtain a grade of "B" or higher in a prescribed set of graduate courses that are approved by the department.
6. Consideration is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

**Degree Requirements**

Each candidate for the degree must complete:

**A minimum of 36 semester hours of graduate credit which may include a research project or thesis**

**A core curriculum:**

MATH 5331	Algebra I
MATH 5341	Real Analysis I
MATH 5351	Mathematical Probability
MATH 5381	Applied Mathematics I

**At least two of the following:**

MATH 5332	Algebra II
MATH 5342	Real Analysis II
MATH 5352	Mathematical Statistics
MATH 5382	Applied Mathematics II

**Graduation Requirements**

Candidates for the master's degree in mathematics must also meet the following requirements:

1. A cumulative 3.0 grade point average on all course work. Only grades of "B" or better can be applied towards the degree.
2. Satisfactory performance on a final comprehensive examination covering those core courses and either the thesis, project or an additional area within the students program selected by the student in conjunction with the graduate advisor.

**Department of Political Science and History**

**Dr. Marcus Stadelmann, Chair**

**Political Science M.A.**

The Master of Arts in Political Science focuses instruction on four areas: American politics, political theory, comparative politics, and international relations. This course of study is designed to 1) prepare students for matriculation to doctoral programs in political science, 2) train degree recipients for teaching responsibilities at the junior college level, and/or 3) provide professional competencies for private and public sector employment.

## Master of Arts in Political Science--Total Semester Hours=36

### Admissions Requirements

In addition to the general requirements for admission to graduate study, the requirements for admission to the political science program are as follows:

1. A baccalaureate degree from an accredited college or university.
2. A satisfactory score on the General Test (verbal, quantitative, and analytical) of the Graduate Record Examination (GRE).
3. A satisfactory grade-point average on all prior advanced-level (junior, senior, and graduate) work (Minimum GPA - 3.0).
4. Consideration is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### Degree Requirements

The Master of Arts degree in Political Science is intended for students seeking broad knowledge of the field of political science, and who may wish to complement that knowledge with additional course work and intensive reading within the discipline. Students will take 36 hours of coursework and then show mastery of three of the major sub-disciplines of Political Science by passing written comprehensive examinations in each.

#### Master of Arts in Political Science

##### Five core seminars (15 hrs.)

POLS 5300	Seminar in Scope and Methods
POLS 5311	Seminar in American Government
POLS 5321	Seminar in Political Theory
POLS 5331	Seminar in Comparative Politics
POLS 5341	Seminar in International Relations

##### Approved electives (21 hrs.)

### Graduation Requirements

All candidates for the Master of Arts degree in political science must also meet the following requirements:

1. A cumulative grade-point average of 3.0 in all course work applied towards the degree.
2. Satisfactory performance on a final comprehensive written examination. The examination will consist of questions from three of the following sub-disciplines: American politics; comparative politics; international relations; political theory. The student must take at least 6 hours of coursework in a sub-discipline in order to take an exam in that sub-discipline.

### History M.A.

The Master of Arts degree in history emphasizes instruction in the following areas: (1) European History; (2) United States History; and (3) World History. The program is designed for students wishing to pursue graduate study in history. It may also serve those who wish to pursue elementary, secondary, or junior college teaching careers; those who wish to work in public history; and those for whom a graduate degree in history can further their professional or personal goals.

## Master of Arts in History--Total Semester Hours=36

### Admission Requirements

1. A baccalaureate degree in History from an accredited college or university or a baccalaureate degree outside of History that includes a minimum of 12 semester hours of upper-division History courses.
2. A satisfactory score on the Graduate Record Examinations (GRE) or the Miller Analogies Test (MAT).
3. A minimum GPA of 3.0 on all prior upper-division work.
4. Consideration is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### Degree Requirements

A total of 36 semester hours of graduate work is required. A student may transfer a maximum of six semester hours of graduate work in which a grade of "B" or better has been earned from approved institutions. All transfer work is subject to approval by the student's advisor. No more than six semester hours in independent study courses and six semester hours in travel/study courses may be applied to this degree.

Option I: Master of Arts Degree in History (With Thesis).

Option II: Master of Arts Degree in History (Without Thesis).

#### Reading Seminars - one in each of the following areas (9 hours)

European History	Before 1715 or since 1715
United States History	To 1877 or since 1877
World History	African History or Latin American History

#### Research Seminar (3 hours)

HIST 5310	Seminar in History
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#### Historiography (3 hours)

HIST 5394	Historiography
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#### Thesis (Option I only) 6 hours

HIST 5395	Thesis
HIST 5396	Thesis

#### Other History Course Electives (15-21 hours)

Option I	15 hours
Option II	21 hours

### Graduation Requirements

1. A cumulative grade point average of 3.0 in all graduate history work attempted.
2. Successful completion of a thesis (Option I) or of written comprehensive examination (Option II).
3. Foreign language - twelve credit hours, or demonstrated reading knowledge, of a single foreign language only for Option I students whose thesis topic focuses on a country where English is *not* the primary language.

## Department of Social Sciences

Dr. Thomas Guderjan, Chair

## Master of Public Administration

The Master of Public Administration degree is a professional course of study for persons in, or preparing for, mid-level or upper-level management positions in public and nonprofit organizations. The program emphasizes the theoretical, practical, and analytical abilities required of persons holding responsible public positions. Centered in the Department of Social Sciences, it also permits the incorporation of specialized fields of interest such as general administration, criminal justice, urban and regional planning, research and evaluation, and health care administration.

The program has two tracks/concentrations: The Generalist MPA and Executive Health Care Administration

### Admission Requirements

1. A baccalaureate degree from an accredited college or university.
2. A minimum grade point average of 3.0 on a 4 point scale on the last 60 hours of undergraduate and/or graduate coursework. Candidates with advanced degrees will be given preference.
3. For applicants to the Generalist track:
  - a. Three years of full-time employment in a public or non-profit organization is required. A curriculum vita should be submitted to document employment in a public or non-profit organization. A satisfactory score on the Verbal and Quantitative sections of the Graduate Record Examination (GRE) may be substituted for the employment requirement in the Generalist track.
  - b. A letter expressing interest and motivation for pursuing the degree should be submitted; and an interview may be required
  - c. A course in research methods is recommended before admission to that track
4. In addition to requirements 1. and 2., applicants to the Health Care Administration track must have at least three years of full-time employment in a health care profession. They must also submit:
  - a. An Applicant Information Sheet
  - b. A 300 word written essay
  - c. A resume'
  - d. Three letters of recommendation; preferably one from a supervisor

An on-campus interview with the Director of the Health Care Administration track or other designated faculty member is also required.

5. Consideration is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### MPA Generalist Concentration Degree Requirements

Each candidate for the degree must satisfactorily complete 36 hours of course work as indicated:

#### Core Curriculum (21 hours required)

MANA 5320	Organizational Behavior
PADM 5331	Information Systems in Public Administration
PADM 5332	Public Budgeting and Finance

PADM 5336	Administrative Ethics
MANA 5350	Strategic Human Resources Management
PADM 5396	Research Methods
PADM 5353	Public Administration Capstone Seminar

#### Area of Concentration (9 hours)

The MPA program offers 5 areas of concentration: general administration, criminal justice, urban and regional planning, research and evaluation, and health care administration.

#### General Administration (9 hrs.):

3 hours selected from the following courses:

PADM 5335	Topics in Policy Analysis
PADM 5338	Program Evaluation
PADM 5397	Advanced Social Science Analysis

6 additional hours in appropriate graduate courses in public administration, economics, geography, political science, and sociology. To be decided with the consent of the MPA coordinator.

#### Criminal Justice (9 hrs.):

CRIJ 5303	Contemporary Criminological Theory
	6 additional graduate hours in criminal justice

#### Urban and Regional Planning (9 hrs.):

GEOG 5330	Geographic Information Systems
PADM 5339	Urban and Regional Planning
SOCI 5307	Seminar in Metropolitan Problems
SOCI 5385	Studies In Demography

#### Research and Evaluation (9 hrs.):

PADM 5335	Topics in Policy Analysis
PADM 5338	Program Evaluation
PADM 5397	Advanced Social Science Analysis

#### Health Care Administration (9 hrs.):

PADM 5344	Health Policy and Politics
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#### 6 hours to be selected from the following courses:

ALHS 5350	Public Health Administration
ECON 5340	Economics of Public Policy
MANA 5320	Organizational Behavior
PADM 5338	Program Evaluation
HECC 5370	Ethics
	or
NURS 5308	Contemporary Healthcare Ethics

ECON 5340: has economics prerequisites

#### Electives (6 hours)

To be chosen with the consent of MPA Coordinator to strengthen students' programs and might emphasize either substantive content or skill development. Students without previous agency experience may elect to take an additional 6 hours of internship. Internship credit must be in addition to the 36 hour degree requirement.

### Graduation Requirements

All candidates for the Master of Public Administration degree Generalist Track must also meet the following requirements:

1. A cumulative grade point average of 3.0 (4.0 basis) on all work taken for graduate credit. No course with a grade below "C" may be applied toward this degree.
2. A grade of no lower than "B" in the capstone course.



## Executive Health Care Administration MPA Degree Requirements

The Executive Health Care (EHCA) concentration is designed for working members of the healthcare community. The program is taught using the "hybrid" model with one week of concentrated on-site instruction in Tyler and additional requirements to be met online using Blackboard course management system. Courses are taught by expert visiting faculty from around the country.

The EHCA program requires 36 semester credit hours. Students take three courses (nine credit hours) per semester and complete the degree in three regular semesters plus one summer session at the end of the program. The EHCA concentration is tightly sequenced and each cohort is admitted once a year in the Fall semester. A student who misses a course will be required to wait for the next cohort.

Each candidate for the degree must satisfactorily complete 36 hours of course work as indicated:

### Core Curriculum (9 hours required)

PADM 5332	Public Budgeting and Finance
PADM 5350	Seminar in Human Resources Management (Same as MANA 5350)
PADM 5335	Topics in Policy Analysis

### Health Care Concentration (27 hours)

EHCA 5360	Introduction to the American Healthcare System
EHCA 5361	Healthcare Accounting
EHCA 5363	Healthcare Negotiation and Communication
EHCA 5365	Managerial Epidemiology
EHCA 5366	Healthcare Advertising, Promotion, and Marketing
EHCA 5367	Biostatistics
EHCA 5368	Strategic Planning for Health Care
EHCA 5370	Health Economics
EHCA 5371	Health Services Capstone

## Graduation Requirements

All candidates for the Executive Health Care Administration concentration must also meet the following requirements:

1. A cumulative grade point average of 3.0 (4.0 basis) on all work taken for graduate credit. No course with a grade below "C" may be applied toward this degree.
2. Satisfactory performance on the final project and oral defense of the project in EHCA 5371: Healthcare Capstone. Any student who fails the oral component may, upon recommendation of the Graduate Coordinator, be granted permission to take a second examination. Upon failing the second examination, the student will be dropped from the program.

## Executive Health Care Administration Certificate

Designed to meet the needs of those who hold non-administrative titles but who desire to move into health care administration, the certificate provides five core courses in health care administration and introduces the student to the administrative side of health care.

The core courses include:

EHCA 5360	Introduction to the American Healthcare System
EHCA 5366	Healthcare Advertising, Promotion, and

PADM 5335	Marketing
PADM 5350	Topics in Policy Analysis Seminar in Human Resources Management (Same as MANA 5350)
PADM 5380	Topics in Public Administration

## Criminal Justice M.S.

The purpose of this degree is to provide students with an opportunity for graduate-level education and a specialized degree in criminal justice. This degree will meet the educational needs of several types of students: (1) existing and prospective criminal justice agency personnel wishing to advance their knowledge and credentials in criminal justice, (2) students wishing to prepare for doctoral level work, (3) students wishing to prepare for community college teaching, and (4) students seeking more knowledge of crime and criminal justice.

## Master of Science in Criminal Justice--Total Semester Hours=36

### Admission Requirements

1. A baccalaureate degree from an accredited college or university.
2. A minimum grade point average of 3.0 on a 4 point scale on the last 60 hours of upper division coursework leading to the baccalaureate degree.
3. A minimum grade point average of 3.00 on at least 15 hours of undergraduate coursework in the social sciences.
4. A minimum grade of "C" in an upper division social science research methods course.
5. Three years of full-time employment in the social services or criminal justice sectors. A curriculum vita should be submitted to document employment. A satisfactory score on the Verbal and Quantitative sections of the Graduate Record Examination (GRE) may be substituted for the employment requirement.
6. Consideration is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### Degree Requirements

The Master of Science in Criminal Justice is a 36-hour degree. Students may choose the thesis or non-thesis option that includes comprehensive exams. The thesis option is recommended for those students who seek research experience or wish to pursue a doctorate.

### Leveling Requirement (hours do not apply to degree requirements)

CRIJ 5300	Survey of Criminal Justice
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required for those students lacking a criminal justice background

### Required courses—21 hours

#### Ethics:

CRIJ 5336	Administrative Ethics
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#### Administration:

CRIJ 5309	Seminar in Criminal Justice Administration
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#### Corrections:

CRIJ 5313	Contemporary Issues in Corrections
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**Criminological Theory:**

CRIJ 5303 Contemporary Criminological Theory

**Law Adjudication:**

CRIJ 5302 Judicial Policy and Social Process

**Law Enforcement:**

CRIJ 5332 Law Enforcement: Environment and Practice

**Research and Analysis:**

CRIJ 5396 Research Methods

**Area of Concentration****Criminal Justice Generalist - Nine Hours Minimum**

CRIJ 5301 Concepts of Law and Justice

CRIJ 5307 Criminal Justice Policy

CRIJ 5340 Violence and Society

CRIJ 5310 Topics in Criminal Justice

Approved Elective/Thesis

**Management - Nine Hours Minimum**

PADM 5330 Survey of Public Administration

PADM 5331 Information Systems in Public Administration

PADM 5332 Public Budgeting and Finance

PADM 5337 Administrative Law

PADM 5350 Seminar in Human Resources Management (Same as MANA 5350)

Approved Elective/Thesis

**Research - Nine Hours Minimum**

CRIJ 5397 Advanced Social Science Analysis

CRIJ 5338 Program Evaluation

PADM 5335 Topics in Policy Analysis

Approved Elective/Thesis

**Thesis Option****Six semester hours from:**

CRIJ 5394 and CRIJ 5395

**Electives**

CRIJ 5199 - CRIJ 5699 Independent Study - may be taken for one to six credit hours with permission of advisor and department chair

**Other electives may be selected from:**

Public Administration

Economics

Psychology

Sociology

**Optional**

Graduate level internships (CRIJ 5370 and CRIJ 5371) are available but may not be counted toward the 36-hour degree requirement.

**Graduation Requirements**

1. All students must achieve a cumulative 3.0 GPA on all work applied to the degree.
2. Thesis students must submit a standard master's quality thesis acceptable to a committee comprised of three UT Tyler faculty members, two of whom (including the thesis chair) must be criminal justice faculty. Thesis students will also give an oral defense of their thesis to faculty and students.
3. Non-thesis students must pass a final written comprehensive examination covering all core course work applied to the degree.

# GRADUATE SOULES COLLEGE OF BUSINESS

**Dr. Roger Lirely, Interim Dean**

## Master of Business Administration

The basic objective of the Master of Business Administration (MBA) degree program is to offer individuals an opportunity to develop corporate leadership ability in an increasingly complex and dynamic global society by enhancing their knowledge, managerial skills and perspective. The broad, integrated curriculum provides the student with an opportunity to gain understanding of the major facets of multinational business operations in a competitive environment. The program includes work in the theoretical foundations of business, quantitative controls, decision-making, the development of advanced functional skills, and the global and ethical environment of business. An opportunity is also provided for a limited degree of specialization. The degree may be delivered face-to-face, online, hybrid and in an executive format.

The program is a non-thesis program designed for graduates from recognized colleges of business as well as graduates in liberal arts, science, engineering, nursing, or other fields desiring to undertake professional studies in the area of business administration.

### Admissions

The requirements to be a graduate student in business administration are:

1. Admission to the degree program is determined primarily on the basis of predictors of success in graduate study:
  - a. a baccalaureate degree from a regionally accredited institution,
  - b. grade point average computed on the last 60 undergraduate hours and
  - c. a satisfactory score on the Graduate Management Admissions Test (GMAT). In rare instances the Graduate Record Examination (GRE) may be accepted in lieu of the GMAT.
2. Quantitative measures are integrated into an index that multiplies the applicant's 60-hour GPA times 200 and adds the total GMAT score (60-hour GPA X 200) + GMAT = >1000. An index score of greater than 1000 is typical of a successful candidate. If the student's 60-hour GPA is above 3.25 the GMAT may be waived.
3. Additionally, applicants with three or more years of extensive managerial work experience (earned in the U.S. or with a U.S. government entity) may request to have the GMAT requirement waived by the Program Advisor. This decision is made on a case-by-case basis; "extensive managerial experience" will typically mean a full-time supervisory or managerial position held for a significant period of time after completing the bachelor's degree as demonstrated with a resume. Applicants for the Executive MBA Healthcare Management Program (EMBA HCM) are required to have 3 or more years of managerial work experience. Such experience is evaluated by the Program to waive the GMAT requirement for EMBA HCM applicants.

4. Consideration may also be given to other factors.
5. International applicants must meet the minimum requirements as stated in the International Graduate Student Admissions section of this catalog.
6. No more than nine semester credit hours of graduate credit earned prior to acceptance into the program, including transfer credit, may be applied to the degree. Students seeking admission to the program who have not yet satisfied admission criteria may be admitted as conditional or provisional students and allowed to complete one semester with up to nine hours of coursework.
7. After reviewing all credentials (official transcripts, GMAT score, other relevant information), the Graduate Program Advisor and the Soules College of Business Graduate Admissions Committee will determine if the student may be accepted into the program. A degree plan will be prepared by the Graduate Program Advisor with the student. Students will be notified of official acceptance into the program. Full admission must occur prior to enrollment beyond nine semester credit hours including any transfer credit.

Although a student may not have completed all baccalaureate work at the time of application, a provisional admission decision will be made on the strength of the student's permanent record before the student can be enrolled as a graduate student in business.

The student must maintain a 3.0 grade point average (4.0 basis) on all graduate work at UT Tyler. No course with a grade below "C" may be applied toward this degree.

### Transfer of Credit

Subject to the approval of the Graduate Program Advisor and the Dean of the Soules College of Business, a student may transfer up to nine (9) hours of graduate credit earned at an approved institution. Graduate credit over three years old at the time of admission generally may not be used to meet degree requirements.

### Degree Requirements

**The MBA degree requirements are outlined below (36 hrs.):**

ACCT 5320	Accounting for Management Control
FINA 5320	Advanced Financial Management
MANA 5305	Decision Making in Operations Management
MANA 5320	Organizational Behavior
MANA 5345	Strategic Leadership Processes
MANA 5350	Strategic Human Resources Management
MANA 5395	Formulating and Implementing Strategy
MARK 5320	Advanced Marketing Fundamentals
MANA 5360	Global Business Perspectives
	Electives (9 hours)

### Industry Specific Preparation

Students who wish to develop a specific foundation to pursue their desired career objective may tailor the MBA program to meet

specific requirements of certain industries, positions, or business sectors. Such preparation in the MBA program may be accomplished via targeting the nine (9) semester credit hours of elective courses to enhance a student's skill set within a specific field of study.

### Cybersecurity

The MBA concentration in Cybersecurity is designed to prepare for students for the realities of today's Cyber Society. Students will learn to recognize retail organizational vulnerabilities and threats and to evaluate risk for conducting business in this environment. Students will also learn how to defend their retail organizations from these threats and to protect critical organizational infrastructure and information. Relevant courses might include: COSC 5341: Cybersecurity, COSC 5342: Cybersecurity Management, and COSC 5364: Cyber Risk Analysis.

### Executive Health Care Management

The Executive MBA in Health Care Management Program provides industry specific knowledge in the fundamental areas of business with topics related to the healthcare profession. This program concentration is delivered in an Executive format and is taught in a face-to-face cohort setting. Applicants are required to have a minimum 3 years of managerial experience. The Executive Program concentration includes the MBA Core and elective courses.

### Health Care Management

The MBA concentration in Health Care Management is designed to provide students with industry relevant knowledge in the fundamental areas of the health care profession. The industry specific concentration develops skills relevant to the health care profession and provides exposure to contemporary issues in health care. Applicants with three or more years of extensive health care work experience can request to have the GMAT requirement waived by the Graduate Advisor. Relevant courses might include: MARK 5370, Healthcare Marketing for Contemporary Society, MANA 5361, Introduction to the American Healthcare System, and MANA 5375, Special Topics in Health Management.

### Marketing

The MBA concentration in Marketing is designed to provide students with relevant knowledge in Marketing, particularly in the services industry. Relevant courses might include: MARK 5360: Advanced Service Marketing, MARK 5370: Healthcare Marketing for Contemporary Society, and MARK 5375: Special Topics in Marketing.

### Oil, Gas and Energy Industry Specialization

Graduates with a specialization in oil, gas and energy accounting are of interest to firms in the energy industry, accounting firms that specialize in energy accounting and many organizations associated with the energy industry. Students interested in this area should consider taking ACCT 5376: Oil, Gas and Energy Accounting I, ACCT 5377: Oil, Gas and Energy Accounting II, and FINA 5355: Oil, Gas and Energy Finance.

### Organizational Development

Students interested in careers in Organizational Development are likely to find positions as internal consultants to large organizations, with professional consulting firms, or with business consulting services associated with management development and accounting firms. Students interested in this area should consider enrolling in HRD 5352: Organizational Development, HRD 5344: Conflict Resolution, HRD 5343: Foundations of HRD.

### Quality Management

Individuals with specializations in quality management are attractive across a broad spectrum of industries and in both the service and manufacturing sectors of the economy. Students interested in this area of specialization should select courses from across the university that focus on quality issues, and should consider taking TECH 5310: Six Sigma Quality, TECH 5320: Total Quality Management, and TECH 5335: Lean Management.

### Engineering Management

The MBA concentration in Engineering Management consists of three courses (9 hrs.) and is designed to provide students with relevant business knowledge in Engineering. The course offerings are structured such that a student could complete the concentration in either face to face or on-line offerings. The courses are arranged as follows:

#### Required Course

This course will be required of all students, regardless of their chosen competency area.

MENG 5324 Engineering Project Management

#### Electives

The electives are arranged in four competency areas and students will be allowed to pick their area:

#### Civil Engineering Technical Competency Area

Pick two (6 hrs.):

CENG 5312	Advanced Concrete Design
CENG 5314	Advanced Structural Analysis
CENG 5316	Advanced Steel Design
CENG 5324	Advanced Mechanics of Materials
CENG 5330	Water Resources Planning and Management
CENG 5334	Storm Water Pollution Control
CENG 5359	Pavement Management Systems
CENG 5381	Foundation Design
CENG 5382	Geotechnical Earthquake Engineering

#### Engineering Mechanics Technical Competency Area

CENG 5324	Advanced Mechanics of Materials
CENG 5382	Geotechnical Earthquake Engineering

#### Electrical Engineering Technical Competency Area

Pick two (6 hrs.):

EENG 5301	Wireless Communications and Networks
EENG 5340	Advanced Topics in Electrical Engineering

Select from:

EENG 5340 Advanced Topics in Electrical Engineering: Pattern Recognition

EENG 5340 Advanced Topics in Electrical Engineering: Electric Power Transmission and Distribution

EENG 5340 Advanced Topics in Electrical Engineering: Reliability Analysis

#### **Mechanical Engineering Technical Competency Area**

MENG 5328	Finite Element Analysis
MENG 5342	Energy Management
MENG 5343	Intermediate Heat Transfer
MENG 5340	Advanced Topics in Mechanical Engineering

(MENG 5340 Advanced Topics in Mechanical Engineering - Vibrations)

## The Coordinated Master of Science in Nursing and Master of Business Administration

This coordinated Master of Science in Nursing and Master of Business Administration (MSN-MBA) degree option will prepare the nurse executive to ensure excellence in client care services, and also impact the business environment in which nurses practice. This degree option incorporates content in management, finance, and marketing into a framework for nursing service and health care administration.

Students applying for admission to the MSN-MBA coordinated degree option must meet the College of Nursing and Health Sciences and the Soules College of Business requirements listed elsewhere in this catalog under the College of Nursing, the coordinated Master of Science in Nursing and Master of Business Administration.

Students completing the MSN-MBA coordinated degree option will be awarded their two degrees in the same academic term.

## Business Certificate Programs

Completion of a certificate curriculum will be noted on a student's transcript. No diploma is awarded by the university for completing a certificate.

### Lean Six Sigma Black Belt

The Lean Six Sigma Black Belt Certificate program prepares students with the knowledge and tools that they can use to lead quality improvement initiatives in companies, thereby, reducing waste and becoming more efficient. These efforts have allowed companies to become more competitive and successfully compete in global markets.

#### **Admission Requirements**

In addition to the general graduate admission requirements of The University of Texas at Tyler, admission to the certificate program is contingent upon favorable review by the graduate committee.

Admission to the certificate program requires the submission of a portfolio consisting of the following information.

1. A baccalaureate or advanced degree from a regionally accredited college or university
2. Original transcripts

3. The admission process is complete when the applicant has been notified in writing of acceptance to the certificate program.

Credits earned in fulfillment of the Lean Six Sigma Black Belt Certificate Program may be applied to other graduate degrees in the Soules College of Business. All other graduate degree regulations and policies are applicable to the certificate program.

#### Curriculum (12 hours total)

The following four courses must be completed with a grade of C or better while maintaining a minimum grade point average of 3.0. In addition, a student must pass a comprehensive exam pertaining to the Lean Six Sigma Black Belt curriculum.

#### **Required Courses**

TECH 5310	Six Sigma Quality
TECH 5335	Lean Management
TECH 5366	Value Stream Management
TECH 5390	Advanced Lean Six Sigma Black Belt Techniques

## Oil, Gas and Energy Accounting Certificate

The Oil, Gas and Energy Accounting Certificate program is designed to prepare students for accounting specialization or consulting in energy industries.

#### **Admission Requirements**

In addition to the general graduate admission requirements of The University of Texas at Tyler, admission to the certificate program is contingent upon favorable review by the graduate committee.

Admission to the certificate program requires the submission of the following information:

1. A baccalaureate or advanced degree from a regionally accredited college or university
2. Original transcripts
3. Transcript credit for Intermediate Accounting I or its equivalent.
4. The admission process is complete when the applicant has been notified in writing of acceptance to the certificate program.

Students must maintain a cumulative grade point average of 3.0 or greater. Upon successful completion of approved 9 semester credit hours, students will be awarded a certificate. Credits earned in fulfillment of the Oil, Gas and Energy Certificate Program may be applied toward other graduate degrees in the Soules College of Business. All other graduate degree regulations and policies are applicable to the certificate program.

#### Curriculum (9 hours total)

The following three courses must be completed with a grade of C or better while maintaining a minimum grade point average of 3.0.

#### **Required Courses**

ACCT 5376	Oil, Gas and Energy Accounting I
ACCT 5377	Oil, Gas and Energy Accounting II
FINA 5355	Oil, Gas and Energy Finance

## Organizational Development and Leadership Certificate

The Organizational Development and Leadership Certificate program prepares the student to apply the theories in leadership and organizational behavior and human resource development to organizational settings and consulting environments. The program enables students to utilize knowledge and skills required to lead, facilitate, and train within an organizational setting in addition to consult in the area of leadership, organizational development and change management.

### Admission Requirements

In addition to the general graduate admission requirements of The University of Texas at Tyler, admission to the certificate program is contingent upon favorable review by the graduate committee.

Admission to the certificate program requires the submission of a portfolio consisting of the following information.

1. A baccalaureate or advanced degree from a regionally accredited college or university
2. Original transcripts
3. The admission process is complete when the applicant has been notified of acceptance to the certificate program.

Students must maintain a cumulative grade point average of 3.0 or greater. Upon successful completion of the approved 15 semester credit hours, students will be awarded a certificate. Credits earned in fulfillment of the Organizational Development and Leadership Certificate Program may be applied to other graduate degrees in the Soules College of Business. All other graduate degree regulations and policies are applicable to the certificate program.

### Curriculum (15 hours total)

#### Required Courses

MANA 5350	Strategic Human Resources Management
MANA 5320	Organizational Behavior
HRD 5344	Conflict Resolution
HRD 5347	Performance Consulting
HRD 5352	Organization Development

### Supply Chain Management

The Supply Chain Management Certificate program is specifically designed to prepare students for advancement in supply chain management careers related to manufacturing and service, logistics, procurement, business development, and operations.

#### Admission Requirements

In addition to the general graduate admission requirements of The University of Texas at Tyler, admission to the certificate program is contingent upon favorable review by the graduate committee.

Admission to the certificate program requires the submission of the following information:

1. A baccalaureate or advanced degree from a regionally accredited college or university
2. Original transcripts
3. The admission process is complete when the applicant has been notified in writing of acceptance to the certificate program.

Students must maintain a cumulative grade point average of 3.0 or greater. Upon successful completion of approved 12 semester credit hours, students will be awarded a certificate. Credits earned in fulfillment of the Supply Chain Management Certificate Program

may be applied to other graduate degrees in the Soules College of Business. All other graduate degree regulations and policies are applicable to the certificate program.

### Curriculum (12 hours total)

#### Required Courses

MANA 5305	Decision Making in Operations Management
TECH 5306	Logistics Management
TECH 5308	Strategic Sourcing
TECH 5348	Warehousing

## Department of Accounting Finance and Business Law

### Master of Accountancy (MAcc)

**(For information about the Integrated BBA/MAcc, see the Bachelor of Business Administration section.)**

#### Total Semester Credit Hours = 30

The objective of the Master of Accountancy (MAcc) degree program is to prepare students for professional accounting careers in the public, corporate, not-for-profit or governmental sectors. It is flexible enough to accommodate applicants with an undergraduate degree in any discipline who demonstrate the potential for success in the graduate study of accounting, as indicated by prior academic achievement, a satisfactory score on the Graduate Management Admission Test (GMAT), and other relevant factors. Students entering the MAcc program are expected to have a background equivalent to that of students graduating with a Bachelor of Business Administration (BBA) degree in accounting from The University of Texas at Tyler, or to obtain such background through specified prerequisite coursework.

### The MAcc and The Uniform CPA Exam

Students with an undergraduate degree in accounting will meet the education requirements of the Texas State Board of Public Accountancy (TSBPA) to sit for the Uniform CPA Exam upon completion of the MAcc Program. Students with an undergraduate degree in business will meet the education requirements to sit for the CPA Exam upon completion of the MAcc Program and prerequisite courses. Students with an undergraduate degree in an area outside of business may need up to nine additional hours of coursework in related business courses if they wish to meet the education requirements to sit for the CPA Exam in Texas.

### Application Materials

A completed application for admission will include:

1. Completed application form
2. Official transcripts from all universities attended
3. Official GMAT scores
4. Current resume with information regarding employment and other relevant experience
5. Letters of reference (optional)
6. A personal statement (optional)

## Admissions

In addition to the general requirements for admission to graduate study and consistent with the UT Tyler Graduate Policies, the requirements to be a graduate student in the Master of Accountancy (MAcc) program are the following:

1. Admission to the MAcc degree program is determined primarily on the basis of predictors of success in graduate study: 1) a baccalaureate degree from a regionally accredited institution, 2) a recommended grade point average of upper division accounting hours or on the last 60 undergraduate hours equal to or greater than 3.0 on a 4.0 scale and 3) a recommended score of 500 on the Graduate Management Admissions Test (GMAT). Consideration may also be given to other relevant factors.
2. English skills are essential for success in the MAcc program. As a result, it is important to demonstrate the ability to speak, read, write, and understand English through the TOEFL or IELTS. Official scores for either the internet-based TOEFL or IELTS must be on the student's record prior to the application deadline, even if s/he was allowed to waive the TOEFL or IELTS for admission to the University. The preferred minimum for the TOEFL is 105 overall, with a minimum of 24 for each individual section or a minimum band score of 7.5 for the IELTS. If previously-submitted test scores do not accurately reflect the applicant's current English proficiency, it is strongly recommended to retake the test to increase scores.
3. After reviewing all credentials (official transcripts, GMAT score, and other relevant information), the MAcc Program Committee will determine if the student may be accepted into the MAcc Program. Students will be notified of official acceptance into the MAcc Program. A degree plan will be prepared by the MAcc Program Director with the student. Full admission must occur prior to enrollment beyond nine semester credit hours. No graduate credit earned at another institution will be accepted as transfer credit.

## Graduation Requirements

The MAcc is a non-thesis program. The minimum number of semester hours required for the MAcc degree, excluding prerequisite coursework, is 30. The student must maintain a 3.0 grade point average (4.0 basis) in all graduate coursework, and in all required accounting graduate courses. No graduate course with a grade below "C" may be applied toward this degree. A graduate student receiving a grade below "C" in a graduate course may be dismissed from the program, as may a student receiving more than two "C"s during their graduate program of study.

Students with an undergraduate degree in accounting typically qualify for waiver of the prerequisite requirements and complete the program in the minimum 30 hours. Students with an undergraduate degree in an area outside of accounting may be required to complete up to 18 hours of prerequisite courses or their equivalents.

### Prerequisite Courses (up to 18 hours)

ACCT 3311	Intermediate Accounting I
ACCT 3312	Intermediate Accounting II
ACCT 3315	Cost Accounting
ACCT 3325	Federal Income Taxation
ACCT 3326	Introduction to Entity Income Taxation
ACCT 4380	Auditing

Students who plan to sit for the Uniform CPA Exam in Texas should also take MANA 3370, Business Writing and Oral Presentations, and BLAW 4340, Business and Professional Ethics.

### Required Courses (21 hours)

ACCT 5335	Advanced Government and Not-for-Profit Accounting
ACCT 5355	Strategic Cost Management
ACCT 5360	Advanced Problems in Accounting
ACCT 5380	Advanced Auditing and Systems
ACCT 5385	Advanced Accounting Research and Theory
ACCT 5395	CPA Review Topics
BLAW 5310	Business Legal Environment

### Electives (9 hours)

Nine hours of graduate electives in accounting, business law, economics, finance, management or marketing approved by the MAcc Program Director. Students may choose to use their electives to meet the requirements of the Oil, Gas and Energy industry specialization.

## Department of Human Resource Development

### Human Resource Development M.S.

Human Resource Development (HRD) is a process of developing human expertise through organization development and personnel training and development so that individual improvement enhances corporate performance. Careers in this field are available in business, nonprofit, educational, and governmental settings. The HRD program provides students the opportunity to combine study and related experiences to develop, apply, analyze, synthesize, and evaluate knowledge of the purposes, practices, issues, and problems of private for profit and public not-for-profit organizations. Students also have the opportunity to learn how to design, deliver, and evaluate effective training programs.

### Admission Requirements:

The requirements to be a graduate student in human resource development are the following:

1. Admission to the degree program is determined primarily on the basis of predictors of success in graduate study:
  - a. a baccalaureate degree from a regionally accredited institution,
  - b. grade point average computed on the last 60 undergraduate hours and
  - c. a satisfactory score on the Graduate Management Admissions Test (GMAT). In rare instances the Graduate Record Examination (GRE) may be accepted in lieu of the GMAT.
2. Quantitative measures are integrated into an index that multiplies the applicant's 60-hour GPA times 200 and adds the total GMAT score (60-hour GPA X 200) + GMAT = >1000. An index score of greater than 1000 is typical of a successful candidate. If the student's 60-hour GPA is above 3.25 the GMAT may be waived.
3. Additionally, applicants with three or more years of extensive managerial work experience (earned in the U.S. or with a U.S. government entity) may request to have the GMAT requirement waived by the Graduate Coordinator. This decision is made on a case-by-case basis; "extensive managerial experience" will typically mean a full-time supervisory or managerial position

held for a significant period of time after completing the bachelor's degree as demonstrated with a resume.

4. Consideration may also be given to other factors.
5. No more than nine semester credit hours of graduate credit earned prior to acceptance into the program, including transfer credit, may be applied to the degree. Students seeking admission to the program who have not yet satisfied admission criteria may be admitted as conditional or provisional students and allowed to complete one semester with up to nine hours of coursework.
6. After reviewing all credentials (official transcripts, GMAT score, other relevant information), the Graduate Programs Advisor and the Soules College of Business Graduate Admissions Committee will determine if the student may be accepted into the program. A degree plan will be prepared by the Graduate Program Advisor with the student. Students will be notified of official acceptance into the program. Full admission must occur prior to enrollment beyond nine semester credit hours including any transfer credit.

Although a student may not have completed all baccalaureate work at the time of application, a provisional admission decision will be made on the strength of the student's permanent record before the student can be enrolled as a graduate student in business.

The student must maintain a 3.0 grade point average (4.0 basis) on all graduate work at UT Tyler. No course with a grade below "C" may be applied toward this degree.

### Degree Requirements

The online Master of Science in HRD is a 36 hr. program which includes the following requirements:

#### Professional Core (6 hrs.):

HRD 5343	Foundations of Human Resource Development
TECH 5303	Research Techniques in HRD/Technology

#### HRD Core (24 hrs.):

HRD 5307	Measurement and Evaluation in Human Resource Development/Technology Education
HRD 5336	Adult Learning
HRD 5344	Conflict Resolution
HRD 5347	Performance Consulting
HRD 5350	Leadership and Ethics in Human Resource Development
HRD 5352	Organization Development
MANA 5350	Strategic Human Resources Management
TECH 5320	Total Quality Management

#### Electives (6 hrs.):

Any graduate-level course

### Human Resource Development Ph.D.

The Soules College of Business offers a unique doctorate that focuses on human resource development with a specialization in organizational development and change (ODC) in the context of business and industry that integrates a strategic management perspective. The program is offered in an on-campus format that is designed to prepare human resource development scholars with a unique understanding of HRD within the context of business and management.

### Doctoral Program Outcomes

The graduate of this program will be able to contribute to research and application in the areas of improving job performance, developing leadership talent within an organization, and facilitating a rapidly changing and culturally diverse workforce.

The doctoral program outcomes for candidates who successfully complete the program:

1. Integrate knowledge from HRD and related disciplines to support the development of researchers and scholars for diverse settings
2. Conduct research in HRD theory and practice
3. Create, synthesize and disseminate knowledge about the discipline
4. Provide HRD leaders in the workplace and in educational setting
5. Collaborate with national and international leaders to promote the discipline

### Admission Requirements

The following criteria must be met for entry into the program:

1. Master's degree in HRD, business administration, management or related field from a college or university approved by a recognized regional accrediting body.
2. 3.0 GPA (on 4.0 scale) on all previous academic coursework.
3. Submission of GMAT scores (in some cases the GRE may be accepted in lieu of the GMAT) taken within 5 years at time of application to the program.
4. Submission of a career statement that articulates the purpose for pursuing the Ph.D. in HRD and the connection of obtaining the degree with future career goals.
5. Submission of a complete resume or curriculum vita.
6. Submission of three original letters of recommendation that address the applicant's potential as a Ph.D. scholar in HRD.

### Degree Requirements

The Ph.D. in HRD is a 60-hour program beyond the master's degree, culminating in a dissertation. For all University requirements for the Ph.D. degree, please refer to the Doctoral Policies section of the Graduate Policies and Programs chapter.

#### Required HRD Core (9hrs.)

HRD 6310	Advanced Theoretical Foundations of Human Resource Development
HRD 6312	Contemporary Issues in the Human Resource Development Literature
HRD 6314	Application of Management, Technology, and Interventions in Human Resource Development

#### Research Courses (24 hrs.)

HRD 6350	Disciplined Inquiry in Human Resource Development
HRD 6351	Intermediate Statistics
HRD 6352	Advanced Quantitative Research in Human Resource Development
HRD 6353	Advanced Qualitative Research in Human Resource Development
HRD 6355	Advanced Statistics in Research
HRD 6359	Research Seminar in Human Resource Development
HRD 6360	Proposal Development
HRD 6391	Advanced Topics in Human Resource Development

#### ODC Specialization (18 hrs.)

HRD 6311	Organizational Change
HRD 6330	Organizational Performance and Behavior



HRD 6334	Organizational Consulting
HRD 6336	Human Resource Development Strategy
HRD 5352	Organization Development
HRD 6391	Advanced Topics in Human Resource Development

**Dissertation (9 hrs.)**

HRD 6195-6995	Dissertation
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**Special Degree Requirements**

For details on university doctoral requirements, see the general graduate section of this catalog and the UT Tyler Graduate Handbook.

- Continued registration is contingent upon the student maintaining a 3.0 (on 4.0 scale) or higher GPA. To remain in good standing in the HRD PhD program, a student may make no more than one C grade regardless of their overall GPA. A second C grade or any one grade below a C will subject the student to dismissal from the HRD program at the discretion of the program director and the Dean of the Soules College of Business.
- Violation of the University Honor Code including cheating and plagiarism will subject the student to dismissal from the program.
- The Proficiency Examination may be taken after the student has completed all coursework. Students may not advance to candidacy or register for dissertation hours until all coursework is completed and all portions of the Proficiency Examination have been passed successfully.
- A dissertation of original research contributing to the body of knowledge in HRD will be required. Students must complete a minimum of 9 hours of dissertation credits.
- Students must meet all doctoral degree requirements of the University.
- Students have a maximum of 9 years to complete the doctoral program. Students will have 5 years to complete the program after entering candidacy. Students unable to complete the program within the designated time limits must file for an extension.

Transfer work: Students may not transfer coursework into this program.

**School of Technology**

The School of Technology is comprised of the Department of Computer Science and the Department of Technology. The School of Technology is authorized to award the following degrees:

Master of Science in Computer Science

Master of Science in Industrial Management

**Department of Computer Science****Computer Science M.S.**

The Master of Science in Computer Science offers individuals an opportunity to become more competent and productive in a variety of computing environments as computer science professionals and to prepare for further graduate study. The program is oriented toward the design, implementation and application of computer software. The program includes study in the various types of software such as

compilers, operating systems, database systems and real-time systems.

The program is designed for graduates of computer science programs as well as baccalaureate graduates in other disciplines. Preparation in computer science will determine the point at which the student will enter this program.

**Program Outcomes**

Computer science students at the time of graduation are expected to attain:

- ability to apply knowledge of computing and mathematics appropriate to the discipline;
- an ability to analyze a problem, and identify and define the computing requirements appropriate to its solution;
- and ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs;
- an ability to function effectively on teams to accomplish a common goal;
- an understanding of professional, ethical, legal, and social issues and responsibilities;
- an ability to communicate effectively with a range of audiences;
- an ability to analyze the local and global impact of computing on individuals, organizations, and society;
- a recognition of the need for an ability to engage in continuing professional development;
- an ability to use current techniques, skills, and tools necessary for computing practice;
- an ability to apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices; and
- an ability to apply design and development principles in the construction of software systems of varying complexity.

**Admission Requirements**

- A satisfactory score on the General Test (verbal and quantitative) of the Graduate Record Examination (GRE)
- A satisfactory grade point average on all prior advanced-level (junior, senior, and graduate) work taken
- A demonstrated proficiency in the use of the English language. If a student's verbal score on the General Test of the GRE is below an acceptable minimum, the student must pass an English proficiency test.
- An undergraduate major in computer science or course work in computer science including the content of COSC 1337, COSC 2315 and COSC 2336 or equivalent.
- No more than nine semester credit hours of graduate credit earned prior to acceptance into the program, including transfer credit, may be applied to the MS degree. Students seeking admission to the MS program who have not yet satisfied admission criteria will be considered conditional. Conditional students must earn a grade of "B" or better in all work attempted. A conditional student who earns a grade of "C" or lower will be denied admission to the program.
- Approval by the departmental chair.

Consideration is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of

responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### Prerequisites

In order to take a COSC course numbered 5326 or higher, a student must have satisfactorily completed six hours of calculus, COSC 2315 and COSC 2336 or equivalent.

### Transfer of Credit

A student may transfer a maximum of 9 semester hours of graduate credit in which a grade of "B" or better has been earned from approved institutions. Transfer credit is subject to the approval of the student's advisor and departmental chair.

### Degree Requirements

Candidates for the Master of Science in Computer Science must satisfactorily complete one of the following options:

**Option 1—Thesis (30 SCH):** This option requires 30 hours of graduate level course work in computer science including 15 semester hours of core courses and 6 hours of thesis COSC 5395/ COSC 5396.

**Option 2 - Professional (36 SCH):** This option requires 36 hours of graduate-level course work in computer science including 15 semester hours of core courses. At least 30 hours must be in Computer Science. Up to 6 hours of approved non-Computer Science courses may be permitted.

#### Core Requirements (15 hours)

The 15-semester-hour core requirement for the Master of Science in Computer Science is as follows:

COSC 5330	Operating Systems
COSC 5340	Programming Languages
COSC 5350	Data Communication and Networks
COSC 5360	Database Design
COSC 5393	Graduate Seminar

All candidates for the computer science degree must also meet the following requirements:

1. A minimum grade point average of 3.0 on all graduate level work taken at UT Tyler and on all graduate level courses applied to the degree. No course with a grade below "C" may be applied toward this degree.
2. Students must complete each core course (COSC 5330, COSC 5340, COSC 5350, COSC 5360 and COSC 5393) with a grade of "B" or better.
3. Students must have completed all of the core courses (COSC 5330, COSC 5340, COSC 5350, COSC 5360, and COSC 5393) with a grade of "B" or better in order to register for COSC 5380 or COSC 5395/ COSC 5396.
4. All COSC 5380 and COSC 5395/COSC 5396 students will have a committee composed of their advisor plus two additional Computer Science faculty members.

## Department of Technology

### Industrial Management M.S.

The Master of Science in Industrial Management is designed to prepare the individual for employment which involves management,

administration, and other types of leadership positions in industry, business, government, or education.

### Program Outcomes

Industrial Management students at the time of graduation are expected to be able to:

1. demonstrate a thorough understanding of Lean Philosophies to eliminate waste in processes;
2. implement Six Sigma Quality methods for continuous improvement efforts;
3. conduct research related to the field of industrial management;
4. demonstrate a thorough understanding of current project management theory and practices, and;
5. describe and express an in depth knowledge of supply chain and logistics principles.

### Admission Requirements

The requirements to be a graduate student in industrial management are the following:

1. Admission to the degree program is determined primarily on the basis of predictors of success in graduate study:
  - a. a baccalaureate degree from a regionally accredited institution,
  - b. grade point average computed on the last 60 undergraduate hours and
  - c. a satisfactory score on the Graduate Management Admissions Test (GMAT). In rare instances the Graduate Record Examination (GRE) may be accepted in lieu of the GMAT.
2. Quantitative measures are integrated into an index that multiplies the applicant's 60-hour GPA times 200 and adds the total GMAT score (60-hour GPA X 200) + GMAT = >1000. An index score of greater than 1000 is typical of a successful candidate. If the student's 60-hour GPA is above 3.25 the GMAT may be waived.
3. Additionally, applicants with three or more years of extensive managerial work experience (earned in the U.S. or with a U.S. government entity) may request to have the GMAT requirement waived by the Graduate Coordinator. This decision is made on a case-by-case basis; "extensive managerial experience" will typically mean a full-time supervisory or managerial position held for a significant period of time after completing the bachelor's degree as demonstrated with a resume.
4. Consideration may also be given to other factors.
5. International applicants must meet the minimum requirements as stated in the International Graduate Student Admissions section of this catalog.
6. No more than nine semester credit hours of graduate credit earned prior to acceptance into the program, including transfer credit, may be applied to the degree. Students seeking admission to the program who have not yet satisfied admission criteria may be admitted as conditional or provisional students and allowed to complete one semester with up to nine hours of coursework.
7. After reviewing all credentials (official transcripts, GMAT score, other relevant information), the Graduate Programs Advisor and the Soules College of Business Graduate Admissions Committee will determine if the student may be accepted into the program. A degree plan will be prepared by the Graduate Program Advisor with the student. Students will be notified of official acceptance into the program. Full admission must occur prior to enrollment beyond nine semester credit hours including any transfer credit.

Although a student may not have completed all baccalaureate work at the time of application, a provisional admission decision will be made on the strength of the student's permanent record before the student can be enrolled as a graduate student in business.

The student must maintain a 3.0 grade point average (4.0 basis) on all graduate work at UT Tyler. No course with a grade below "C" may be applied toward this degree.

## Degree Requirements

The Master of Science in Industrial Management degree is a 36-hour non-thesis program that includes the following requirements:

### Management Core (12 hrs.):

MANA 5350	Strategic Human Resources Management or
TECH 5348	Warehousing
MANA 5305	Decision Making in Operations Management
TECH 5331	Project Management
TECH 5306	Logistics Management

### Research Core (6 hrs.)

Select two (2) courses from the following:

TECH 5302	Applied Research Methods
TECH 5303	Research Techniques in HRD/Technology
TECH 5329	Research Trends in Industry
TECH 5371	Research Internship in Technology

### Continuous Improvement Core (12 hrs.)

TECH 5310	Six Sigma Quality
TECH 5335	Lean Management
TECH 5366	Value Stream Management
TECH 5390	Advanced Lean Six Sigma Black Belt Techniques

### Electives (6 hrs.):

TECH 5308	Strategic Sourcing
TECH 5309	Industrial Processes and Materials
TECH 5312	Total Productive Maintenance
TECH 5317	Computer Integrated Manufacturing
TECH 5320	Total Quality Management
TECH 5336	Lean Healthcare
TECH 5346	Environmental Management
TECH 5380	Management of Nanomaterials or Any graduate-level course

# GRADUATE COLLEGE OF EDUCATION AND PSYCHOLOGY

**Dr. Ross Sherman, Dean**

## Mission

The mission of the College of Education and Psychology is to provide a positive environment that fosters the acquisition of knowledge and skills. The mission is individually and collectively realized through a community of scholars that contributes to knowledge through scholarly inquiry; organizes knowledge for application, understanding and communication; and provides leadership and service. Additionally, the College is committed to affirming and promoting global perspectives, cultural diversity, social justice, ethical practice and respect for individual differences as a means of enhancing learning, service, leadership and scholarship.

## Goals

- Provide candidates who have earned bachelors' degrees preparation for initial teaching certificates
- Provide candidates with academic programs and study leading to advanced professional certifications in a range of educational fields.
- Provide candidates with academic programs and study leading to licensure and certifications in psychology and counseling and related fields.
- Prepare candidates with strong academic and professional graduate level foundations for further study at the doctoral level.
- Prepare graduates who have the ability to play significant roles in their chosen professional field.

The College of Education and Psychology is composed of the School of Education, Department of Psychology and Counseling, and houses the Ingenuity Center, the K- 16 Literacy Center, Memory Assessment and Research Center (MARC) and the East Texas Center for School-Based Research & Instruction.

The Ingenuity Center is a component of the Texas Science, Technology, Engineering and Mathematics Initiative designed to build on national, state and local efforts to improve science, technology, engineering, and mathematics achievement among Texas students. The Ingenuity Center focuses on increasing the number of students who study and enter science, technology, engineering, and math career pipeline by providing programs to teachers and students.

The core mission of the K – 16 Literacy Center is to engage in literacy research, teaching, and service activities aimed at improving literacy achievement outcomes within the university, local area schools, and community organizations.

The Memory Assessment and Research Center (MARC) serves as a training and research facility for psychology and counseling students studying memory loss due to aging, dementia and other neuropsychological illnesses.

The East Texas Center for School-Based Research & Instruction has a mission to establish an organized research and instruction unit within the college aimed at supporting center partners (area schools, institutions of higher education, and community organizations) in designing, implementing, and evaluating customized professional learning opportunities and initiatives.

## Graduate Programs

The College of Education and Psychology offers graduate course work leading to completion of Master of Arts, Master of Science, Master of Education degrees, and certification programs. Program options available within each degree are as follows:

### Master of Arts

- Clinical Mental Health Counseling
- School Counseling

### Master of Science

- Clinical Psychology

### Master of Education

- Curriculum and Instruction
- Educational Leadership
- Reading
- Special Education

### Certification Preparation Programs

#### Post-Baccalaureate Initial Teacher Certification

Initial certification at the 4-8, 8-12, and EC-12 levels. (See General Degree Requirements)

#### Post-Masters' Certification Programs

Principal, School Counseling, Educational Diagnostician, Reading Specialist, Master Reading Teacher, and Superintendent Certification

### General Degree Requirements

Prospective graduate degree students in the College of Education and Psychology must meet specific admission requirements of the selected program. Students with inadequate undergraduate preparation in a chosen program may be required to complete deficiencies. The following are the general procedures for fulfilling degree requirements for Master of Arts, Master of Science, and Master of Education degrees. Specific academic requirements are described in program sections on subsequent pages of this catalog.

1. Apply for admission to the program of choice at <http://www.uttyler.edu/graduate/gradadmissions>. Requirements for program admission will be those in effect at the time the application is submitted.
2. Gain admission to the selected degree program.
3. File a degree plan during the first semester after admission to the degree program. Complete required semester credit hours of approved graduate work.

4. Maintain a grade point average of at least 3.0 (on a 4.0 scale) in all courses applied toward the degree, and a grade point average of at least 3.0 in the academic major. No course with a grade below "C" may be applied toward fulfilling degree requirements.
5. Complete requirements for comprehensive examinations, if required.
6. Complete thesis requirements (if applicable) by following guidelines available in The Graduate School.
7. File for graduation prior to the published deadline by completing the procedures in "Filing for Graduation" in the Graduate Policies and Programs section of this catalog.

## School of Education

### Dr. Wesley Hickey, Director

The School of Education offers the Master of Education in Curriculum and Instruction, the Master of Education in Reading, the Master of Education in Special Education, and the Master of Education in Educational Leadership. In addition, the School of Education also offers coursework required for Superintendent certification. These programs are designed to offer teachers an opportunity to become proficient in implementing the latest strategies for effective teaching and learning. Opportunities and instruction are provided at all levels as student needs dictate. The programs described here involve analysis of current research and practice.

NOTE: For candidates interested in earning degrees leading toward certification:

As required by Texas HB 1508, applicants need to be aware of the following:

1. In order to receive certification in the desired area, you must pass a criminal history background check.
2. If you have been convicted of an offense that is considered not appropriate for the certification being sought, you could be ineligible to earn this certification from the state of Texas.
3. You have the right to request a criminal history evaluation letter from the Texas Education Agency. The Texas Education Agency currently charges a \$50 fee for this criminal history evaluation. For more information, see the Preliminary Criminal History Evaluation webpage from the Texas Education Agency at [https://tea.texas.gov/Texas\\_Educators/Investigations/Preliminary\\_Criminal\\_History\\_Evaluation-FAQs/](https://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/).

## Curriculum and Instruction M.Ed.

### Total Semester Credit Hours = 30

The Curriculum and Instruction M.Ed. allows educators to advance their understanding of teaching and learning. Students who complete this degree often move to curriculum and instruction positions in their school district or remain in the classroom to serve as highly effective teachers and lead teachers. The Curriculum and Instruction M.Ed. provides an option for candidates seeking initial teacher certification who have a minimum of an earned baccalaureate degree. Being admitted into the post-baccalaureate initial teacher preparation program and successfully completing Texas Education Agency and SBEC requirements for initial teacher certification requires additional activities and fees.

### Admission Requirements

To be admitted to the Master of Education Degree in Curriculum and Instruction, the individual must:

1. Hold a bachelor's degree from an accredited institution.
2. Complete the online Graduate Admissions Application.
3. Submit official transcripts from the undergraduate institutions attended.
4. Be a certified teacher or be currently seeking certification.
5. If required, send official scores (obtained within the past five years) on the Graduate Record Examination (GRE) directly to the Office of Graduate Admissions.
6. Admission is determined based on undergraduate GPA and, if necessary, satisfactory scores on the GRE in combination with the undergraduate GPA, and the applicant's demonstrated commitment to his or her chosen field of study. See website for additional information.
7. Only for applicants also seeking to obtain initial teacher certification, additional admission requirements are required to enter the educator preparation program. These requirements are:
  - a. Have an undergraduate cumulative GPA of 3.25 in last 60 hours of coursework. Students may be accepted into the post-baccalaureate initial certification with a GPA of 2.5 with an acceptable Graduate Record Examination (GRE) score.
  - b. Provide evidence of satisfactory scores on one of the acceptable basic skills test such as the Texas Success Initiative, GRE, Accuplacer, and others. See the School of Education website for specific information regarding appropriate tests and scores.
  - c. Have a minimum number of hours in the content area where applicant is seeking certification.
  - d. Pass the content area in the Pre-Admission Content Test (PACT).
  - e. Complete the admission screening survey.
8. Upon admission, post-baccalaureate initial certification students must
  - a. Sign and submit through a provided survey link an acknowledgement of admission, the Handbook Agreement Form, degree plan, and FERPA Agreement Form within five (5) business days.
  - b. Complete background check documents.
  - c. Pay admission fee to the School of Education. This fee is separate from The University of Texas at Tyler's Graduate School application. NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

### Degree Requirements

#### Foundation Area (9 hrs.):

EDUC 5301	Research Methods for the Behavioral Sciences
EDUC 5352	Curriculum Foundations
EDUC 5302	Research Project in Curriculum and Instruction

\*EDUC 5352 NOTE: EDUC 5372 is required for individuals seeking initial teacher certification and can be used to meet this foundation area requirement.

#### Major Area (9 hrs.)

#### Curriculum and Instruction

Choose one from:

EDUC 5303	Applied Learning Theories
EDUC 5370	Historical and Philosophical Foundations of American Education
EDUC 5308	Current Issues in Education
EDUC 5306	Selected Topics in Education

### Human Diversity

Choose one from:

EDUC 5356	Education That Is Multicultural
EDSP 5350	Overview of Special Education (Birth - 21)

### Educational Technology

Choose one from:

EDUC 5320	World Wide Web Applications
EDUC 5359	Educational Technology
EDCI 5335	Current Trends in Educational Technology
EDCI 5334	Learning Technologies and Disabilities

Individuals seeking initial teacher certification are required to complete 9 hrs. of Major Area courses (3 hrs. per area). Two of these courses, Diversity & Special Populations, Best Practices for C&I and are specifically designed for post-baccalaureate initial certification students.

### Specialization Area (12 hrs.)

12 hrs. of specialization course work in STEM Education, Instructional Coaching, Educational Technology, post-baccalaureate initial teacher certification, or in a single content area. Students should contact the graduate advisor for courses that meet the requirements of the specialization.

During the final semester of the degree program, each student will engage in a comprehensive examination to document evidence of his or her learning throughout the degree program. Each student must pass the comprehensive exam in order to complete the degree.

### Additional Requirements for Post-Baccalaureate Initial Teacher Certification

1. Students must complete 30 hours of observation.
2. Students must have a full time, full-year internship OR 16 weeks of full-day clinical teaching.
3. Students must pay additional fees to cover the cost of their supervision in the internship or clinical teaching experience.
4. Students must pass the appropriate PPR TEXES (certification exam).

## Reading M.Ed.

### Total Semester Credit Hours = 30

The School of Education offers the Master of Education degree in reading. The School also offers the Master Reading Teacher and the Reading Specialist Certification programs. The program addresses establishing, maintaining, and evaluating reading programs on a building level or system-wide basis.

### Certification Preparation

The Reading Specialist (EC-12) certificate is available at the graduate level. This certification preparation program requires two years of classroom teaching experience, a master's degree, the completion of an appropriate course sequence, and the required TEXES

examination. Applicants for the Standard Reading Specialist Certificate must meet the same requirements as those for graduate degree programs in reading.

The Master Reading Teacher Certificate also is available at the graduate level. This certification program requires three years of classroom teaching experience, a valid Texas teaching certificate, the completion of an appropriate course sequence, and the required TExMaT examination. Applicants for the Standard Master Reading Teacher Certificate must meet the same requirements as those for graduate degree programs in reading.

### Admission Requirements

To be admitted to the graduate program in reading education, the individual must:

1. Hold a bachelor's degree from an accredited institution.
2. Hold a Texas teacher certification (any field).
3. Submit Texas teaching service record and any other documents required by Texas governing units.
4. Complete the Graduate Admissions Application form and submit it to the Office of Graduate Admissions.
5. Submit official transcripts from the undergraduate institutions attended.
6. If required, send official scores (obtained within the past five years) on the Graduate Record Examination (GRE) directly to the Office of Graduate Admissions.
7. Complete admissions interview with the M.Ed. in Reading program coordinator.
8. Have an appropriate GPA in degree plan as set by Texas Administrative Code and other administrative units.
9. Admission is determined based on undergraduate GPA and, if necessary, satisfactory scores on the GRE in combination with the undergraduate GPA, successful admissions interview, and the applicant's demonstrated commitment to his or her chosen field of study.
10. Pay Admission Fee for Entry into Educator Preparation Program.

NOTE 1: The Reading program admits cohorts in the fall, spring, and summer terms. For detailed information regarding current admission requirements and application deadline, please see <http://www.uttyler.edu/education/graduate/masters-reading.php>.

NOTE 2: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

### Degree Requirements

#### Total Semester Credit Hours = 30

READ 5301	Language, Literacy, and Culture
READ 5302	Teaching Children's Literature
READ 5303	New & Emerging Media Literacies
READ 5304	Reading & Writing Workshop
EDUC 5301	Research Methods for the Behavioral Sciences
READ 5305	Teaching Disciplinary Literacy to Adolescents
READ 5306	Literacy Assessment Practicum
READ 5307	Literacy Instruction Practicum
READ 5308	Action Research for Literacy Educators
READ 5309	Literacy Coaching

## Special Education M.Ed.

### Master of Education in Special Education

The School of Education offers the Master of Education degree in special education. The Master of Education degree program is designed to fulfill academic requirements for certification as an educational diagnostician. The School of Education also offers an educational diagnostician certification program.

Emphasis in educational diagnosis provides the student with the opportunity to assess the competencies of individuals in language, sociological, physical, and behavioral/emotional areas, intellectual functioning and adaptive behavior, and educational performance using informal and formal measures, and prescribe individualized education plans based on test results. The educational diagnostician certificate requires three years of classroom teaching experience, an earned master's degree, and successful completion of the TExES examination for certification

### Admission Requirements

To be admitted to the graduate program in special education, the individual must:

1. Hold a bachelor's degree from an accredited institution.
2. Be a Texas Certified teacher (any field).
3. Complete the Graduate Study Admissions Application form and submit it to the Office of Graduate Admissions.
4. Submit Texas teaching service record and any other documents required by Texas governing units.
5. Submit official transcripts from the undergraduate institutions attended.
6. If required, send official scores (obtained within the past five years) on the Graduate Record Examination (GRE) directly to the Office of Graduate Admissions.
7. Complete an interview with a member of the special education faculty.
8. Have an appropriate GPA in degree plan as set by Texas Administrative Code and other administrative units.
9. Submit a Student Information Sheet (SIS) which includes a Statement of Purpose.
10. Submit three (3) letters of recommendation. One of the recommendation letters must be completed by the current principal of the campus in which the candidate is currently employed.
11. Admission is determined based on undergraduate GPA and, if necessary, satisfactory scores on the GRE in combination with the undergraduate GPA, successful admission interview, letters of recommendation, successful completion of the Statement of Purpose, and the applicant's demonstrated commitment to his or her chosen field of study.
12. Pay Admission Fee for Entry into Educator Preparation Program.

NOTE 1: The Special Education program is a limited admission program. Cohorts are only admitted in the summer terms. For detailed information regarding current admission requirements and application deadline, please see: <http://www.uttyler.edu/education/graduate/special-education.php>.

NOTE 2: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in

the area in which they are seeking certification. Therefore, no provisional admission is allowed.

### Degree Requirements

#### Total Semester Credit Hours = 36

EDSP 5350	Overview of Special Education (Birth - 21)
EDSP 5370	Learning Theory as Applied to Individuals with Disabilities
EDSP 5364	Seminar: Assessment in Special Education
EDSP 5365	Developmental Testing
EDSP 5366	Seminar: Full Individual Evaluation
EDSP 5371	Individual Assessment of Cognitive Functioning
EDSP 5368	Seminar: Educational Strategies for Special Education
EDSP 5378	Administrative and Legal Issues in Special Education
EDSP 5360	Seminar: Learning and Neurological Disabilities
EDSP 5363	Behavioral Disorders
EDSP 5357	Practicum in Special Education
EDSP 5361	Overview of Transition Services

Substitutions require advisor approval.

### Educational Diagnostician Certification Preparation Programs

The Educational Diagnostician Certification is a 27-semester-hour program that requires a) possessing a master's degree b) holding a teacher's certification (any field) c) completion of the specified course sequence within six years; and d) satisfactory performance on the appropriate TExES exam.

### Admission Requirements

To be admitted to the Educational Diagnostician Certification Preparation Program, a prospective student must:

1. Hold a master's degree from an accredited institution.
2. Be a Texas Certified teacher (any field).
3. Complete the Graduate Study Admissions Application form and submit it to the Office of Graduate Admissions.
4. Submit Texas teaching service record and any other documents required by Texas governing units.
5. Submit official transcripts from the undergraduate institutions attended.
6. If required, send official scores (obtained within the past five years) on the Graduate Record Examination (GRE) directly to the Office of Graduate Admissions.
7. Complete an interview with the Coordinator of Admission to Online Graduate Programs.
8. Have an appropriate GPA in degree plan as set by Texas Administrative Code and other administrative units.
9. Admission is determined based on undergraduate GPA and, if necessary, satisfactory scores on the GRE in combination with the undergraduate GPA, successful admission interview, and the applicant's demonstrated commitment to his or her chosen field of study.
10. Pay Admission Fee for Entry into Educator Preparation Program.

NOTE 1: The Special Education program is a limited admission program. Cohorts are only admitted in the summer terms. For detailed information regarding current admission requirements and application deadline, please see:

<http://www.uttyler.edu/education/graduate/special-education.php>.

NOTE 2: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

## Required Courses

Educational Diagnostician - Total Semester Credit Hours = 27

### Concentration Area (24 hrs.)

EDSP 5350	Overview of Special Education (Birth - 21)
EDSP 5360	Seminar: Learning and Neurological Disabilities
EDSP 5363	Behavioral Disorders
EDSP 5364	Seminar: Assessment in Special Education
EDSP 5365	Developmental Testing
EDSP 5366	Seminar: Full Individual Evaluation
EDSP 5371	Individual Assessment of Cognitive Functioning
EDSP 5378	Administrative and Legal Issues in Special Education

### Practicum (3 hrs.)

EDSP 5357	Practicum in Special Education
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## Supplements

A Supplement attaches to the level of certificate being earned--EC-6, 4-8, 7-12, or EC-12.

To complete a teaching supplement to be added to a new or existing standard classroom teaching certificate, the candidate must have an earned baccalaureate degree and complete all requirements for a standard classroom teaching certificate. These requirements are located in the appropriate academic department.

A supplement may be earned in the following areas: bilingual education, English as a Second Language, and special education.

## Admission Requirements for Candidates for Supplements

1. A minimum of a bachelor's degree from an accredited university or college;
2. A Texas teaching certificate;
3. A cumulative grade point average of at least 2.75;
4. A deficiency plan prepared by the Director of Certification in the School of Education;
5. Approval by the Director of Certification in the School of Education. NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

## Bilingual Supplement

Completion of 12 hrs. of specific coursework. The bilingual certificate can be earned concurrently with an initial classroom teaching certificate or added to a valid Texas teacher certificate upon successful completion of the specified course sequence and passing scores on the state examinations.

## Required Courses

EDBE 5338	Science, Math, and Social Studies in Bilingual Education
EDBE 5376	Reading and Language Arts in Bilingual Education
EDUC 4377	Acquisition and Development of English as a Second Language or
EDUC 5383	Acquisition and Development of English as a Second Language
EDUC 4378	Methodology of Teaching English as a Second Language or
EDUC 5384	Methodology of Teaching English as a Second Language

A minimum grade point average of 2.5 in all courses leading to bilingual certification, including a 2.5 at UT Tyler is required. Prospective teachers must achieve a minimum grade of "C" in all courses leading to the bilingual supplement.

Successful completion of the required TExES examination and Oral Language Proficiency examination is necessary for a recommendation for teacher certification.

## English as a Second Language Supplement (ESL)

Completion of 12 hrs. of specific coursework. The ESL certificate can be earned concurrently with an initial classroom teaching certificate or be added to a valid Texas teacher certificate upon successful completion of the specified course sequence and a passing score on the state examination.

## Required Courses

ENGL 3376	Contrastive Linguistics or
EDUC 5382	Contrastive Linguistics
EDUC 4377	Acquisition and Development of English as a Second Language or
EDUC 5383	Acquisition and Development of English as a Second Language
EDUC 4378	Methodology of Teaching English as a Second Language or
EDUC 5384	Methodology of Teaching English as a Second Language
EDUC 4387	Practicum in Teaching English as a Second/Foreign Language or
EDUC 5387	Practicum in Teaching ESL

A minimum grade point average of 2.5 in all courses leading to English as a Second Language certification, including a 2.5 at UT Tyler is required. Prospective teachers must achieve a minimum grade of "C" in all courses leading to the ESL supplement.



Successful completion of the required TExES examination is necessary for a recommendation for teacher certification.

## Special Education Supplement

The special education supplement can be added to a valid Texas teacher certificate upon successful completion of the specified course sequence and a passing score on the state examination.

The supplement for EC-12 special education is 15 semester hours. Contact the Director of Certification in the School of Education for details.

A minimum grade point average of 2.5 in all courses leading to the special education supplement is required. Prospective teachers must achieve a minimum grade of "C" in all courses leading to the special education supplement.

Successful completion of the required TExES examination is necessary for a recommendation for teacher certification.

## Educational Leadership M.Ed.

The School of Education offers the Master of Education Degree in Educational Leadership and preparation for Standard Principal and Superintendent certification. These programs provide students the opportunity to acquire the knowledge and appropriate practical experience for assuming a variety of roles in public or private school administration. The thirty-semester hour Master of Education Degree in Educational Leadership is earned simultaneously with completing preparation for the Standard Principal Certificate.

Students who have earned the Standard Principal Certificate at The University of Texas at Tyler may continue into the Superintendent certification program. Students who earned a Standard Principal Certificate or other Mid-Management Administrator Certificate from another institution may apply for admission to the Superintendent certificate program.

### Admission Requirements

To be admitted to the Master of Education Degree in Educational Leadership with Standard Principal certification preparation program, a prospective student must:

1. Hold a bachelor's degree from an accredited institution;
2. Possess a State Board for Educator Certification (SBEC) Texas Teacher Certification (any field);
3. Submit official transcripts from all institutions in which a degree was awarded to Graduate Admissions;
4. Complete the application for admission to a graduate program online at <http://www.uttyler.edu/graduate/gradadmissions/>;
5. Successfully complete the admission screening instrument;
6. If the student has a GPA of less than 3.25 on the last 60 hours of undergraduate coursework, the student must send official scores on the Graduate Record Examination (GRE) directly to Graduate Admissions.
7. A reference form, completed by a current school administrator assessing the applicant's administrative potential must be submitted to the School of Education.

Admission to the program is based in part on documenting a GPA of 3.25 or higher on the last 60 credit hours of undergraduate studies or

satisfactory scores on the Verbal and Quantitative parts of the GRE in combination with the undergraduate GPA and demonstrating one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study; socioeconomic background; first generation college graduate; multilingual proficiency; geographic region of residence; and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

## Degree Requirements

### Total Semester Credit Hours = 30

#### Block I (6 hrs. must be taken concurrently)

EDLR 5310 Educational Leadership Theory and Practice

EDLR 5313 Critical Issues in Educational Leadership

#### Block II (8 hrs. must be taken concurrently)

EDLR 5311 Developmental Supervision

EDLR 5349 Leadership in the Restructured School

EDLR 5270 Practicum in the Principalship I

#### Block III (8 hrs. must be taken concurrently)

EDLR 5320 School Law

EDLR 5333 Administration of Special Programs in Schools

EDLR 5271 Practicum in the Principalship II

#### Block IV (8 hrs. must be taken concurrently)

EDLR 5330 The Principalship

EDLR 5337 School Building Operations

EDLR 5272 Practicum in the Principalship III

## Standard Principal Certification Preparation

The Standard Principal Certificate requires: a) completing a master's degree; b) the required coursework for the certification within six years; c) providing evidence of a valid Texas Teaching Certificate; d) providing evidence of a minimum of two successful years of teaching experience; and e) satisfactory performance on the appropriate TExES examination. A state induction period must be completed to receive the Principal Certificate.

### Admission Requirements

To be admitted to the Standard Principal certification program, a prospective student must:

1. Hold a master's degree from an accredited institution;
2. Possess a State Board for Educator Certification (SBEC) Texas Teacher Certification (any field);
3. Submit official transcripts from institutions in which a degree was awarded to the Office of Graduate Admissions;
4. Complete the application for admission to a graduate program at <http://www.uttyler.edu/graduate/gradadmissions/>;
5. Successfully complete the admission screening instrument.

NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

## Degree Requirements

### Standard Principal Certificate Preparation--Total Semester Credit Hours=22

#### Block II (8 hrs. must be taken concurrently)

EDLR 5311	Developmental Supervision
EDLR 5349	Leadership in the Restructured School
EDLR 5270	Practicum in the Principalship I

#### Block III (6 hrs. must be taken concurrently)

EDLR 5320	School Law
EDLR 5333	Administration of Special Programs in Schools

#### Block IV (8 hrs. must be taken concurrently)

EDLR 5330	The Principalship
EDLR 5337	School Building Operations
EDLR 5272	Practicum in the Principalship III

### Superintendent Certification Preparation Program

The Superintendent Certification Preparation Program is a 17-semester-hour program that requires a) holding a Standard Principal, Mid-Management, or other Texas Administrator Certificate; or three creditable years of managerial experience in a public school district b) completion of the specified course sequence within six years; and c) satisfactory performance on the appropriate TExES exam.

#### Admission Requirements

To be admitted to the Superintendent Certification Preparation Program, a prospective student must:

1. Hold a master's degree from an accredited institution;
2. Submit official transcripts from institutions in which a degree was awarded;
3. Complete the application for admission to a graduate program at <http://www.uttyler.edu/graduate/gradadmissions/>;
4. Successfully complete the admission screening instrument;
5. Provide evidence of holding a Standard Principal, Mid-management, or other Texas Administrator Certificate; or three creditable years of managerial experience in a public school district.

Admission to the program is based in part on one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study; socioeconomic background; first generation college graduate; multilingual proficiency; geographic region of residence; and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

#### Required Courses

### Superintendent Certification Preparation Program--Total Semester Credit Hours=17

#### Concentration Area (14 hrs.):

EDLR 5350	Personnel Administration
EDLR 5360	The School Superintendent
EDLR 5453	School Finance
EDLR 5458	School Facilities

#### Internship (3 hrs.):

EDLR 5375	Practicum in the Superintendency
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### Standard Principal Certification Preparation

The Standard Principal Certificate requires: a) completing a master's degree; b) the required coursework for the certification within six years; c) providing evidence of a valid Texas Teaching Certificate; d) providing evidence of a minimum of two successful years of teaching experience; and e) satisfactory performance on the appropriate TExES examination. A state induction period must be completed to receive the Principal Certificate.

#### Admission Requirements

To be admitted to the Standard Principal certification program, a prospective student must:

1. Hold a master's degree from an accredited institution;
2. Possess a State Board for Educator Certification (SBEC) Texas Teacher Certification (any field);
3. Submit official transcripts from institutions in which a degree was awarded to the Office of Graduate Admissions;
4. Complete the application for admission to a graduate program at <http://www.uttyler.edu/graduate/gradadmissions/>;
5. Successfully complete the admission screening instrument.

NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

## Degree Requirements

### Standard Principal Certificate Preparation--Total Semester Credit Hours=22

#### Block II (8 hrs. must be taken concurrently)

EDLR 5311	Developmental Supervision
EDLR 5349	Leadership in the Restructured School
EDLR 5270	Practicum in the Principalship I

#### Block III (6 hrs. must be taken concurrently)

EDLR 5320	School Law
EDLR 5333	Administration of Special Programs in Schools

#### Block IV (8 hrs. must be taken concurrently)

EDLR 5330	The Principalship
EDLR 5337	School Building Operations
EDLR 5272	Practicum in the Principalship III

### Superintendent Certification Preparation Program

The Superintendent Certification Preparation Program is a 17-semester-hour program that requires a) holding a Standard Principal, Mid-Management, or other Texas Administrator Certificate; or three creditable years of managerial experience in a public school district b) completion of the specified course sequence within six years; and c) satisfactory performance on the appropriate TExES exam.

#### Admission Requirements

To be admitted to the Superintendent Certification Preparation Program, a prospective student must:

1. Hold a master's degree from an accredited institution;

2. Submit official transcripts from institutions in which a degree was awarded;
3. Complete the application for admission to a graduate program at <http://www.uttyler.edu/graduate/gradadmissions/>;
4. Successfully complete the admission screening instrument;
5. Provide evidence of holding a Standard Principal, Mid-management, or other Texas Administrator Certificate; or three creditable years of managerial experience in a public school district.

Admission to the program is based in part on one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study; socioeconomic background; first generation college graduate; multilingual proficiency; geographic region of residence; and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

### Required Courses

#### **Superintendent Certification Preparation Program-- Total Semester Credit Hours=17**

##### **Concentration Area (14 hrs.):**

EDLR 5350	Personnel Administration
EDLR 5360	The School Superintendent
EDLR 5453	School Finance
EDLR 5458	School Facilities

##### **Internship (3 hrs.):**

EDLR 5375	Practicum in the Superintendency
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## Department of Psychology and Counseling

### **Dr. Charles R. Barké, Chair**

The Department of Psychology and Counseling offers three graduate degrees:

- (1) The Master of Science (M.S.) in Clinical Psychology, with optional specialization in neuropsychology;
- (2) The Master of Arts (M.A.) in Clinical Mental Health Counseling; and
- (3) The Master of Arts (M.A.) in School Counseling, which is a fully online program.

### **Admission**

The following links describe the specific admissions process for the graduate degree programs in Psychology and Counseling.

M.S. in Clinical Psychology Admissions -  
<http://www.uttyler.edu/psychology/graduate/admission-requirements.php>

M.A. in Clinical Mental Health Counseling Admissions -  
<http://www.uttyler.edu/psychology/graduate/admission-requirements.php>

M.A. School Counseling Admissions -  
<http://www.uttyler.edu/psychology/graduate/ma-school-counseling-psychology.php>

Applications are reviewed on an individual basis. Admission is based on multiple indicators. To be admitted to one of the above degree programs, a prospective student must:

1. Hold a bachelor's degree from an accredited institution;
2. Submit official transcripts from institutions in which a degree was awarded to the Office of Graduate Admissions;
3. Complete the application for admission to a graduate program at <http://www.uttyler.edu/graduate/gradadmissions/>;
4. Apply for and submit a background check;
5. Submit additional application materials required by the program, such as scores on standardized tests, reference evaluations, writing samples, and/or participation in interviews.
6. International applicants whose native language does not include English will be required to submit a departmental passing TOEFL score or other evidence of English proficiency.

Successful applicants usually have a GPA of 3.0 or better (on a four point scale) and a satisfactory score on admissions tests (GRE or MAT) when required. Applicants who believe their grade point average or their scores are not valid indicators of their ability should explain their concerns in a letter to the Graduate Admissions Coordinator. The department may elect to require additional assessments, including interviews, of individual applicants.

Consideration for admission is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, multilingual proficiency, geographic region of residence, first generation of family to graduate from an undergraduate program, and involvement and level of responsibility in other matters including extracurricular activities, employment, community service, or family responsibility of raising children.

### **Psychology and Counseling Retention Policy**

Faculty, training staff, supervisors, and administrators of the Psychology and Counseling graduate programs at the University of Texas at Tyler have a professional, ethical, and potentially legal obligation to: (a) establish criteria and methods through which aspects of competence other than, and in addition to, a student-trainee's knowledge or skills may be assessed (including, but not limited to, emotional stability and well-being, interpersonal skills, professional development, and personal fitness for practice); and, (b) ensure, insofar as possible, that the student-trainees who complete our programs are competent to manage future relationships (e.g., client, collegial, professional, public, scholarly, supervisory, teaching) in an effective and appropriate manner. Because of this commitment, and within the parameters of our administrative authority, our faculty, training staff, supervisors, and administrators strive not to advance, recommend, or graduate students or trainees with demonstrable problems (e.g., cognitive, emotional, psychological, interpersonal, technical, and ethical) that may interfere with professional competence to other programs, the profession, employers, or the public at large.

As such, within a developmental framework, and with due regard for the inherent power difference between students and faculty, students

and trainees should know that the faculty, training staff, and supervisors of our programs will evaluate their competence in areas other than, and in addition to, coursework, seminars, scholarship, or related program requirements. These evaluative areas include, but are not limited to, demonstration of sufficient: (a) interpersonal and professional competence (e.g., the ways in which student trainees relate to clients, peers, faculty, allied professionals, the public, and individuals from diverse backgrounds or histories); (b) self-awareness, self-reflection, and self-evaluation (e.g., knowledge of the content and potential impact of one's own beliefs and values on clients, peers, faculty, allied professionals, the public, and individuals from diverse backgrounds or histories); (c) openness to processes of supervision (e.g., the ability and willingness to explore issues that either interfere with the appropriate provision of care or impede professional development or functioning); and (d) resolution of issues or problems that interfere with professional development or functioning in a satisfactory manner (e.g., by responding constructively to feedback from supervisors or program faculty; by the successful completion of remediation plans; by participating in personal counseling/therapy in order to resolve issues or problems). [Adapted from the Comprehensive Evaluation of Student-Trainee Competence in Professional Psychology Programs statement developed by the Student Competence Task Force of the APA Council of Chairs of Training Councils (CCTC), (<http://www.apa.org/ed/graduate/cctc.html>), approved March 25, 2004.]

### **Evaluating Student Fitness and Performance**

Members of the faculty, using professional judgment, continuously evaluate each student's fitness and performance. Students receive information related to their fitness and performance from faculty members, their advisors, and their supervisors. The criteria used by the faculty to make such judgments include instructor's observations of course performance, evaluations of students' performances in simulated practice situations, supervisors' evaluations of students' performances in practice situations, and the disciplines' codes of ethics. Students are formally evaluated at least annually by the program faculty. The progress of every graduate student in each program is assessed annually through the Annual Review of Student Progress, conducted by all graduate faculty. Student progress is reviewed in terms of academic performance, skill development, professional/ethical dispositional development and other indicators. The review may include meetings of students with faculty. Written results of the review are provided to every student. Detailed information about procedures for student annual progress review, retention, and for addressing concerns about student progress are available at the department website: <http://www.uttyler.edu/psychology/>.

Students who are not making satisfactory progress or who are not meeting program standards should consider withdrawing from the program. In this context, the term "unsatisfactory progress in the program" refers to an academic judgment made regarding the student's fitness and performance. It is a determination that the student has failed to meet academic and/or professional standards.

### **Minimum grade requirements**

In addition to the Graduate College policies on GPA requirements, probation and suspension, the Department has additional criteria for satisfactory progress and graduation, as follows. Regardless of GPA, no more than two (2) graduate courses with grades of "C" may be counted toward the graduate degree in Clinical Psychology, Clinical Mental Health Counseling or School Counseling. No courses with a grade lower than a C may be counted toward the graduate degree in Clinical Psychology, Clinical Mental Health Counseling or School Counseling. After receiving a third "C" grade, or a single "D" or "F" grade, a student will be placed on departmental probation. To be reinstated from departmental probation, the student must retake one of the courses in which a "C" or lower was earned (under the University grade replacement policy) in the next semester in which the course is offered, and achieve a "B" or better grade. Students on academic or departmental probation may **NOT** enroll in or begin their practicum course(s) until the academic or departmental probation has been removed. After an unsuccessful attempt to replace a grade, the student will be suspended from the department for a minimum of one semester. A petition for reinstatement must then be submitted, and approved by the advisor, Department Chair and College Dean for a student to be reinstated. If reinstated, the student must first enroll only in courses in which "C" grades were earned, and successfully replace them, leaving no more than two "C's", and no grade lower than a "C". If a student fails to be reinstated from departmental suspension, the student will be dismissed from the program.

### **Dismissal from Program**

The department may dismiss students from their degree programs for failure to make satisfactory progress toward degree completion. Students may also be dismissed for violations of the ethical and professional standards of the American Psychological Association, American Counseling Association, or the American School Counselors Association, or the Departmental Student Code of Conduct (see below).

New students are required to read and pass a quiz on both the Departmental Student Code of Conduct and the Department Faculty Code of Conduct.

### **Clinical Psychology M.S.**

The clinical psychology program provides the opportunity for the student to understand, evaluate, and counsel persons with psychological problems, and to draw upon community resources for assistance in working with these persons. During completion of the M.S. degree and approved practicum, the student is provided the opportunity to administer psychological tests and use various techniques of counseling and psychotherapy, cognitive and behavioral therapy and other evidence-based practices. Students who complete all requirements in the clinical area, and who become licensed, often work in psychiatric hospitals, in mental health centers, or with Licensed Psychologists in private practice.

Clinical Psychology students may complete a general program of study in clinical psychology or may choose a specialization. A specialization in neuropsychology is available for graduate students completing the clinical psychology degree program. A clinical

neuropsychology certificate program is also available for students with a master's or doctoral degree who desire training in neuropsychology. The sequence of courses includes brain functioning and neuroanatomy, psychopharmacology, organic mental diseases, diagnosis and neuropsychological assessment. This sequence of classes does not permit or qualify students to practice neuropsychology independently or identify themselves as a Clinical Neuropsychologist, which requires doctoral level training and licensure.

Students seeking admission to the clinical psychology degree programs should have completed the following undergraduate prerequisites: Introductory Psychology, Psychological Statistics, Research Methods, Learning and Conditioning, Physiological Psychology, and Abnormal Psychology. Students lacking these program undergraduate pre-requisites should take them as soon as possible during their graduate program.

The Master of Science in Clinical Psychology degree program requires 60 credit hours of graduate course work, for either the general clinical or neuropsychology emphases.

### Certification and Licensure

The M.S. in Clinical Psychology can qualify students to take the exam for a Licensed Psychological Associate (L.P.A.) from the Texas State Board of Examiners of Psychologists. An LPA license requires practicing under the supervision of a Licensed Psychologist. To practice independently, an LPA may complete an additional 3000 hours of supervised practice after receiving his or her degree and initial LPA license. However, following consultation with their Faculty Advisor and/or the Graduate Admissions Coordinator in Psychology and Counseling, substitutions in course work or additions of course work may qualify graduates also for the licensing exam to become a Licensed Professional Counselor (L.P.C.) through the Texas State Board of Examiners of Professional Counselors. For example, many M.S. alumni have the L.P.A. and the L.P.C. The L.P.C. also requires 3000 hours of supervised practice after the completion of the master's degree.

### Degree Requirements

#### Total Semester Credit Hours = 60-66

##### Foundation Courses (39 hrs.)

All clinical psychology students are required to complete a foundation of 39 credit hours (30 credit hours for School Psychology majors) as follows:

PSYC 5308	Advanced Psychopathology and Diagnosis
PSYC 5312	Counseling Theories
PSYC 5328	Issues and Professional Ethics
PSYC 5340	Advanced Psychological Statistics and Design
PSYC 5354	Psychopharmacology
PSYC 5384	Cognitive Behavioral Therapy and Applications
PSYC 5366	Assessment of Individual Mental Ability I
PSYC 5368	Clinical Mental Health Assessment
PSYC 5392	Applied Counseling Practice
PSYC 5393	Applied Therapy
PSYC 5396	Supervised Practicum in Psychology
PSYC 5397	Supervised Practicum in Psychology

PSYC 5398 Research Seminar

#### General Program of Study in Clinical Psychology

Students who wish to complete the general program of study in clinical psychology may choose their remaining hours from the graduate psychology and counseling courses listed in the course description section.

They should consult their faculty advisor and specify the courses in their degree plans.

#### Neuropsychology Specialization (21 hrs.)

Students who choose to complete the neuropsychology specialization must include the following courses, as appropriate, among their remaining hours.

PSYC 5350	Clinical Neuropsychology
PSYC 5352	Behavioral Neuroscience
PSYC 5356	Neuropsychological Assessment of Memory
PSYC 5358	Neuropsychological Assessment: Fixed Battery
PSYC 5359	Flexible Neuropsychological Battery

### Sequence of Classes

The courses which should be taken first are comprised of basic general, clinical and counseling courses that provide, in conjunction with the undergraduate prerequisite courses, the basis and foundation for the later applied courses. These courses for clinical psychology students include PSYC 5312 Counseling Theories, PSYC 5308 Advanced Psychopathology and Diagnosis, PSYC 5328 Issues and Professional Ethics, PSYC 5340 Advanced Psychological Statistics and Design, and PSYC 5384 Cognitive Behavioral Theory and Applications. Depending on their degree plan, students may take PSYC 5320 Advanced Human Growth and Development, PSYC 5345 Group Processes, PSYC 5350 Clinical Neuropsychology, PSYC 5354 Psychopharmacology, PSYC 5366 Assessment of Mental Ability I, or other courses approved by their advisor. Consultation with the instructor of the course is often helpful to make sure that students have had appropriate prerequisites.

The applied courses are more specialized clinical applications and should be taken after the basic courses are taken. A student's formal degree plan (Clinical Psychology Degree Plan) with specific courses should be completed and approved/signed by their Faculty Advisor and the Graduate Admissions Coordinator before 12 semester hours are completed. Students in clinical psychology must successfully complete (with a grade of B or higher) PSYC 5392 Applied Counseling Practice and PSYC 5393 Applied Therapy prior to enrollment in PSYC 5396/PSYC 5397 Supervised Practicum in Psychology.

### Clinical Mental Health Counseling M.A.

The M.A. in Clinical Mental Health Counseling (CMHC), accredited by CACREP, is intended to prepare students to counsel persons experiencing psychological disturbance due to developmental, educational, career, cognitive, emotional, behavioral, cultural, relational or environmental issues. Students develop competencies in diagnosis and assessment, evidence-based counseling/psychotherapy techniques, group processes, human development, cultural diversity

and career counseling. Students who complete their degrees and meet state certification or licensing requirements may be employed in a variety of mental health settings.

All Clinical Mental Health Counseling (CMHC) students will complete a specified program that provides foundational knowledge and skills to be an effective clinical mental health counselor.

The Master of Arts in Clinical Mental Health Counseling (CMHC) degree program requires 60 semester credit hours of graduate course work.

## Certification and Licensure

Graduates of the M.A. in Clinical Mental Health Counseling (CMHC) are eligible to apply for licensure as a Licensed Professional Counselor (LPC) through the Texas State Board of Examiners of Professional Counselors. In addition to the degree, the LPC requires successful passage of the National Counselor Examination (NCE) followed by 3000 hours of supervised practice in a counseling role. <http://www.nbcc.org/directory/TX>. The NCE may be taken prior to graduation for students who also wish to apply for national certification through NBCC at the same time. Otherwise, the NCE is taken after graduation.

To be eligible to practice within the U.S. Military (Tricare) and Veteran's Administration mental health care systems, graduates will also be required to take and pass the National Clinical Mental Health Counselor Examination, administered by the National Board for Certified Counselors. <http://www.nbcc.org/NCMHCE>.

## Degree Requirements

### Total Semester Credit Hours = 60

#### Didactic Core (36 hrs.)

All Clinical Mental Health Counseling (CMHC) students are required to complete a DIDACTIC CORE of 36 hours as follows:

PSYC 5308	Advanced Psychopathology and Diagnosis
COUN 5312	Counseling Theories and Applications
PSYC 5320	Advanced Human Growth and Development
COUN 5324	Cultural Diversity and Advocacy
COUN 5328	Foundations and Ethics of Clinical Mental Health Counseling
COUN 5335	Career Counseling and Assessment
COUN 5340	Research and Program Evaluation
PSYC 5345	Group Counseling and Therapy
COUN 5384	Advanced Counseling Theories and Evidence Based Practices
COUN 5368	Assessment Techniques in Counseling
COUN 5326	Addictions Counseling
COUN 5395	Professional Practice in CMHC

#### Clinical Skills Core (15 hrs.)

All Clinical Mental Health Counseling (CMHC) students are required to complete a CLINICAL SKILLS CORE of 15 hours as follows:

COUN 5391	Essential Counseling Skills
COUN 5392	Helping Relationships and Clinical Interviewing
COUN 5393	Practicum in Clinical Mental Health Counseling
COUN 5396	Internship I
COUN 5397	Internship II

## General Program of Study in Clinical Mental Health Counseling (CMHC)

Students may choose their remaining 9 hours from the graduate counseling and psychology courses identified in the course catalog. For LPC licensure in Texas, students will be required to complete a course in either Family Counseling or Couples Counseling, which are available electives.

## Sequence of Classes

In the first semester, students should take COUN 5312 Counseling Theories and Applications, COUN 5391 Essential Counseling Skills, and COUN 5328 Foundations and Ethics of Clinical Mental Health Counseling. These are considered to be qualifying courses for continuation in the program. Students must achieve a B or better in each of these courses to continue in the Clinical Skills Core course sequence and complete the degree program. New students will also undergo an initial Annual Review of Student Progress after completing these three qualifying courses, and must Meet Expectations in that review to continue in the program in good standing.

Following success in the qualifying courses and initial Review of Progress, students should continue with the basic didactic counseling and psychology courses that provide the basis and foundation for the remaining Clinical Skills Core courses. These courses for Clinical Mental Health Counseling (CMHC) students include PSYC 5308 Advanced Psychopathology and Diagnosis, COUN 5340 Research and Program Evaluation, COUN 5384 Advanced Counseling Theories and Evidence-Based Practices, PSYC 5320 Advanced Study in Human Growth and Development, PSYC 5345 Group Processes, and COUN 5324 Cultural Diversity and Advocacy.

A student's formal degree plan (Clinical Mental Health Counseling (CMHC) Degree Plan) should be completed and approved/signed by their Faculty Advisor and the Graduate Admissions Coordinator before 12 semester hours are completed. Students in Clinical Mental Health Counseling (CMHC) must successfully complete COUN 5391 Essential Counseling Skills, COUN 5392 Helping Relationship and Clinical Interviewing and COUN 5393 Practicum, with grades of B/CR or better, prior to enrollment in COUN 5396 Internship I, which is then followed by COUN 5397: Internship II Each Internship requires at least 300 hours (120 direct) of service on-site at an external site.

**Comprehensive Exam:** Students in the Clinical Mental Health Counseling (CMHC) program are required to take and pass the national, standardized Counselor Preparation Comprehensive Exam (CPCE) to graduate. <http://www.cce-global.org/Org/CPCE>.

## School Counseling M.A.

The M.A. in School Counseling is intended for those who wish to work as professional school counselors in educational settings. This degree program does not prepare its graduates to counsel in social service or mental health agencies or in private practice. This is a 48 credit fully online graduate degree program. Students in the M.A. in School Counseling program receive instruction in developing

appropriate comprehensive guidance plans to promote the academic, personal, social, and career development appropriate to elementary and secondary students. They develop competencies in assessment and counseling techniques, including legal and ethical standards, practices and issues. Students complete a supervised internship in a public or private school. Certification as a School Counselor in Texas requires successful completion of the required course sequence, a passing score on the appropriate state certification exam (TExES), and two years of classroom teaching experience approved by TEA.

Students seeking admission to the School Counseling degree program who are not fully certified as teachers are also required to take PSYC 5361 Behavior Modification in addition to the regular program courses. School Counseling applicants must also participate in an interview, conducted online, as required by Texas rules for school counselor programs. Applicants may be subject to a background and fingerprint check from a university-approved vendor at applicants' expense. Students are admitted to this program once a year in cohorts that only begin in summer terms. Students are admitted only under the Full Admissions criteria. Students must complete the entire program in sequence with the cohort to which they were admitted.

### **Certification and Licensure**

The M.A. in School Counseling can qualify students to meet the course requirements to become School Counselors certified by the Texas State Board for Educator Certification. Applicants must have two years of TEA-approved classroom teaching experience to qualify for the Texas School Counselor Certificate. Students matriculating in master's programs other than the M.A. in School Counseling program or students who already have master's degrees should contact the Graduate Advisor in School Counseling regarding the School Counselor Certificate. Students seeking only the School Counselor Certificate must meet admission and other requirements for the M.A. in School Counseling degree program. Students are admitted only under the Full Admissions criteria.

### **Degree Requirements**

#### **Total Semester Credit Hours = 48**

##### **Required Courses**

COUN 5312	Counseling Theories and Applications
COUN 5313	Family Therapy
COUN 5314	Applied School Counseling
COUN 5324	Cultural Diversity and Advocacy
COUN 5334	Foundations and Ethics of School Counseling
COUN 5335	Career Counseling and Assessment
COUN 5340	Research and Program Evaluation
COUN 5344	Advanced Principles of School Counseling
COUN 5348	Mental Health in Schools
COUN 5368	Assessment Techniques in Counseling
COUN 5386	Supervised Internship in School Counseling
COUN 5393	Practicum in Clinical Mental Health Counseling
PSYC 5320	Advanced Human Growth and Development
PSYC 5330	Counseling Children and Adolescents
PSYC 5345	Group Counseling and Therapy

Note: Students are required to take two semesters of COUN 5386: Supervised Internship in School Counseling.

Note 1: Students who are not fully certified as teachers are required to take PSYC 5361 Behavior Modification

Required total for degree and certification is a minimum of 48 graduate semester hours. Specifics of this program are subject to change by the SBEC or the degree-granting institution. New and currently enrolled students may be required to meet additional or different requirements.

NOTE: In accordance with Texas Administrative Code, all applicants must be fully admitted prior to taking any coursework in the area in which they are seeking certification. Therefore, no provisional admission is allowed.

# GRADUATE COLLEGE OF ENGINEERING

## Dr. Javier Kypuros, Dean

The College of Engineering is composed of four departments – the departments of Civil Engineering, Construction Management, Electrical Engineering, and Mechanical Engineering. It offers three master's degree programs. The Department of Civil Engineering offers the Master of Science in Civil Engineering. The Department of Electrical Engineering offers the Master of Science in Electrical Engineering. The Department of Mechanical Engineering offers the Master of Science in Mechanical Engineering.

## Vision

The College of Engineering at the University of Texas at Tyler strives to be the preeminent engineering institution in the region with a national reputation for scholarly excellence and transformational regional impact. We aspire to develop professionals whose technical prowess, unyielding integrity, interpersonal skills, and global awareness elevate them as leaders in their organization, industry, and community. College of Engineering graduates will be poised to positively impact and transform the future through service to their communities, region, and the Nation.

## Mission

The College of Engineering is a regional anchor preparing professionals to excel in a global context, and as such our mission is to

- Prepare graduates who think critically and serve the global community as professionals through practice, application, collaboration, and innovation;
- Foster the intellectual and economic vitality of the region, the state, and the nation through teaching, research, and outreach; and
- Instill a sense of excellence, ethics, integrity, leadership, and service in our graduates.

## Department of Civil Engineering

### Dr. J. Torey Nalbone, Chair

The Department of Civil Engineering offers the Master of Science in Civil Engineering. The M.S. in Civil Engineering has three options to earn the degree: (1) research option, (2) professional practice option, and (3) technical and management development option.

### Civil Engineering M.S.C.E.

**Total Semester Credit Hours = 30**

### Admission Requirements

Students entering the Master of Science in Civil Engineering (MSCE) program are expected to have a background equivalent to that of students graduating from the Bachelor of Science in Civil Engineering (BSCE) program offered at The University of Texas at

Tyler, or have obtained such background through specified prerequisite coursework.

In addition to the general requirements for admission to graduate study at The University of Texas at Tyler, to be admitted to the MSCE program a student must meet the following admission requirements.

1. Satisfactory score on the General Test (verbal and quantitative) of the Graduate Record Examination (GRE) or three years of U.S. only engineering experience.
2. Satisfactory grade point average on the student's last four semesters of academic study and last 60 semester credit hours of upper division undergraduate or graduate courses.
3. A bachelor's degree in a Civil Engineering program accredited by the ABET Engineering Accreditation Commission. Students who have not earned such a degree will be required to complete prerequisite coursework before starting the MSCE program as determined by the MSCE Graduate Coordinator.
4. A demonstrated proficiency in the use of the English language, both spoken and written.
5. Approval of the MSCE Graduate Coordinator and the Chair, Department of Civil Engineering.

Consideration for admission to the Master of Science in Civil Engineering program may also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

### Graduation Requirements

There are four options to earning the Master of Science in Civil Engineering (MSCE): (1) research option, (2) professional practice option, (3) technical and management development option, and Bachelors to Masters (Straight through 4+1) BSCE/MSCE.

Regardless of option selected, a student must complete one three credit hour graduate course focused in analytical methods or a graduate level mathematics course. This course must be approved by the faculty advisor, department graduate coordinator or the department chair. At least 50 percent of the required total credit hours applied to the MSCE, excluding thesis or design project, must be Civil Engineering courses and at least two-thirds of the credit hours applied to the degree must be taught by a department within the College of Engineering. No more than three credit hours of independent study courses may be applied to the degree. The student must attain an average of 3.0 GPA on all course work applied to the MSCE. The program options and additional degree requirements are as follows:

#### Option 1 – Research (30 SCH)

Students must successfully complete at least 24 semester credit hours of graduate coursework, including at least three courses in a primary



area of study within civil engineering, successfully complete at least six credit hours of graduate thesis research, successfully prepare a research thesis, and pass a final oral examination that is primarily focused on the research thesis but may also address coursework. The final examination will be administered by the student's graduate academic committee. This program option is intended primarily for students who wish to conduct research and expand civil engineering knowledge. (This is the only degree option for which graduate assistantships are available.)

#### **Option 2 – Professional Practice (30 SCH)**

Students must successfully complete at least 27 semester credit hours of graduate coursework, including at least three courses in a primary area of study within civil engineering, and at least three semester credit hours of graduate capstone design that culminates in the preparation of a design project report. Depending upon the student's previous background, a course in management may be required, because the focus of this degree option is professional practice. Further, each student must pass the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering (FE) examination and must pass a final oral examination that is focused on the graduate design project. The final examination will be administered by the student's graduate academic committee. This degree option is intended primarily for students who intend to practice civil engineering at the professional level.

#### **Option 3 – Technical and Management Development (30 SCH)**

Students must successfully complete at least 30 semester credit hours of graduate coursework, including at least three courses in a primary area of study within civil engineering and at least one course (but not more than two) developing business management and engineering management skills. At least two Civil Engineering courses used for the program must be graduate design courses. Further, students must pass a final comprehensive written and/or oral examination that addresses the student's undergraduate and graduate education. The final examination will be coordinated by the student's graduate academic advisor. This degree option is intended primarily for students in practice who want to enhance their technical skills and to develop management skills.

#### **Bachelors to Masters (Straight thru 4+1) BSCE/MSCE (30 SCH)**

The path to the MSCE is available only to UT Tyler undergraduate students intending to complete a Master's of Science in Civil Engineering contiguous with their BSCE degree. This option is intended as a degree which shares some of the undergraduate courses (6 semester credit hours) in a graduate career enrollment. BSCE students must enter the MSCE program and complete the MSCE portion of the program without interruption. The completion of this path may use either Option 1 or Option 2 above (Thesis or Project) both are comprised of 30 SCH degree plans. This completion pathway is not available for the Option 3 (Course Work only). Students interested in the 4+1 pathway must apply for consideration through the Civil Engineering program and admission to the graduate school. Students will be provisionally admitted to the 4+1 in the spring of the senior year, and fully admitted once completing the BSCE and meeting all admission requirements for the MSCE

program. Students will be eligible to complete 6 SCH of graduate course work during their undergraduate enrollment. 6 of these semester credit hours will count toward both the completion of the BSCE and the MSCE degrees. Upon awarding of the BSCE the 6 hours will then transfer into the Graduate Career for the MSCE degree. Work completed during the senior year may be counted towards the design or technical elective requirements of the BSCE degree. Student's considering the BS (4+1) pathway must have a cumulative undergraduate GPA of 3.0 or higher and must submit a personal statement for review. Additionally, the student will be required to apply for the 4+1 in the fall of their senior year. The program requires the completion of a project (CENG 5393) or a Thesis (CENG 5395 & CENG 5396). Students wishing to continue towards the 4+1 completion will be required to enroll in 2 graduate level courses during the spring of their senior year. These will be carried as electives into both the BSCE and MSCE careers.

#### **Transfer of Credit**

A student may transfer a maximum of 9 semester hours of graduate credit in which a grade of "B" or better has been earned from approved institutions. Transfer credit is subject to the approval of the student's advisor and departmental chair.

#### **Student Outcomes**

Master of Science in Civil Engineering students at the time of graduation are expected to:

1. Apply fundamental knowledge of specialized mechanical engineering concepts and modern engineering tools in solving engineering problems.
2. Demonstrate independent self-learning and research capabilities for solving engineering problems.
3. Recognize their professional responsibility with the society, environment, engineering ethics, and lifelong learning.
4. Demonstrate an ability to effectively communicate results from engineering problems or other intellectual products.

## **Department of Electrical Engineering**

#### **Dr. Hassan El-Kishky, PE, Chair**

The Department of Electrical Engineering offers the Master of Science in Electrical Engineering with three options to earn the degree: (1) Thesis option, (2) Non-thesis option, and (3) BSEE / MSEE Straight-through option.

#### **Electrical Engineering M.S.E.E.**

**Total Semester Credit Hours = 30-36**

#### **Admission Requirements**

Students entering the Master of Science in Electrical Engineering (MSEE) program are expected to have a background equivalent to that of students graduating from the Bachelor of Science in Electrical Engineering (BSEE) program offered at The University of Texas at Tyler, or to obtain such background through specified prerequisite coursework.

To be admitted to the MSEE program a student must meet the following admission requirements.

1. Satisfactory score on the General Test (verbal and quantitative) of the Graduate Record Examination (GRE).
2. Satisfactory grade point average on the student's last four semesters of academic study and last 60 semester credit hours of upper division undergraduate or graduate courses.
3. A bachelor's degree in an Electrical Engineering program accredited by the ABET Engineering Accreditation Commission. Students who have not earned such a degree will be required to complete prerequisite (leveling) coursework before starting the MSEE program as determined by the MSEE Program Administrator.
4. A demonstrated proficiency in the use of the English language, both spoken and written.
5. Resume.
6. Approval of the MSEE Program Administrator and the Chair of the Department of Electrical Engineering.

Consideration for admission to the Master of Science in Electrical Engineering program will also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

## Graduation Requirements

There are three options to earning the Master of Science in Electrical Engineering (MSEE): (1) Thesis option, (2) Non-thesis option and (3) BSEE/MSEE Straight-through option

To graduate the student must earn at least a 3.0 grade point average on all course work attempted toward the MS degree, with the exception of courses from which the student has withdrawn and courses subsequently retaken for grade replacement. Courses not recognized under the MS degree plan are not counted in the computation of GPA. No more than six credit hours of independent study courses may be applied to the degree.

The program options and additional degree requirements are as follows:

**Thesis Option (30 SCH):** Students must successfully complete at least 24 semester credit hours of graduate coursework, successfully complete at least six credit hours of graduate thesis research, successfully prepare a research thesis, and pass a final oral examination that is primarily focused on the research thesis but may also address coursework. The final examination will be administered by the student's graduate academic committee. The coursework requirements are 15 credits in core electrical engineering subjects, 3 credits in advanced mathematics, and 6 credits of approved electives. This program option is intended primarily for students who wish to conduct research and expand electrical engineering knowledge. Students considering a doctoral program in engineering are strongly encouraged to pursue the thesis option.

**Non-Thesis Option (36 SCH):** Students must successfully complete at least 36 semester credit hours of graduate coursework. Twenty-four credit hours are devoted to a core of electrical engineering graduate coursework and 3 credits are in advanced engineering mathematics. Nine credits are in approved electives. This degree

option is intended primarily for students in practice who want to enhance their technical skills.

**BSEE / MSEE Straight-through option (30 SCH):** This option is available only to UT-Tyler undergraduate students. This option is intended as a "straight-through" BSEE-MSEE program; students must go directly from the BSEE program into the MSEE program and complete the MSEE portion of the program without interruption. Students interested in this option must obtain departmental approval before enrolling into the program. Students will be provisionally admitted to the straight-through program in the fall of their senior year, and fully admitted upon satisfactory completion of all BSEE graduation requirements and the MSEE program admission requirements. Students admitted into the program are allowed to take six credits of graduate course work during their senior year. Graduate course work successfully completed during senior year may be counted toward the technical-elective requirements of the BSEE degree. Students must obtain a grade of B or higher in all graduate courses attempted during their senior year. The coursework requirements are 18 credits in core electrical engineering subjects, 3 credits in advanced mathematics, and 6 credits of approved electives. In addition, the program requires completion of a project (EENG 5393). Students who do not satisfy the above conditions will not be allowed to continue in the BSEE/MSEE straight-through program.

## Program Outcomes

The Program Outcomes of the MSEE program represent the knowledge, skills, and abilities that graduates are expected to have at the time of completion of their program.

1. **Breadth and Depth:** Students will be able to apply knowledge at a graduate level in two of the following areas: electronics, power systems, controls, advanced engineering mathematics, signal processing, communications, real-time systems, computer systems, electromagnetic and power electronics.
2. **Modern Engineering Tools:** Students will be able to use modern engineering tools for analysis and design as applied to engineering problems.
3. **Advanced Engineering Mathematics:** Students will be able to apply principles of advanced engineering mathematics including probability and statistics to engineering problems.
4. **Systems Design:** Students will be able to apply systems design approaches including modeling and simulation of interacting sub-systems to complex engineering problems.
5. **Design Methods:** Students will be able to demonstrate application of design methodology by comparing and evaluating solutions to engineering problems.
6. **Communication Skills:** Students will demonstrate effective oral, visual and written communication skills from a technical perspective.

## Transfer of Credit

A student may transfer a maximum of 9 semester hours of graduate credit in which a grade of "B" or better has been earned from approved institutions. Transfer credit is subject to the approval of the student's advisor and departmental chair.

## Department of Mechanical Engineering

### Dr. M. Sathyamoorthy, Interim Chair

The Master of Science in Mechanical Engineering gives students three options to earn the degree: (1) the thesis option, (2) the non-thesis option and (3) the professional development option.

### Mechanical Engineering M.S.M.E.

**Total Semester Credit Hours = 30-36**

#### Admission Requirements

Students entering the Master of Science in Mechanical Engineering (MSME) program are expected to have a background equivalent to that of students graduating from the Bachelor of Science in Mechanical Engineering (BSME) program offered at The University of Texas at Tyler, or to obtain such background through specified prerequisite coursework.

To be admitted to the MSME program a student must meet the following admission requirements.

1. Satisfactory score on the General Test (verbal and quantitative) of the Graduate Record Examination (GRE).
2. A minimum grade point average of 3.0/4.0 based on the student's last four semesters of academic study and last 60 semester credit hours of upper division undergraduate or graduate courses.
3. A bachelor's degree in a Mechanical Engineering program accredited by the ABET Engineering Accreditation Commission. Students who have not earned such a degree will be required to complete prerequisite (leveling) coursework before starting the MSME program as determined by the MSME Graduate Coordinator.
4. A Statement of Purpose including goals on Graduate education and research interests must be included in the application.
5. A demonstrated proficiency in the use of the English language, both spoken and written.
6. Approval of the MSME Graduate Coordinator and the Chair of the Department of Mechanical Engineering.

Consideration for admission to the Master of Science in Mechanical Engineering program will also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community service, and family responsibilities.

#### Graduation Requirements

There are four options to earning the Master of Science in Mechanical Engineering (MSME):

1. Thesis option. This degree option is intended primarily for students who wish to conduct research and expand mechanical engineering knowledge. A thesis is required. (This is the only degree option for which graduate assistantships are available.)
2. Non-thesis option. This degree option is intended primarily for the professional working engineer who wants advanced technical courses but would benefit more from completing an advanced engineering design project than a research thesis.

3. Professional development option. This degree option is intended primarily for students who want to take only advanced technical courses. A comprehensive exam is required.
4. Five-year BSME/MSME (4+1) Option: Undergraduate students in mechanical engineering at UT Tyler can choose this option to get a master's degree in one additional year after completing the BSME graduation requirements. This option is also available to undergraduate students in the Honors Program in mechanical engineering.

Regardless of the option selected, a student must complete a graduate course in advanced mathematics (MATH 5311) or equivalent approved by the Graduate Coordinator. At least eighteen hours (including the thesis or report) must be in the major area; at least six hours must be in a supporting area (CENG, EENG, MANA) and can include courses outside the department, college or university. The supporting courses may be in mechanical engineering but must represent a specialty distinct from the major courses. At least two-thirds of the credit hours applied to the degree must be taught by a department in the College of Engineering.

To graduate, students must earn at least a 3.0 grade point average on all coursework used for the graduate degree. They must also complete a core curriculum consisting of MENG 5306, MENG 5343 or MENG 5338 or MENG 5341, and MENG 5344. Elective courses approved by the department chair may be substituted for the required courses.

The program options and additional degree requirements are as follows:

**Thesis Option (30 SCH):** Students must successfully complete at least 30 semester hours of graduate credit coursework, including six hours of thesis credits. In addition to the required coursework and thesis, students in the research option must successfully pass a final oral examination administered by the student's graduate academic committee.

**Non-Thesis option (30 SCH):** Students must successfully complete at least 30 semester credit hours of graduate coursework, including at least three hours in a project course that culminates in an engineering report on a significant design or analysis project performed by the student. In addition to completing all required coursework and the advanced engineering design project, students electing the non-thesis option will also be required to pass a final oral examination that is administered by the student's graduate academic committee.

**Professional Development Option (36 SCH):** Students must successfully complete at least 36 semester credit hours of graduate coursework, and a comprehensive exam administered by the student's graduate academic committee. For the required 36 graduate semester credit hours, at least 30 hours must be in Mechanical Engineering. Up to 6 hours of Non-Mechanical Engineering course work approved by the Graduate Coordinator are permitted for the degree option.

**Five-year BSME/MSME (4+1) Option:** Undergraduate students in mechanical engineering at UT Tyler can choose this option to get a master's degree in one additional year. Students may choose thesis or project under this option and they are required to take 6 credits of graduate-level courses in their senior year. Students interested in this option must obtain department approval to enroll in this program. Students with a minimum GPA of 3.0 will be provisionally

admitted to this program in the fall semester of their senior year, and will receive full admission to the graduate program under this option after they complete all BSME graduation requirements. Students must obtain an average “B” grade in all the graduate-level courses taken during their senior year.

Five-year BSME/MSME (4+1) Option: BSME Curriculum has a listing of the graduate-level courses required under this option.

Five-year BSME/MSME (4+1) Option: MSME Curriculum has a listing of the graduate courses required under this option.

#### **Five-year BSME/MSME (4+1) Option for Honors**

**Students:** Undergraduate Honors Program students in mechanical engineering at UT Tyler can also chose this option to get a master’s degree in one additional year. The requirements are the same as outlined above for regular students in mechanical engineering.

Five-year BSME/MSME (4+1) Option: BSME Honors Program Curriculum has a listing of the graduate-level courses required under this option.

Five-year BSME/MSME (4+1) Option: MSME Curriculum has a listing of the graduate courses required under this option.

### **Program Outcomes**

Master of Science in Mechanical Engineering students at the time of graduation are expected to:

1. Apply fundamental knowledge of specialized mechanical engineering concepts in the following areas: system dynamics, solid mechanics and thermos-fluids.
2. Apply modern engineering tools for analysis and design of engineering problems.
3. Demonstrate independent self-learning and research capabilities for solving engineering problems.
4. Demonstrate an ability to effectively communicate results from engineering problems or other intellectual products.

### **Transfer of Credit**

A student may transfer a maximum of 9 semester hours of graduate credit in which a grade of "B" or better has been earned from approved institutions. Transfer credit is subject to the approval of the student's advisor and departmental chair.

# GRADUATE COLLEGE OF NURSING AND HEALTH SCIENCES

## Dr. Yong "Tai" Wang, Dean

The College of Nursing and Health Sciences offers the PhD in Nursing; Doctor of Nursing Practice; Master of Science in Nursing degree in Administration, Nursing Education, or Family Nurse Practitioner; the dual Master of Science in Nursing Administration and Master of Business Administration; Master of Science in Health Sciences; Master of Science in Kinesiology; Master of Occupational Therapy; and certificate programs in Nursing Administration, Nursing Informatics, Nursing Education, and Family Nurse Practitioner.

## Department of Health and Kinesiology

### Dr. David Criswell, Chair

The Department of Health and Kinesiology offers three programs leading to master's degrees: Master of Science in Health Sciences, Master of Science in Kinesiology, and Master of Occupational Therapy. The mission of these degree programs and admission and curriculum requirements are described below.

The M.S. Degree in Kinesiology may be earned entirely via Internet-based delivery. Individual online courses may also be used to fulfill requirements of other degrees, with advisor approval.

For additional information about any programs of the Department of Health and Kinesiology, contact the Department (903-566-7031; [www.uttyler.edu/hkdept](http://www.uttyler.edu/hkdept)).

The Department of Health and Kinesiology may limit the number of applicants admitted to a particular degree program for a given semester. Therefore, meeting the minimum requirements for admission does not guarantee admission.

For details about the application process, refer to the Graduate Policies section of this catalog and the Health and Kinesiology Department's website ([www.uttyler.edu/hkdept](http://www.uttyler.edu/hkdept)).

## Master of Occupational Therapy

The Master of Occupational Therapy (MOT) program is an entry-level program for Certified Occupational Therapy Assistants (COTAs) with bachelor's degrees who would like to become registered Occupational Therapists (OTRs). Students will attend five semesters of blended instruction, combining online with on-campus delivery, followed by two, twelve-week Fieldwork experiences. These courses and fieldwork experiences allow the student to graduate with the MOT degree, and to sit for the National Board of Certification for Occupational Therapy registration exam. Students who obtain a passing score on the exam will become registered occupational therapists (OTRs), eligible for state licensure.

Students will be admitted to the COTA-to-MOT hybrid program once a year in the Fall semester. Admissions will be limited to 20 candidates per year.

### Admission Requirements

- Completed online application to UTT graduate school
- Baccalaureate degree from a regionally accredited institution completed by time of enrollment
- One year full-time experience as licensed COTA (or 1500 hours)
- Overall GPA of 3.0/4 calculated on last 60 credit hours.
- Completed Recommendation Form from two licensed OTs with documented supervision of applicant
- Current resume
- Current COTA licensure
- Completion of all prerequisite courses with a grade of B or higher prior to enrollment in the program.
- Prerequisite Completion Plan Form
- Documented acceptable Graduate Record Exam score within previous 7 years (GRE scores not required if applicant has an earned graduate degree from a regionally accredited academic institution)
- Successful completion of on-campus interview.

### Degree Requirements

#### Total credits required = 68

#### Semester 1 - Fall

Foundations of Occupational Therapy Practice	2 hrs.
Applied Neuroanatomy	3 hrs.
Contextual Movement for Occupational Therapists	3 hrs.
Art & Science of Occupational Therapy Practice	3 hrs.
Professional Development Seminar I	1 hrs.
TOTAL	12 hrs.

#### Semester 2 - Spring

Occupation & Evaluation I	3 hrs.
Occupation, Conditions, & Interventions I	3 hrs.
Assistive Technology in Pediatric Practice	2 hrs.
Research & Knowledge Translation I	3 hrs.
Professional Development Seminar II	1 hrs.
TOTAL	12 hrs.

#### Semester 3 - Summer

Occupation, Evaluation, Conditions & Interventions II	3 hrs.
Health & Wellness in Community-Based OT Practice	2 hrs.
Professional Development Seminar III	1 hr.
TOTAL	6 hrs.

**Semester 4 - Fall**

Occupation & Evaluation III	3 hrs.
Occupation, Conditions, & Interventions III	3 hrs.
Research & Knowledge Translation II	3 hrs.
Advanced UE Rehabilitation: Splinting, Assistive Technology, & Modalities	2 hrs.
Professional Development Seminar IV	1 hr.
<b>TOTAL</b>	<b>12 hrs.</b>

**Semester 5 - Spring**

Occupation & Evaluation IV	3 hrs.
Occupation, Conditions, & Interventions IV	2 hrs.
Teaching, Learning, & Educational Leadership	2 hrs.
Leadership & Management	2 hrs.
Professional Development Seminar V	1 hr.
<b>TOTAL</b>	<b>10 hrs.</b>

**Semester 6 and 7 - Summer and Fall**

Fieldwork II A	8 hrs.
Fieldwork II B	8 hrs.
<b>TOTAL</b>	<b>16 hrs.</b>

**Graduation Requirements**

- All academic courses must be completed within no more than 36 months. • All fieldwork experiences must be completed within 24 months of academic coursework completion.
- Students must meet the academic requirements of the Graduate School throughout their course of study in the MOT program.

**Health Sciences M.S.****Total Semester Credit Hours = 36**

The Master of Science (M.S.) in Health Sciences Program is designed to prepare graduates to be effective leaders in the fields of health promotion and disease prevention. This program provides a strong foundation for both professional leadership roles and pursuit of more advanced degrees in the field of health.

Graduates of this program will be prepared to assume leadership roles in: a) planning, implementing and evaluating individual and group needs for interventions aimed at promoting health and preventing disease; b) administering and/or coordinating specialized activities and programs aimed at promoting health and preventing disease; c) communicating health needs, concerns, and resource availability for programs aimed at promoting health and preventing disease; d) critiquing, conducting and contributing to research related to health promotion and disease prevention; and e) serving as advocates for improvements in the fields of health promotion and disease prevention through effective education of individuals, groups, and communities.

**Graduate Admission for Health Sciences M.S.**

An individual interested in applying for admission to a master's degree program in the Department of Health and Kinesiology should be aware of information and procedures related to graduate studies in general at UT Tyler. In addition to procedures that must be followed to meet requirements of the UT Tyler Graduate School, an applicant must complete and submit the following documents:

- Statement of Goals
- Three reference letters

All documents must be submitted to the Office of Graduate Admissions (ogs@uttyler.edu)

For full admission to the Health Sciences M.S. program in the Department of Health and Kinesiology, ordinarily an applicant must:

- Have an earned baccalaureate degree from an accredited academic institution in a field closely related to the mission of the intended master's degree program.
- Have earned a grade point average of at least 3.00 on a 4-point scale for all upper-division undergraduate hours or have an earned graduate degree from an accredited academic institution.
- Applicant must have an interview with at least 1 Health Sciences faculty member.
- Submit three strong letters of recommendation from individuals in professional positions who can validly comment on the applicant's suitability for graduate studies in general and for studies in the intended field in particular.

If the applicant is an international student, the TOEFL may be waived if the Health Sciences faculty assess both written and spoken English.

To discuss the application and admission processes related to the MS in Health Sciences program, contact Dr. William Sorensen at wsorensen@uttyler.edu.

**Objectives:**

At the completion of the Master's program, the graduate should be able to demonstrate the knowledge and skills identified in the seven areas listed below.

**1. Content Area**

- Critique, conduct and contribute to health-promotion and disease-prevention research.
- Plan, implement, and evaluate health-promotion and disease-prevention interventions.
- Compare and contrast existing health programs and theories, and evaluate their relevance for personal and population health.
- Coordinate specialized health-promotion and disease-prevention activities.

**2. Critical Thinking Area**

- Assess personal interests and abilities in preparation for selecting an area of specialization in the health field.
- Use analogy, model, and metaphor to organize information in the health sciences.
- Apply statistical, social/political, historical/futurist, and ethical modes of thinking as they pertain to health.
- Evaluate and critique the underlying assumptions of the dominant health-science discourses.
- Analyze and critically assess local, regional, national, and global health issues.

**3. Communication Area**

- Communicate health needs, concerns, and resource availability for health-promotion and disease-prevention purposes in research format.
  - Use analogy, model, and metaphor to communicate meaning in the health sciences
  - Communicate health information to diverse groups, for health-promotion and disease-prevention purposes.
  - Communicate health needs and concerns to governmental and non-governmental entities involved in establishing or changing health policy.
  - Serve as a resource professional for health-promotion and disease-prevention activities.
  - Present ideas clearly and effectively in written and oral communications.
  - Develop and apply networking skills to create and maintain consultative relationships.
4. **Leadership Area**
- Demonstrate knowledge of cutting-edge health policies or models.
  - Advocate health to peers and family by practicing model health behaviors.
  - Function as leaders in supporting health education of individuals, groups and communities.
  - Advocate for improvements in the field of health promotion and disease prevention.
5. **Ethics/Values Area**
- Evaluate moral and ethical conduct using multiple value systems and perspectives.
  - Identify ethical issues involved in research, practice, and governance and understand how ethical principles are used to guide professional activities.
  - Weigh judgments of detrimental behavior in respect to health outcomes against surrounding determinants of health.
6. **Technology Area**
- Use statistical computing software to analyze data and display information.
  - Use a broad range of technologies in health sciences.
  - Evaluate the efficiency and effectiveness of various intervention technologies in health science and promotion.
7. **Diversity Area**
- Explain the cultural, social, economic, and environmental determinants of health and of health disparities.
  - Describe recent trends in health sciences that reveal an association between socioeconomic status and disease or wellness.

### Curriculum (36 semester credit hours)

#### Required core courses (18 hours)

HECC 5303	Research Design
HECC 5317	Biostatistics
ALHS 5305	Program Design and Evaluation
ALHS 5335	Global Health
ALHS 5347	Epidemiology
ALHS 5365	Theories and Models in Health Behavior

#### Elective Courses (12 hours approved by adviser)

#### Thesis or Internship (6 hours)

HECC 5395	Thesis I and
HECC 5396	Thesis II or
HECC 5397	Internship and

#### HECC 5398 Internship

In addition to completing the required course work, earning the M.S. Health Sciences Degree requires satisfactory completion of a comprehensive exam in the latter part of the student's program of study if the internship is selected.

### Kinesiology M.S.

#### Total Semester Credit Hours = 36

Kinesiology is the study of movement or exercise. The Master of Science Degree Program in Kinesiology provides advanced study of kinesiology with a core focus on exercise science. The program prepares for a broad range of careers related to exercise or provides foundation for subsequent doctoral study. This degree is also appropriate for clinicians, such as physical therapists and athletic trainers, who want to further their understanding of the science related to their areas of practice.

The curriculum leading to the M.S.-Kinesiology Degree may be completed entirely online or via a combination of face-to-face and online classes. In addition to completing the required course work, earning the M.S.-Kinesiology Degree requires satisfactory completion of a comprehensive exam in the latter part of the student's program of study if the internship is selected.

#### Application Deadlines

Fall semester: May 1 (priority deadline); August 1 (absolute deadline)

Spring semester: November 1 (priority deadline); December 1 (absolute deadline)

Summer semester: May 1 (absolute deadline)

Students applying for the New Graduate Student Fellowship (Fall or Spring) should have all application materials submitted before the priority deadline.

#### Admission Requirements for Kinesiology M.S.

An individual interested in applying for admission to the M.S. Kinesiology program in the Department of Health and Kinesiology should be aware of information and procedures related to graduate studies in general at UT Tyler. In addition to procedures that must be followed to meet requirements of the UT Tyler Graduate School, an applicant must complete and submit the following documents:

- Statement of Goals
- Three reference forms plus accompanying letters of recommendation

All documents must be submitted to the Office of Graduate Admissions (ogs@uttyler.edu)

For full admission to the M.S. Kinesiology degree program in the Department of Health and Kinesiology, ordinarily an applicant must:

1. Have an earned baccalaureate degree from an accredited academic institution in a field closely related to the mission of the intended master's degree program. (Leveling courses may be required for applicants lacking adequate academic preparation.)

2. Submit three strong letters of recommendation from individuals in professional positions who can validly comment on the applicant's suitability for graduate studies in general and for studies in the intended field in particular.
3. Have demonstrated academic achievement and potential as indicated by a grade point average of at least 3.00 on a 4-point scale for all upper-division undergraduate hours, acceptable GRE scores, or a combination of upper division grade point average and GRE score.
4. Item 3 will be waived for applicants with graduate degrees from an accredited academic institution.

To discuss the application and admission processes related to the MS Kinesiology program, contact Dr. Scott Spier at [sspier@uttyler.edu](mailto:sspier@uttyler.edu).

### Curriculum (36 semester credit hours)

#### Required core courses (18 hours)

HECC 5303	Research Design
HECC 5317	Biostatistics
KINE 5307	Motor Learning
KINE 5313	Exercise Physiology I
KINE 5315	Exercise Physiology II
KINE 5335	Biomechanics

#### Elective Courses (12 hours approved by adviser)

#### Thesis or Internship (6 hours)

HECC 5395	Thesis I and
HECC 5396	Thesis II or
HECC 5397	Internship and
HECC 5398	Internship

## School of Nursing

### Dr. Barbara Haas, Executive Director and CNHS Associate Dean

The School of Nursing offers course work leading to the completion of the Master of Science in Nursing degree, the Doctorate in Nursing Practice (DNP) degree, and the PhD in Nursing degree.

### Nursing M.S.

The Master of Science in Nursing program is designed to prepare individuals for careers in service, education, and primary care. Emphasis is given to developing the advanced practice skills necessary to provide expert nursing care to clients either directly through clinical practice, or indirectly through the avenues of administration or education. Utilizing advanced knowledge and critical thinking skills along with a foundational caring philosophy and health promotion, the program prepares individuals to meet new challenges and the provision of holistic health care. Essential leadership and management skills are integrated with current theory and research in these areas.

The Master of Science in Nursing program builds on UT Tyler's undergraduate program in nursing and provides a firm basis for doctoral level education. There are several specialty options for the MSN degree: Administration, Education, and Nurse Practitioner. There is also a Nursing Administration Certificate program, Nursing Education Certificate program, a Family Nurse Practitioner

Certificate program, a Nursing Informatics Certificate program, and a coordinated MSN/MBA degree plan.

The MSN-Administration degree prepares the graduate to apply leadership and management skills to become the essential link between the vision and mission of the larger health care organization and the unit-based system of patient care. Students develop expertise in resource allocation through using professional skills in assessing and analyzing health care needs in the practice setting.

The MSN-Education degree prepares the graduate to apply teaching-learning theory, principles of curriculum development, evaluation methodology and role socialization as a nurse educator in various settings including health care organizations and institutions of higher learning. The graduate develops expertise as an educator of nursing students, patients, consumers and other individuals and groups.

The MSN-Family Nurse Practitioner degree prepares the graduate for advanced clinical practice roles across the lifespan in various settings. The graduate develops expertise as a primary care provider with advanced practice skills in the assessment and management of health needs as well as in patient education, consultant and researcher roles.

The coordinated MSN-MBA degree prepares the nurse executive to ensure excellence in client care services and also to impact the business environment in which nurses practice. This degree plan incorporates content in management, leadership, economics, finance, and marketing into a framework for nursing service and health care administration. Students enrolling for this coordinated degree option must meet the admission requirements for both Nursing and Business Administration.

The Nursing Administration Certificate program prepares the master's-prepared nurse to apply leadership and management skills to become the essential link between the vision and mission of the larger health care organization and the unit-based system of patient care. Resource allocation expertise, using professional skills in assessing and analyzing health care needs in the practice setting, is developed.

The Nursing Education Certificate program prepares the master's-prepared nurse to apply teaching-learning theory, principles of curriculum development, evaluation methodology, and role socialization as a nurse educator in a variety of settings. The program is designed to provide essential knowledge and skills required by nurse educators and facilitate the transition of the nurse from the clinical setting into the role of nurse educator.

The Family Nurse Practitioner Certificate program prepares the master's-prepared nurse for advanced clinical practice roles across the lifespan in various settings. The graduate develops expertise as a primary care provider with advanced practice skills in the assessment and management of health needs as well as in patient education, consultant and researcher roles.

The Nursing Informatics Certificate program prepares baccalaureate or higher degree prepared nurses as informaticists. The graduate develops skills to serve as the essential link among health care information systems, health care providers, and consumers.

### Objectives



At the completion of the Master's program, the graduate will be able to:

1. Integrate scientific knowledge and theories from nursing and related disciplines into advanced nursing practice;
2. Apply organizational and systems leadership principles and methods for the promotion and evaluation of quality, ethical, and safe patient care;
3. Translate, integrate, and disseminate scientific evidence into practice;
4. Utilize technologies to deliver, enhance, integrate, and coordinate communication, education, and patient care;
5. Intervene at the systems level through the policy development process and employ advocacy strategies to influence health care;
6. Manage care through collaboration with other health care professional as a member and leader of health care teams; and
7. Integrate organizational client centered concepts to provide preventive and population-based care.

### Admission Requirements

Students applying for admission to the MSN program are expected to submit a portfolio for evaluation consisting of the following:

1. Submit three professional and/or academic references;
2. Submit transcripts verifying a minimum grade-point average of 3.0 for the last 60 semester credit hours of undergraduate work\*;
3. Hold a Bachelor of Science in Nursing (BSN) degree from a nationally accredited College;
4. Show proof of current licensure as a Registered Nurse in the state(s) where clinical practicum will occur;
5. Complete an undergraduate statistics course with a grade of "C" or better;
6. Submit either a two-page essay or video describing reasons for seeking a particular MSN degree and plans for the future.
7. Applicants from countries other than the United States must also meet the admission requirements for international students seeking a graduate degree as listed in the University catalog.
8. Consideration for admission is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study; socioeconomic background; and involvement and level of responsibility related to other factors, including extracurricular activities, employment, community service, first generation of family to graduate from an undergraduate program, family responsibility for raising children, multilingual proficiency, or geographic region of residence.

\* Students who do not meet the GPA requirement for Full admission may be granted Conditional admission based on satisfactory scores on the verbal/quantitative portions of the Graduate Record Examination (GRE) in combination with GPA for the last 60 semester hours of undergraduate work.

### Criminal Background and Urine Drug Screening Checks and CPR Requirements

All applicants who are admitted to an MSN degree program in the School of Nursing are required to complete a criminal background check and urine drug screening. No student will be allowed entry to a nursing course without a clear report or a letter from the Texas Board of Nursing certifying that any criminal history is not a danger to the public. Applicants must have current BCLS CPR certification before beginning clinical courses.

### Semester Credit Hour Limitations

A student may not register for graduate nursing courses unless they have the permission of the School of Nursing Executive Director or are fully or conditionally admitted into the graduate nursing program.

### Transfer of Credit

A student may transfer a maximum of nine semester hours of graduate credit in which a grade of "B" or better has been earned from approved institutions. Transfer credit is subject to the approval of the School of Nursing Executive Director. All coursework applied to the degree must be taken within a six-year period of time.

### Degree Requirements for MSN Degrees

#### Core Courses (18 hrs.)

The following courses are core courses that must be taken by students in the MSN-ADM, MSN-EDU, MSN-FNP, and MSN-MBA.

NURS 5301	Translational Science I
NURS 5302	Translational Science II
NURS 5321	Health Policy for Population Health
NURS 5324	Health Care Informatics
NURS 5325	Organizational and Systems Leadership
NURS 5382	Capstone

The following courses are taken according to the role the student selects within the MSN option.

#### MSN-Administration (36 hours)

The role area of administration requires four courses (three theoretical/practicum courses consisting of 37.5 practicum hours each and one cognate course). The student may also select electives of interest to complete the 36 SCH required for the degree.

#### MSN Core Courses (18 hours)

##### MSN-ADM Required Courses (18 hrs.)

NURS 5331	Leadership in the Healthcare Environment
NURS 5335	Legal, Regulatory, and Financial Management
NURS 5337	Nursing Administration: Delivery of Care

NOTE: NURS 5331, NURS 5335, and NURS 5337 include clinical hours

Plus one of the following MANA courses:

MANA 5320	Organizational Behavior
MANA 5350	Strategic Human Resources Management
6 free elective hours	

#### MSN-Education (36 hours)

The role area of education consists of six required courses (three advanced practice courses, two theoretical nursing education courses and one practicum course consisting of 112.5 practicum hours).

#### MSN Core Courses (18 hours)

##### MSN-EDU Required Courses (18 hrs.)

The role area of education consists of six required courses.

NURS 5327	Nursing Education Curriculum Development
NURS 5328	Evaluation in Nursing Education

NURS 5329	Nurse Educator Role Strategies and Practicum
NURS 5350	Advanced Pathophysiology
NURS 5354	Advanced Pharmacotherapeutics
NURS 5355	Advanced Health Assessment for the Master's Prepared Nurse

NOTE: NURS 5329 includes clinical hours

### MSN-Family Nurse Practitioner (47 hours)

The role area of family nurse practitioner requires ten courses (listed below). With the exception of NURS 5350, NURS 5354, and NURS 5111, all FNP courses have a clinical component. A total of 47 SCH and 675 clinical hours are required for the degree.

#### MSN Core Courses (18 hours)

##### MSN-FNP Required Courses (29 hrs.)

NURS 5350	Advanced Pathophysiology
NURS 5352	Advanced Health Assessment for Nurse Practitioners
NURS 5354	Advanced Pharmacotherapeutics
NURS 5111	The Advanced Practice Role
NURS 5339	Diagnostic Methods and Procedures
NURS 5351	FNP Primary Care I
NURS 5353	FNP Primary Care II
NURS 5455	FNP Primary Care III
NURS 5347	FNP Internship I
NURS 5349	FNP Internship II

NOTE: NURS 5352, NURS 5339, NURS 5351, NURS 5353, NURS 5455, NURS 5347, and NURS 5349 include lab or clinical hours

### The Coordinated M.S.N./M.B.A.

Students enrolling for this coordinated degree option must meet the admission requirements listed elsewhere in this catalog for both Business Administration and Nursing. Students complete a total of 63 SCH. In addition to the 36 hours required for the MSN degree, students take 36 hours of coursework for the MBA. Nine of the hours for each degree are shared electives, resulting in the dual degree for 63 hours rather than the 72 hours required if each degree is pursued separately. The MSN and MBA degrees are awarded simultaneously at graduation.

#### MSN Core Courses (18 hours)

##### MSN-MBA Required Courses (18 hours)

NURS 5331	Leadership in the Healthcare Environment
NURS 5335	Legal, Regulatory, and Financial Management
NURS 5337	Nursing Administration: Delivery of Care

NOTE: NURS 5331, NURS 5335, and NURS 5337 include clinical hours

#### MBA Coursework (36 hours)

The Soules College of Business Graduate Advisor develops the MBA portion of the dual degree plan.

### Graduation Requirements

All candidates for a Master of Science in Nursing degree at The University of Texas at Tyler must meet the following requirements:

- A minimum grade-point of 3.0 on all graduate level work taken at UT Tyler. No course with a grade below "B" may be applied toward this degree.
- Nursing courses within a MSN curriculum may be repeated only once.
- Only two courses may be repeated. Exceptions may be made for extenuating circumstances.
- Only two course withdrawals are permitted. Exceptions may be made for extenuating circumstances.
- Satisfactory completion of all degree requirements.

## Certificate Programs

**Completion of a certificate curriculum will be noted on a student's transcript. No diploma is awarded for completing a certificate.**

### Admission Requirements

Students applying for admission to a certificate program are expected to submit a portfolio for evaluation consisting of the following:

1. A Master of Science in Nursing degree from a nationally accredited college. (An exception is made for applicants to the Nursing Informatics certificate who are required to have a Baccalaureate in Nursing or higher degree.)
2. Current licensure as a Registered Nurse in the state where practicum will occur. (Nursing Informatics certificate applicants do not participate in a practicum; therefore a current license as a Registered Nurse in any state is acceptable.)
3. Three academic and/or professional references.
4. Consideration for admission is also given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study; socioeconomic background; and involvement and level of responsibility related to other factors, including extracurricular activities, employment, community service, first generation of family to graduate from an undergraduate program, family responsibility for raising children, multilingual proficiency, or geographic region of residence.

### Academic Standing

Students in each certificate program must maintain a cumulative grade point average of 3.0 or greater. All other graduate degree regulations and policies are applicable to the certificate program.

## Nursing Administration Certificate Program

The Nursing Administration Certificate program prepares the master's-prepared nurse to apply leadership and management skills to become the essential link between the vision and mission of the larger health care organization and the unit-based system of patient care. Resource allocation expertise, using professional skills in assessing and analyzing health care needs in the practice setting, is developed.

### Certificate Requirements

#### Required Courses (9 hrs.)

The following courses must be taken by students in the Nursing Administration Certificate Program:

NURS 5331	Leadership in the Healthcare Environment
NURS 5335	Legal, Regulatory, and Financial

Management  
NURS 5337 Nursing Administration: Delivery of Care

NOTE: NURS 5331, NURS 5335, and NURS 5337 include clinical hours

### Completion of the Certificate

The successful completion of 9 semester credit hours is required in the Nursing Administration Certificate program (see courses listed above). Individuals receive college credit for each course completed. These courses will be listed on an official university transcript and a certificate of completion will be awarded.

## Nursing Informatics, Quality and Safety Certificate Program

The Nursing Informatics, Quality & Safety Certificate program prepares the baccalaureate or higher degree-prepared nurse to use evidenced based practice, health care technology and information systems to improve the quality and safety of patient care as well as improve outcomes and lower costs. Skills in quality improvement, data analysis, and information systems selection, implementation and optimization are developed.

### Certificate Requirements

#### Required Courses (15 hrs.)

The following courses must be taken by students in the Nursing Informatics, Quality and Safety Certificate Program:

NURS 5381	Healthcare Informatics for the 21st Century
NURS 5383	Applied Informatics: Quality, Safety and Cost
NURS 5385	Information Systems Life Cycle
NURS 5387	Data Analysis and Healthcare Technology
NURS 5389	Informatics, Quality & Safety Capstone

#### Completion of the Certificate

The successful completion of 15 semester credit hours is required in the Nursing Informatics, Quality & Safety Certificate program (see courses listed above). Individuals receive college credit for each course completed. These courses will be listed on an official university transcript and a certificate of completion will be awarded. This certificate meets current ANCC educational requirements for taking the board certification examination in nursing informatics.

## Nursing Education Certificate Program

The Nursing Education Certificate Program is designed to provide nurses with knowledge and skills of adult education designed to address the education issues unique to the nursing profession including client safety, clinical competencies, and requirements of the state board and other accreditation agencies.

The Nursing Education Certificate Program prepares the nurse to apply teaching-learning theory, principles of curriculum development, evaluation methodology, and role socialization as a nurse educator in a variety of settings.

## Certificate Requirements

### Required Courses (9 hrs.)

The following courses must be taken by students in the Nursing Education Certificate Program:

NURS 5327	Nursing Education Curriculum Development
NURS 5328	Evaluation in Nursing Education
NURS 5329	Nurse Educator Role Strategies and Practicum

NOTE: NURS 5329 includes clinical hours

### Completion of the Certificate

The successful completion of 9 semester credit hours is required in the Nursing Education Certificate program (see courses listed above). Individuals receive college credit for each course completed. These courses will be listed on an official university transcript and a certificate of completion will be awarded.

## Family Nurse Practitioner Certificate Program

For students who already hold a Master of Science in Nursing, the following Family Nurse Practitioner Certificate is available. Family Nurse Practitioner Certificates require completion of 20-29 semester credit hours. Students who have taken Advanced Pathophysiology, Advanced Health Assessment, and Advanced Nursing Pharmacotherapeutics within the past three years are not required to repeat those nine hours of coursework.

### Certificate Requirements

#### Required Courses (20-29 hrs.)

NURS 5350	Advanced Pathophysiology
NURS 5352	Advanced Health Assessment for Nurse Practitioners
NURS 5354	Advanced Pharmacotherapeutics
NURS 5111	The Advanced Practice Role
NURS 5339	Diagnostic Methods and Procedures
NURS 5351	FNP Primary Care I
NURS 5353	FNP Primary Care II
NURS 5455	FNP Primary Care III
NURS 5347	FNP Internship I
NURS 5349	FNP Internship II

NOTE: NURS 5352, NURS 5339, NURS 5351, NURS 5353, NURS 5455, NURS 5347, and NURS 5349 include lab or clinical hours

### Completion of the Certificate

The successful completion of 20 - 29 semester credit hours is required in the Family Nurse Practitioner program (see courses listed above). Individuals receive college credit for each course completed. These courses will be listed on an official university transcript and a certificate of completion will be awarded.

## Doctoral Program

The School of Nursing offers two doctorates. The programs are offered in an online format and provide advanced education to prepare nurse researchers, advanced clinicians, and educators for the future. The Doctor of Nursing Practice (D.N.P.) degree is a practice

doctorate while the Doctor of Philosophy Degree (Ph.D.) in Nursing is a research degree.

## Doctor of Philosophy Degree (Ph.D.) in Nursing

### Objectives

The Ph.D. in Nursing prepares nurse leaders to: 1) design and conduct research that contributes to the advancement of nursing science and global health; 2) conduct culturally sensitive research to guide nursing practice; 3) incorporate research outcomes to formulate policies pertinent to nursing and global health; and 4) disseminate innovative and creative strategies to improve health through nursing research, practice, and education.

### Admission Requirements

#### Ph.D. in Nursing

1. A master's degree from a college or university approved by a recognized regional accrediting body.
2. Submission of satisfactory Graduate Record Examination (GRE) scores taken within the last five years. Applicants with a previously earned doctorate or those transferring from a regionally accredited PhD in Nursing program may be exempt from taking the GRE.
3. A current license to practice professional nursing.
4. International students must meet the standards for proficiency in English described in the International Graduate Student Admissions section of this catalog.
5. A 3-5 page paper linking professional goals and research interests to health issues emphasized in this program.
6. Three academic and/or professional letters of reference.

#### BSN to Ph.D. in Nursing

1. A bachelor's degree in nursing from a college or university approved by a recognized regional accrediting body.
2. A grade point average of at least 3.2 for the last 60 hours of undergraduate work;
3. Submission of satisfactory Graduate Record Examination (GRE) scores taken within the last five years.
4. A current license to practice professional nursing.
5. International students must meet the standards for proficiency in English described in the International Graduate Student Admissions section of this catalog.
6. A 3-5 page paper linking professional goals and research interests to health issues emphasized in this program.
7. Three academic and/or professional letters of reference.

Consideration for admission to the PhD in Nursing program will also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community, service, and family responsibilities.

### Degree Requirements

This degree program is delivered online. Students are required to attend an orientation on the UT Tyler campus prior to beginning coursework and an annual summer workshop. Students may be

required to be present for other special activities throughout their program of study (e.g. dissertation defense).

#### 1. **Minimum Credit Hours (60 hrs.)**

- a. Required Courses - 39 hrs.
- b. Electives - 9 hrs.
- c. Dissertation - 12 hrs.

#### 2. **Special degree requirements** (for details on university doctoral requirements, see the general graduate section of this catalog and the School of Nursing Student Guide available on the School of Nursing website)

- a. A minimum grade of "B" is necessary in all required courses for the PhD degree. Two course failures (i.e. grade < B) will result in dismissal from the program.
- b. Nursing courses within the PhD curriculum may be repeated only once. A course withdrawal is counted as one course attempt. Exceptions may be made for extenuating circumstances.
- c. The Proficiency Examination is taken after the student has completed a significant portion, if not all, coursework. Students may not advance to candidacy or register for dissertation hours until all coursework is completed and all portions of the Proficiency Examination have been passed satisfactorily.
- d. Students have a maximum of nine years to complete the program. Students will have five years to complete the program after entering candidacy. Students unable to complete the program within the designated time limits must file for an extension.
- e. A dissertation of original research contributing to the body of knowledge in nursing will be required. Students must enroll for dissertation hours during each long semester while in the dissertation process. A minimum of 12 hours of dissertation credit is required.
- f. Students must meet all doctoral degree requirements of the University.

#### 3. **Transfer work:** Students may transfer up to twelve hours of coursework with the approval of their advisor and the Doctoral Program Director. Students will be responsible for providing necessary documentation of course equivalency.

Below is a typical outline of program progression for a full-time student.

#### **Year 1**

##### **Summer (1)**

NURS 6341 Scholarship of Writing for the PhD and DNP

##### **Fall**

NURS 6310 Philosophy of Science  
NURS 6342 Scholarship in Nursing  
NURS 6352 Health Care Policy Development

##### **Spring**

NURS 6312 Theory Construction and Evaluation  
NURS 6320 Data Management  
NURS 6330 Quantitative Research Designs & Methods

##### **Summer (2)**

NURS 6333 Qualitative Research Designs & Methods  
NURS 6350 Research in Transcultural Health

#### **Year 2**

##### **Fall**

NURS 6322 Advanced Statistics  
NURS 6337 Advanced Research Design & Methods  
Elective/Cognate

<b>Spring</b>	
NURS 6324	Advanced Multivariate Statistics
NURS 6339	Mixed Methods Research Design Elective/Cognate Proficiency Exam

<b>Summer</b>	
	Elective/Cognate

**Year 3**

<b>Fall</b>	
NURS 6160-6660	Dissertation

<b>Spring</b>	
NURS 6160-6660	Dissertation

**Doctor of Nursing Practice (D.N.P.)****Objectives**

The D.N.P. prepares nurse leaders as healthcare change agents to: 1) Synthesize scientific evidence for the development of initiatives for best practices; 2) Analyze policy, care delivery, and organizational systems for current and future health care needs of patients and populations; 3) Integrate health care informatics and evidence-based approaches in scholarship to critically evaluate, design and implement quality health care services for individuals, populations and systems 4) Translate scientific, theoretical, ethical, and cultural principles into health care for individuals, families, and populations, and 5) Assume interdisciplinary leadership roles to advance health care delivery at the organizational and systems level and to improve health outcomes of individuals and populations. The program offers both clinical and leadership tracks.

**Admission Requirements**

1. A master's degree from a college or university approved by a recognized regional accrediting body.
2. A current license to practice professional nursing.
3. International students must meet the standards for proficiency in English described in the International Graduate Student Admissions section of this catalog.
4. A 3-5 page paper linking professional goals to an evidence-based approach to healthcare issues emphasized in this program.
5. Three academic and/or professional letters of reference.

Consideration for admission to the DNP program will also be given to one or more of the following: the applicant's demonstrated commitment to his or her chosen field of study, socioeconomic background, first generation college graduate, multilingual proficiency, geographic region of residence, and level of responsibility in other matters including extracurricular activities, employment, community, service, and family responsibilities.

**Degree Requirements**

This degree program is delivered online. Students are required to attend a summer orientation on the UT Tyler campus prior to beginning coursework and an annual summer workshop. Students may be required to be present for other activities throughout their program of study (e.g. clinical, on-campus intensives, DNP scholarly project presentation).

1. Minimum Credit Hours (42 hrs.)

- a. Required Courses - 36 hrs.
  - b. Electives - Per student preference.
  - c. Scholarly Project - 6 hrs.
2. Special degree requirements (for details on university doctoral requirements, see the general graduate section of this catalog and the Graduate Nursing Handbook available on the School of Nursing Graduate Programs website)
    - a. A minimum grade of "B" is necessary in all required courses for the DNP degree. Two course failures (i.e. grade < B) will result in dismissal from the program.
    - b. Nursing courses within the DNP curriculum may be repeated only once. A course withdrawal is counted as one course attempt. Exceptions may be made for extenuating circumstances.
    - c. A Scholarly Project related to implementation of evidence-based practice and contributing to nursing practice will be required.
    - d. The DNP Scholarly Project is the culmination of all coursework. Students are not deemed complete in degree requirements until all requirements of the DNP Scholarly Project has been satisfactorily completed. Students must enroll for scholarly hours during each long semester while in the scholarly project process. A minimum of 6 hours of scholarly project credit is required.
    - e. Students have a maximum of seven years to complete the program. Students unable to complete the program within the designated time limits must file for an extension.
    - f. Students must meet all doctoral degree requirements of the University.
  3. Transfer work: Students may transfer up to nine hours of coursework with the approval of their advisor and the DNP Program Director. Students will be responsible for providing necessary documentation of course equivalency.

Below is a typical outline of program progression for a part-time student.

**Year 1**

<b>Summer (1)</b>	
NURS 6341	Scholarship of Writing for the PhD and DNP

<b>Fall</b>	
NURS 6301	Introduction to DNP Role & Culture
NURS 6326	Advanced Epidemiology

<b>Spring</b>	
NURS 6312	Theory Construction and Evaluation
NURS 6315	Evidence-based Practice I

<b>Summer (2)</b>	
NURS 6358	Population Health Within a Context of Culture

**Year 2**

<b>Fall</b>	
NURS 6317	Evidence Based Practice II
NURS 6303	Healthcare Informatics

<b>Spring</b>	
NURS 6331	Organizational Leadership and Culture
NURS 6371	Advanced Leadership I
	or
NURS 6381	Advanced Clinical Practice I

**Year 3**

<b>Fall</b>	
NURS 6352	Health Care Policy Development
NURS 6373	Advanced Leadership II

NURS 6383 or  
Advanced Clinical Practice II

**Spring**

NURS 6375 Leadership Scholarly Synthesis I  
or  
NURS 6385 Practice Scholarly Synthesis I  
NURS 6377 Leadership Scholarly Synthesis II  
or  
NURS 6387 Clinical Practice Scholarly Synthesis II

# THE FACULTY

## Emeritus Faculty

JOYCE E. BALLARD (2012)

Professor Emerita of Health and Kinesiology, College of Nursing and Health Sciences

WILLIAM C. BRUCE (2014)

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