Nevada System of Higher Education

The Nevada System of Higher Education, comprised of two doctoral-granting universities, a state college, four comprehensive community colleges and one environmental research institute, serves the educational and job training needs of the nation’s fastest growing state. The NSHE provides educational opportunities to more than 108,000 students and is governed by the Nevada Board of Regent

Daniel Klaich  
Chancellor

The Board of Regents wishes to advance student learning to the highest level, foster the expansion of knowledge through teaching and research, encourage community service, and enrich the lives of our students, our communities, our state, and the nation. In fulfillment of this purpose, we hold the following values at the center of our endeavor:

• Integrity
• Excellence
• Accountability
• Inclusiveness
• Creativity
• Innovation

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Disclosures

Rights of Privacy Act of 1974
The Federal Family Education Rights and Privacy Act of 1974 affords persons who are currently, or who were formerly, in attendance at the university as registered students a right of access to their “educational records,” which contain information directly related to such persons and the right to challenge the accuracy of their records. The act also restricts the persons to whom the university may disclose a student’s educational records without the student’s written permission. The university’s policy is to comply fully with all provisions of the act, and a detailed statement concerning the rights afforded current and former students is available, at no cost, in the office of UNLV’s General Counsel. Any person who feels the university has failed to comply with the Federal Family Education Rights and Privacy Act may file a complaint with the Family Education Rights and Privacy Act Office, Department of Education, 300 Independence Avenue S.W., Washington D.C. 20201.

Annual Jeanne Clery Campus Safety and Security Report
In order to comply with provisions of “The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act”, reports from the University community and local law enforcement agencies are compiled and published annually by the Department of Public Safety. As law enforcement professionals tasked with the maintenance of a safe and secure educational environment, it is our responsibility to provide a comprehensive report regarding the campus public safety environment including the incidence of crime.

Limitations
The 2009-2011 Graduate Catalog describes current academic programs of study, course descriptions and degree requirements at the graduate level for the academic years 2009-10 and 2010-11 at the University of Nevada, Las Vegas. The content of this catalog is current as of August 2009, but is subject to modification at any time to accommodate changes in university resources or educational plans.

This catalog does not constitute a contractual commitment that the university will offer all the courses or programs described, and the university reserves the right to revise catalog provision and fees at any time in accordance with the actions of the president the Nevada System of Higher Education, or any other governing body. The university reserves the right to eliminate, cancel, reduce in size or phase out courses, academic programs and/or limit enrollments in specific programs and courses, to change fees during the student’s period of study, and to require a student to withdraw from the institution for cause at any time.

Inquiries
Inquiries should be addressed to: Dean of the Graduate College, University of Nevada, Las Vegas, 4505 Maryland Parkway, Box 451017, Las Vegas, NV 89154-1017, (702) 895-3320, or call UNLV’s main switchboard at (702) 895-3011. Visit the UNLV Web site at http://www.unlv.edu.

@2009

University of Nevada, Las Vegas
A Message from UNLV
President Neal J. Smatresk

As the new president of UNLV, I’m delighted to encourage you to consider graduate studies at the University of Nevada, Las Vegas. UNLV is a wonderful institution with exceptional programs, excellent faculty, and a supportive atmosphere where graduate education thrives.

As you explore graduate education at UNLV, you’ll be pleased to learn that nearly a quarter of UNLV’s students are currently enrolled in graduate/professional programs. The number of students in these programs has increased by 33 percent since 2003. These numbers should provide some indication of the significance of graduate studies at UNLV. We know that high quality graduate education is pivotal to the growth and sophistication of our institution.

In addition to supporting the educational and research missions of the university, graduate education also plays a pivotal role in preparing tomorrow’s leaders in many professions. It enables our students to move into the workplace with the kind of preparation that only advanced study can provide. Alumni of our graduate programs are the professionals who lead our community in health care, education, law enforcement, social work, business, art, and engineering, just to name a few critically important fields. Their contributions are vital to the quality of life that we enjoy here in Southern Nevada.

Again, we welcome your interest in UNLV and encourage you to join us in our dedication to research and graduate education as we create a bright future for our university and community.

Dr. Neal J. Smatresk
UNLV President
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Biochemistry – M.S.
Biological Sciences – M.S.
Biomedical Engineering – M. S.
Business Administration – M.B.A.; Executive M.B.A.
Business Administration/Dental Medicine – Dual M.B.A./D.M.D.
Business Administration/Hotel Administration – Dual M.B.A./M.S.
Business Administration/Law – Dual M.B.A./J.D.
Business Administration/Management Information Systems – Dual M.B.A./M.S.
Chemistry – M.S.; Ph.D.
Civil & Environmental Engineering – M.S.E.; Ph.D.
Clinical Mental Health M.S.
Communication Studies – M.A.
Community Health Counseling – M.S.
Computer Science – M.S.C.S.; Ph.D.
Construction Management – M.S.C.S.
Creative Writing – M.F.A.
Criminal Justice – M.A.
Crisis and Emergency Management – M.S.
Curriculum & Instruction – M.Ed.; M.S.; Ed.S.; Ed.D.; Ph.D.
Economics – M.A.
Education/Law – Dual Ph.D in Education/J.D.
Educational Psychology – M.S.; Ed.S.; Ph.D.
Educational Psychology & Juris Doctor Dual Ph.D./J.D.
Electrical & Computer Engineering – M.S.E.E.; Ph.D.
English – M.A.; Ph.D.
Environmental & Occupational Health – M.P.H.
Environmental Science – M.S.; Ph.D.
Ethics & Policy Studies – M.A.
Exercise Physiology – M.S.
Film, Screenwriting – M.F.A.
Foreign Languages – M.A.
Geosciences – M.S.; Ph.D.
Health Care Administration – M.H.A.
Health Physics – M.S.
Health Promotion – M.Ed.
Higher Education Leadership – Ph.D.
Higher Education Leadership – M.Ed.
History – M.A.; Ph.D.
Hospitality Administration – Executive M.H.A; Ph.D.
Hotel Administration – M.S.
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Hotel Administration/M.I.S. – Dual M.S./ M.I.S.
Informatics – M.S.; Ph.D.
Journalism & Media Studies – M.A.
Kinesiology – M.S.

Learning & Technology – Ph.D.
Management Information Systems – M.S.
Management Information Systems & Business Administration
Dual M.S./M.B.A.
Management Information Systems & Hotel Administration
Dual M.S
Marriage & Family Therapy – M.S.
Materials & Nuclear Engineering – M.S.
Mathematical Sciences – M.S.; Ph.D.
Mechanical Engineering – M.S.E., Ph.D.
Music – M.M.
Musical Arts – D.M.A.
Nursing – M.S.N.; Ph.D.
Physical Therapy – D.P.T.
Physics – M.S.; Ph.D.
Political Science – M.A.; Ph.D.
Psychology – Ph.D.
Public Administration – M.P.A.
Public Affairs – Ph.D.
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School Counseling – M.Ed.
Science – M.A.S.
Social Work – M.S.W.
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Sociology – M.A.; Ph.D.
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Special Education – M.Ed.; M.S.; Ed.S.; Ed.D.; Ph.D.
Sport & Leisure Service Management – M.S.
Sport Education Leadership – M.Ed.; M.S.; Ph.D.
Teacher Education – Ph.D.
Theatre – M.A.; M.F.A.
Transportation – M.S.T.
Water Resources Management – M.S.
Workforce Education & Development – M.Ed; M.S.

Graduate and Advanced Graduate Certificate Programs

Addiction Studies (Counselor Education)
Advanced Graduate Certificate in Accounting (Accounting)
Graduate Certificate in Accounting (Accounting)
Graduate Certificate in Management (Management)
Family Nurse Practitioner (Nursing)
Finance Graduate Certificate (Finance)
Forensic Social Work (Social Work)
Management Information Systems (Management Information)
Marriage & Family Therapy (Marriage & Family Therapy)
Management Information Systems (Management Information)
Nursing Education Post-Masters Certificate (Nursing)
Pediatric Nurse Practitioner Certificate (Nursing)
Public Management (Public Administration)
Women’s Studies (Women’s Studies)
# Academic Calendar

## Fall Semester 2009

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>24</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td>September</td>
<td>7</td>
<td>Labor Day recess.</td>
</tr>
<tr>
<td>October</td>
<td>30</td>
<td>Nevada Day recess.</td>
</tr>
<tr>
<td>November</td>
<td>11</td>
<td>Veterans Day recess.</td>
</tr>
<tr>
<td>December</td>
<td>7-12</td>
<td>Study Week.</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>Instruction ends.</td>
</tr>
<tr>
<td></td>
<td>10-15</td>
<td>Final examinations.</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>Semester ends.</td>
</tr>
<tr>
<td></td>
<td>26-27</td>
<td>Thanksgiving Day recess.</td>
</tr>
</tbody>
</table>

## Spring Semester 2011

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>17</td>
<td>Martin Luther King holiday.</td>
</tr>
<tr>
<td>February</td>
<td>18</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td>February</td>
<td>21</td>
<td>Washington's Birthday Recess.</td>
</tr>
<tr>
<td>March</td>
<td>21</td>
<td>Spring Break begins.</td>
</tr>
<tr>
<td>May</td>
<td>2-7</td>
<td>Study Week.</td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>Instruction ends.</td>
</tr>
<tr>
<td></td>
<td>14</td>
<td>Semester ends.</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>Commencement. (TBA)</td>
</tr>
</tbody>
</table>

## Summer Session 2010 I

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May</td>
<td>10</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>Instruction ends.</td>
</tr>
</tbody>
</table>

## Summer Session 2010 II

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May</td>
<td>31</td>
<td>Memorial Day Recess</td>
</tr>
<tr>
<td>June</td>
<td>1</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Instruction ends.</td>
</tr>
<tr>
<td>July</td>
<td>5</td>
<td>Independence Day recess.</td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>Instruction ends.</td>
</tr>
</tbody>
</table>

## Summer Session 2010 III

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>5</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td>August</td>
<td>6</td>
<td>Instruction ends.</td>
</tr>
</tbody>
</table>

## Summer Session 2011 I

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May</td>
<td>16</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td>June</td>
<td>1</td>
<td>Instruction ends.</td>
</tr>
</tbody>
</table>

## Summer Session 2011 II

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June</td>
<td>6</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td>July</td>
<td>4</td>
<td>Independence Day recess.</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>Instruction ends.</td>
</tr>
</tbody>
</table>

## Summer Session 2011 III

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>11</td>
<td>Instruction begins.</td>
</tr>
<tr>
<td>August</td>
<td>13</td>
<td>Instruction ends.</td>
</tr>
</tbody>
</table>

*Dates are subject to change*
UNLV Web Resources

Graduate College:
http://graduatecollege.unlv.edu/

Graduate Study Timeline
http://graduatecollege.unlv.edu/current/guidance/

Research and Graduate Studies
http://research.unlv.edu/

The Graduate & Professional Student Association
http://gpsa.unlv.edu/

Academic Colleges & Divisions:

Business
http://business.unlv.edu/

Education
http://education.unlv.edu/

Engineering
http://engineering.unlv.edu/

Fine Arts
http://finearts.unlv.edu/

Honors
http://honors.unlv.edu/

Hotel
http://hotel.unlv.edu/

Health Sciences (Division of)
http://healthsciences.unlv.edu/

Liberal Arts
http://liberalarts.unlv.edu/

Sciences
http://sciences.unlv.edu/

Urban Affairs
http://universitycollege.unlv.edu/

Additional Resources, Departments, & Services:

Campus Life
http://studentaffairs.unlv.edu/units/campuslife/index.html

Campus Recreation and Wellness Center
http://srwc.unlv.edu

Career Services
http://hire.unlv.edu

Cashiering and Student Accounts
http://cashiering.unlv.edu

Disability Resource Center
http://studentlife.unlv.edu/disability

Financial Aid and Scholarships
http://finaid.unlv.edu/

International Students and Scholars
http://studentlife.unlv.edu/international/

Jean Nidetch Women’s Center
http://womenscenter.unlv.edu

Library Services
http://www.library.unlv.edu/

Office of Student Conduct
http://studentlife.unlv.edu/judicial/

Paying Services
http://parking.unlv.edu

Rebel Card Services
http://www.rebelcard.edu

Registrar’s Office
http://register.unlv.edu/

Research Centers & Institutes
http://research.unlv.edu/cli&m/centers-institutes.html

Student Computing Help Desk
http://oit.unlv.edu/students

Student Counseling & Psychological Services
http://studentlife.unlv.edu/caps/

Student Diversity Programs & Services
http://getinvolved.unlv.edu

Student Health Center
http://studentlife.unlv.edu/shc/

Student Union
http://studentunion.unlv.edu

UNLV Bookstore
http://unlv.bncollege.com

UNLV Campus Dining
http://www.unlvdining.org

Veteran Services
http://finaid.unlv.edu/veterans/

Writing Center
http://writingcenter.unlv.edu
About UNLV

The University of Nevada, Las Vegas, located in the vibrant and dynamic city of Las Vegas and surrounded by the Mojave Desert, embraces the traditional values of higher education adapted for the global community of the twenty-first century. UNLV assists students in meeting the intellectual and ethical challenges of responsible citizenship and a full and productive life through opportunities to acquire the knowledge and common experiences that enhance critical thinking, leadership skills, aesthetic sensitivity, and social integrity.

The university provides traditional and professional academic programs for a diverse student body and encourages innovative and interdisciplinary approaches to teaching, learning, and scholarship. UNLV simultaneously engenders collegial relationships and a sense of community among its members. UNLV embraces the interdependence of quality instruction, scholarly pursuits, and substantive involvements in campus and community life. The university offers artistic, cultural, and technical resources and opportunities to the broadest possible community. It promotes research programs and creative activities by students and faculty that respond to the needs of an urban community in a desert environment. UNLV is committed to developing a synergy between professional and liberal studies, between undergraduate education and graduate programs, and between superior teaching and meaningful research. UNLV increasingly is a dynamic resource for, and partner with, the community that it serves.

In its 50-year history, UNLV has undergone an amazing transformation from a small branch college into a thriving urban research institution of 28,000 students and 3,300 faculty and staff. Along the way, the urban land-grant university has become a dynamic resource for one of the country's fastest-growing and most enterprising cities. UNLV's 332-acre main campus, located on the southern tip of Nevada in a desert valley surrounded by mountains, is home to more than 220 undergraduate, master's, and doctoral degree programs, all accredited by the Northwest Commission on Colleges and Universities.

UNLV Mission Statement

The University of Nevada, Las Vegas, is a research institution committed to rigorous educational programs and the highest standards of a liberal education. We produce accomplished graduates who are well prepared to enter the work force or to continue their education in graduate and professional programs. Our faculty, students, and staff enthusiastically confront the challenges of economic and cultural diversification, urban growth, social justice, and sustainability. Our commitment to our dynamic region and State centrally influences our research and educational programs, which improves our local communities. Our commitment to the national and international communities ensures that our research and educational programs engage both traditional and innovative areas of study and global concerns. UNLV’s distinctive identity and values permeate a unique institution that brings the best of the world to our region and, in turn, produces knowledge to improve the region and world around us.

- UNLV is committed to and driven by these shared values that will guide our decision making:
- High expectations for student learning and success;
- Discovery through research, scholarship, and creative activity;
- Nurturing equity, diversity, and inclusiveness that promotes respect, support, and empowerment;
- Social, environmental, and economic sustainability;
- Strong, reciprocal, and interdependent relationships between UNLV and the region around us;
- An entrepreneurial, innovative, and unconventional spirit.

Program Accreditations

All programs at UNLV are accredited by the Northwest Commission on Colleges and Universities (NWCCU). UNLV's international programs are approved by the Council on International Educational Exchange (CIEE). For more accreditation information, visit the UNLV Program Accreditations webpage.

Accounting
The Association to Advance Collegiate Schools of Business (AACSB)

Architecture
National Architectural Accrediting Board (AAB)

Art
National Association of Schools of Art and Design (NASA)

Athletic Training
Commission on Accreditation of Athletic Training Education (CAATE)

Business Administration
The Association to Advance Collegiate Schools of Business (AACSB)

Computer Science
Accreditation Board for Engineering and Technology (ABET)

Construction Management
American Council for Construction Education (ACCE)
Didactic Program in Dietetics
Commission on Accreditation for Dietetics Education (CADE)

Dental Medicine
Commission on Dental Accreditation (CODA)

Economics
The Association to Advance Collegiate Schools of Business (AACSB)

Education
The National Council for Accreditation of Teacher Education (NCATE)

Engineering
Accreditation Board for Engineering and Technology (ABET)

Gerontology
Association for Gerontology in Higher Education (AGHE)

Health Care Administration
Association of University Programs in Health Administration (AUPHA)

Health Education
American Association for Health Education (AAHE)

Health Physics
Applied Science Accreditation Commission of the Accreditation Board for Engineering and Technology (ASAC ABET)

Interior Architecture and Design
Council for Interior Design Accreditation (CIDA)

Landscape Architecture
Landscape Architects Accreditation Council (LAAB)

Law
American Bar Association (ABA) (member of AALS)
Association of American Law Schools

Marriage and Family Therapy
Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE)

Music
National Association of Schools of Music (NASM)

Nuclear Medicine
Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT)

Nursing
National League for Nursing (NLN)

Phlebotomy Certificate
National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)

Physical Education
National Association for Sport & Physical Education (NASPE)

Physical Therapy
Commission on Accreditation in Physical Therapy Education (CAPTE)

Psychology (Clinical)
American Psychological Association (APA)

Public Administration
National Association of Schools of Public Affairs and Association (NASPAA)

Radiography
Committee on Education in Radiologic Technology (JRCERT)

Recreation – Professional Golf
Management Professional Golf Association (PGA)

Social Work
Council on Social Work Education (CSWE)

Theatre
National Association of Schools of Theatre (NAST)
Division of Research & Graduate Studies

As Vice President for Research and Graduate Dean, I would like to extend a warm welcome to those interested in graduate study at UNLV. I believe you will find our graduate programs among the best in the country, attracting the best and brightest students nationally and internationally.

Offering nearly 120 graduate degree programs, including 36 doctoral and professional degrees, UNLV provides wide-ranging and unique areas of study to more than 6,000 graduate and professional students. The UNLV Graduate College seeks to provide its students with the highest quality academic experience, including excellent opportunities for research, scholarship, and creative activity. We pride ourselves on cultivating a campus culture that promotes involvement of graduate students in these activities.

We also seek to identify new and innovative ways to meet graduate students’ needs. We provide ample opportunities for financial assistance, offering a wide variety of assistantships, fellowships, and scholarships, and we maintain a customer service orientation in our efforts to meet student needs beyond the classroom and laboratory.

The Graduate College looks forward to working with your academic department to facilitate your education. We are dedicated to enhancing your experience at UNLV and will do our very best to guide you as you pursue graduate study.

Ron Smith, Ph.D.
Vice President & Graduate Dean
Division of Research and Graduate Studies

The UNLV Graduate College

The Graduate College strives to achieve the institutional mission by supporting a wide range of excellent master’s and doctoral degree programs in the major areas of human knowledge—the physical sciences, the social sciences, the humanities, and the arts—as well as in professional fields that respond to local, state-wide, and regional needs. It is clear that our institution’s mission of becoming a premier metropolitan research university with academically excellent programs that focus on student needs as well as issues and problems of the local community and state of Nevada rests, in large part, with the direction, growth and quality of UNLV graduate education. This commitment is further supported by the integration of the university’s research and graduate program management into the Office of Research and Graduate Studies. This structure strategically links the on-going development of UNLV’s research infrastructure with graduate education and directly enhances scholarship opportunities for graduate students.

The Graduate College seeks to support and advance graduate education, including the student learning, the research, scholarly, and creative activities, and the community and institutional services associated with it. The Graduate College is ideally suited to fulfill this purpose and, in this capacity, will assist academic departments and colleges as well as coordinate efforts with student service and administrative offices to meet the needs and interests of graduate students, graduate faculty, and graduate programs; encourage programs and programmatic emphases that meet the challenges of our rapidly growing local population, state, and region as well as the challenges facing the nation and world; articulate a standard of intellectual excellence that pervades university discussions and decisions about matters that affect graduate education; provide university-wide policies and guidance which define good practice in graduate program administration; and bring faculty and students together to encourage intellectual communication, multidisciplinary and interdisciplinary graduate instruction; and cooperative research and artistic projects.

The Graduate College, in all of its policies and actions, must reinforce and encourage that the institution is an intellectual community where students, faculty, and programs with different backgrounds and interests all pursue advanced knowledge and seek improvement of the human condition for the twenty-first century. This shared purpose ultimately defines the most important reason for the existence of a Graduate College and the larger community.

Equal Opportunity

It has been and will continue to be the policy of the University of Nevada, Las Vegas, to be an equal opportunity institution. All decisions of admissions and employment are based on objective standards that will further the goals of equal opportunity.

The university is committed to assuring that all programs and activities are readily accessible to all eligible persons without regard to their race, color, religion, gender, national origin, ancestry, age, disability, Vietnam-Era and/or disabled veteran status, any protected class under relevant state and federal laws, and, in accordance with university policy, sexual orientation.

Persons having questions regarding university policies relating to nondiscrimination law are encouraged to contact
the Office of Human Resources and Diversity Initiatives, Campus Services Building, room 237 or call (702) 895-3504.

Your Graduate School Experience
The reasons for enrolling in graduate school are as varied as the people who make up the graduate student population. Your decision to seek an advanced degree means you share with other UNLV graduate students a spirit of adventure that comes with discovery—discovery of new information, new skills—and discovery of the depths of your own intellectual abilities. You will also share a capacity for hard work, because graduate study, whatever the subject matter, is difficult. But at the end of the sometimes tedious, oftentimes exhilarating work in your chosen field, you will have the satisfaction of having mastered a body of knowledge that places you in an elite group. Your achievement of a graduate degree will be a beginning, not an end. It will only be the start of your development and a forecast of your potential for future contributions to your chosen area of interest.

The university’s advanced degree programs are based on close working relationships between students and faculty. Although most programs can be developed to meet the needs and interests of the individual student, the student must also satisfy all departmental and Graduate College requirements. Therefore, it is important that all students carefully read the appropriate sections of this catalog and stay in close contact with the faculty members in their degree program. Students are responsible for being aware of and observing the policies and regulations stated in the Graduate Catalog.

The Graduate Dean with the advice of the Graduate Council determines policies and procedures of the Graduate College. The Council consists of one delegate from each academic department that sponsors an advanced degree program, and it operates with standing committees. The Graduate and Professional Student Association also has representatives on the Graduate Council. The Graduate Dean and Associate Graduate Dean are ex-officio members of the Graduate Council and each standing committee.

Once enrolled as a student, you will have various responsibilities within the academic community. The conduct of all persons affiliated with the University of Nevada, Las Vegas is governed by the Rules and Disciplinary Procedures for Members of the University Community. This code outlines the responsibilities of students, faculty, staff and administration as well as the rules, sanctions and hearing procedures in effect on the campus. Printed copies of the code are available in the Registrar’s Office. The UNLV Student Conduct Code is available through the UNLV Office of Student Conduct.

Services for Graduate Students
The Graduate College offers services to support graduate students in many different areas. In cooperation with various offices at the University of Nevada, Las Vegas, Graduate Student Services seeks to provide information and programs aimed at the unique needs of graduate students.

Orientation. Every semester, prior to the beginning of classes, the Graduate College conducts an orientation for new graduate students and Graduate Assistants. Each department and/or program offering a graduate degree provides additional orientation and advising for new students.

Recruitment. UNLV is committed to growing selectively, serving the region, and achieving distinction. In recognition of this commitment, the Graduate College seeks to develop, implement, coordinate, and monitor a university-wide graduate recruitment program. Primary goals of this program are to assist the individual graduate programs to identify potential graduate students and to encourage these students to apply and enroll. Also, the Graduate College participates in the UNLV McNair Scholars Program that helps to identify and prepare under represented and minority students for graduate school.

Thesis and Dissertation Support. For many programs, the thesis or dissertation represents the culmination of the graduate experience. The Graduate College provides guidance, oversight and direction to graduate students and faculty concerning the policies and procedures for final submission of the thesis or dissertation.

Professional Development Programs. The Graduate College works with other campus units to provide a formal, value-added experience for graduate students that will enhance their career development. For example, a Professional Development Program in College Teaching is currently offered in association with the University Teaching and Learning Center to individuals seeking academic careers.

Student Advising Services. The advising services provide informal and student-centered issue-resolution services, and general advising advice, to graduate students and prospective graduate students. The office offers guidance, information, and assistance when regular channels have failed to provide graduate students with the information that they need to solve problems or make informed decisions. Note: The office does not provide academic advising; students must consult with the graduate coordinator in their own graduate program, or program of interest, for academic guidance.

Graduate and Professional Student Association
The Graduate & Professional Student Association was formed in 1980 to provide additional opportunities for graduate students to interact, both socially and academically, and to provide a forum for dealing with problems specific to graduate student life. GPSA’s primary
Admission Requirements

Requirements for Domestic Applicants
Applicants must meet the following academic requirements:
1. Hold a baccalaureate or advanced graduate degree from a regionally accredited four-year college;
2. Have a minimum overall grade point average of 2.75 (4.00=A) for the bachelor’s degree, or a minimum 3.00 GPA (4.00=A) for the last two years of study;
3. A student who has an advanced degree from an accredited college or university with a minimum overall GPA of 3.00 may, at the option of the Graduate Dean and department, be admitted to an advanced degree program with an undergraduate grade point average of at least 2.00 but less than 3.00.

Requirements and Procedures for International Applicants
International applicants are considered for the Graduate Standing classification only. Besides the admission requirements listed previously, international applicants from countries where English is not the native language, or who did not receive a degree from an institution where English is the language of instruction, must show competency in English. The Graduate College requires a minimum score of 550 (written), or 213 (computerized), or 80 (internet-based) on the Test of English as a Foreign Language (TOEFL), 85 on the Michigan Test, or a 7 band or higher on the International English Language Testing System (IELTS).

Admission & Registration Information

Admission to the Graduate College at the University of Nevada, Las Vegas is competitive; the minimum standard is evidence of the ability to matriculate in and complete an advanced graduate degree successfully. The rules and criteria established by the Board of Regents, University, Graduate College, and individual graduate programs determine admissibility.

The Graduate College processes applications and supporting materials when received for the semester indicated by the applicant. All application materials must be received by June 15 for fall and November 15 for spring admission (May 1 and October 1, respectively, for international applicants). Application deadlines vary by department, and many graduate programs have different admissions deadlines that applicants must meet to be considered for admission. Students should contact the department where they are seeking admission to get this information.

In consultation with the Graduate College, departments have the right to establish additional admission standards and criteria. It is the responsibility of the applicant to contact the appropriate department for information on additional departmental admission requirements. Please note that applicants must submit admissions materials to both the Graduate College and their graduate program of interest simultaneously in order to apply for admission. The process below describes the Graduate College requirements; please also follow the requirements, guidelines and deadlines of your degree program of interest.
interest. Individual academic departments may require satisfactory composite scores on standardized tests, letters of recommendation, a personal statement, portfolio, or any combination of these or other items. Because departmental requirements vary, please refer to your department of interest for specific application requirements and deadlines. To apply to the Graduate College, submit the following admission materials for consideration:

- A completed application: The application is available for you to fill-out online by selecting the “Applying to Graduate School” link on the Graduate College homepage at http://graduatecollege.unlv.edu.
- A nonrefundable admission application fee, payable to the Nevada System of Higher Education by check, money order, or online by credit card.
*Note: Applications and materials will not be processed until the application fee is received. Applicants to multiple UNLV graduate programs must pay the admission application evaluation fee for each application filed. Denied applicants, who later seek admission to the same or other UNLV degree program, are required to pay an additional application fee to cover processing.

- One official transcript from every postsecondary institution the applicant has attended, showing all degrees and coursework, the dates awarded, and extension and correspondence work.

*Note: Only transcripts sent directly from the institution are considered official. Failure to disclose all course work and/or degrees awarded will result in rescission of admission.

Send Graduate College admission materials to:

University of Nevada, Las Vegas
Graduate College
FDH 352 Box 451017
4505 S. Maryland Parkway,
Las Vegas, NV 89154-1017

Mailing addresses for specific graduate programs are available on department websites via the Graduate College website. Applicants must submit admission materials to your department of interest by their deadline. Because departmental requirements vary, please be sure to refer to your department of interest for specific application requirements. Many graduate programs require some or all of the following documentation:

- One official transcript from all postsecondary institutions attended, showing all degrees and the dates awarded and extension and correspondence work. Only transcripts sent directly from the institution are considered official. Some departments only require unofficial transcripts; please check with your department of interest to confirm.
- Letters of recommendation sent by former instructors, employers, or other professionals who can evaluate the applicant’s potential to complete graduate study.
- Resume, portfolio, etc. Some departments may request additional materials (i.e., resume, portfolio, and statement of purpose, writing samples, and the like).
- Standardized test scores. In addition, some departments may require satisfactory composite scores on the Graduate Record Examination (GRE), Graduate Management Admission Test (GMAT), Miller Analogies Test (MAT), or other standardized tests. Information concerning standardized examinations required for admission to the degree program is available from the Student Development Center. Some examinations are given only four or five times a year and require that registration be completed a minimum of six weeks prior to the test date. With the exception of the Miller Analogies Test (MAT), students may take the required tests at other colleges or universities if taking them at UNLV is inconvenient for the applicant.

The Admission Process

1. A Student Admission File is created upon receipt of an admission application and fee. Applications are not processed until the Graduate College receives all required credentials. To avoid processing delays, students must submit the online admission application and fee prior to sending additional materials (i.e., transcripts, test scores, letters of recommendation, etc.). Applicants are responsible for making sure the Graduate College and department receive the appropriate credentials by the required deadlines. All application materials, including transcripts, become the property of the university and may not be released to the applicant or any individual.

2. The Graduate College evaluates the application materials and forwards them to the department for review. Upon review of the materials, the department will make a recommendation to the Dean of the Graduate College for approval. Early submission of all application materials to the Graduate College and department simultaneously, facilitates a more expeditious review process.

3. Applicants will be notified of their admission status on their Apply Yourself page (online). Those accepted to pursue a UNLV graduate degree will receive a Letter of Admission from the Graduate College. The Letter of Admission is an important document that the student should retain.

4. The admission process is completed upon enrollment in graduate-level courses for the specified term and degree program indicated on the Letter of Admission. Failure to enroll or withdraw from all course work, during the
Upon admission, the student must withdraw all necessary admission credentials to the Graduate College, including the application for admission, the required application fee, and all necessary admission credentials to the Graduate College and the new department or program. Students must submit a new application for admission for a future semester, the student must reapply and submit another application processing fee.

**Transfer Work**
Courses used to fulfill requirements for one degree may not be used toward another degree. For UNLV Non-Degree Seeking graduate students, a maximum of 15 graduate credits taken at UNLV may be applied toward a graduate program. Graduate work with a grade of B or higher (3.00, A=4.00) may be transferable into a degree program subject to departmental and Graduate Dean approval. Grades of B- or lower, and courses graded on a satisfactory pass/fail basis, are not transferable into graduate degree programs. With the department and Graduate College approvals, no more than one-third of the minimum number of credits required for the degree (not including credits for thesis, dissertation, and professional/scholarly papers) may be transferred from an accredited graduate degree granting institution.

**Second Admission or Readmission to the Graduate College**
Students may apply for a second master’s degree (in a different department) or a doctoral degree after completing a master’s degree. In these cases, students must submit a new application for admission, the fee, and supporting credentials required by the Graduate College and the new department or program.

The Graduate College issues only two Letters of Admission without earning a degree. If a degree results from the admission, there is no limit to the number of allowable future admissions.

**Change of Department**
Students are admitted to pursue an advanced degree in a specific department or program. To change to another department or program, students must submit a new application for admission, the required application fee, and all necessary admission credentials to the Graduate College. Upon admission, the student must withdraw in writing from the original department. Graduate students may not be enrolled in two degree programs simultaneously.

**Revocation of Admission**
It is assumed that the information provided on the application for admission is complete and accurate. Subsequent evidence to the contrary may result in the admission being revoked and the loss of any credit or degree stemming from the admission. To reapply for admission after a revocation, a new application and fee are required. Students should contact the Graduate College to determine what additional materials are needed. Materials from the previous application, such as official transcripts, may be used.

**Admission Status and Classification of Students**

**Graduate Standing**
Students accepted to pursue a program leading to an advanced degree are classified as having Graduate Standing. The Graduate Standing classification allows students to plan and matriculate in a degree program, to request formation of an advisory committee, and to be assigned or select a faculty advisor, depending on the degree program.

**Graduate Provisional**
Students whose previous academic records are not strong enough to merit Graduate Standing may be granted probationary admission and classified as Graduate Provisional. This classification does not apply to students with deficiencies or insufficient undergraduate credits in the chosen field of study. The Graduate College and the student’s department determine placement in this classification.

A provisional student must complete nine credit hours of graduate-level course work selected by the department and listed on the Letter of Admission. The student must complete this course work within one calendar year of admission, with grades of B or higher. (B- grades are unacceptable) before taking additional course work. Failure to complete the required course work in the specified period or a grade less than B (3.00) will automatically cancel the student’s admission.

When the Graduate College receives the grades covering the required course work, the student will be given Graduate Standing status. A student may only be admitted as a Graduate Provisional student once.

**Conditional Admission**
A Conditional Admission status may be granted when the applicant must submit additional material before finalizing admission, i.e., a final transcript of course work in progress while applying for admission. Graduate Standing or Graduate Provisional students may also be classified as Conditional Admission. The Letter of Admission will specify which material must be submitted and the date the Graduate College must receive it. Failure to meet the
condition(s) will automatically cancel the student’s admission.

**Non-Degree Student**
The Non-Degree Student status is assigned to individuals with baccalaureate degrees who wish to take graduate courses but not pursue an advanced degree. Registration for classes as a Non-Degree Student is processed through the Graduate College. Generally, Non-Degree Students may enroll in up to 12 credit hours per semester.

Department faculty are responsible for determining the adequacy of preparation of Non-Degree Students before allowing them to take upper-division or graduate courses which are open to Non-Degree Graduate Students. The student should check with the department about graduate courses accessible to Non-Degree Students. It is the student’s responsibility to provide proof of adequate preparation.

A Non-Degree Graduate Student wishing to seek a degree must apply for admission to the Graduate College and pay an application processing fee. Non-Degree Graduate Students may transfer up to fifteen UNLV credits with grades of B or higher into a degree program. Courses taken as a Non-Degree Graduate Student count toward the degree program at the discretion of the graduate coordinator, and/or department chair, and Graduate Dean.

**Undergraduates Taking Graduate-Level Courses**
Undergraduates with a minimum 90 semester hours of credit and 3.00 or higher grade point average may enroll in graduate courses. Students in the Honors Program must have a minimum of 45 semester hours of credit and a 3.00 or higher grade point average. The Approval for an Undergraduate to Enroll in 700-level Course Work Form must be completed and necessary signatures obtained and approved by the Graduate College prior to registration. Students may enroll in up to six hours of graduate-level courses during one semester.

**Reserving Courses for Graduate Credit.** Upon approval, UNLV undergraduates may take 600/700-level course work and reserve the credits earned for possible use in an advanced degree program. Course work reserved for graduate credit may not be used to satisfy baccalaureate degree requirements.

**Graduate Courses for Undergraduate Credit.** Upon approval, UNLV undergraduates may take 600/700-level course work for use in an undergraduate degree program. Courses used in an undergraduate program may not be applied toward an advanced degree at a later date.

**Immunization Requirement**
Nevada state law requires all new University of Nevada, Las Vegas graduate students to submit proof of immunization before they may register for classes. New students are required to provide proof of immunity to remove a registration hold. The Graduate College sends immunization forms along with the admission notification. For further information, contact the Student Health Center at (702) 895-3370.

**Nevada Residency**
The Dean of the Graduate College determines the Nevada residency of graduate students according Board of Regents regulations and the laws of the State of Nevada. Persons, such as Nevada certified school teachers and Armed Forces personnel stationed in Nevada, are normally accorded residency status. A full statement of the regulations is available online.

**Registration Policies**
The university outlines specific registration procedures in the Schedule of Classes, which is made available prior to each semester by the Registrar's Office. Students must register for classes using the procedures outlined in the class schedule including enrolling by the dates and times specified for each semester or special session. Students paying fees after the date and time specified in the schedule may be charged a late fee. An administrative drop may result for nonpayment of fees. The registration or enrollment of a student ineligible to attend the university is subject to immediate cancellation. A full-time graduate student is one who is enrolled in nine or more semester credits or equivalent or six credits for graduate assistants.

**Adding or Dropping Classes**
Students may add or drop a course up to the close of the late registration period. After this date, and with approval, students may make changes only when the circumstance is sufficiently extraordinary to warrant an exception.

**Dropping/Withdrawing From Classes**
The terms drop and withdraw are used interchangeably. The academic policies and calendar dates for dropping and withdrawing are the same. Drop generally refers to dropping one or more courses during a given semester. Withdrawal generally refers to the act of dropping all courses during a given semester.

A student may drop or withdraw from full semester courses during the free drop period (first ten weeks of the fall or spring semester) without a grade. The instructor must provide a preliminary evaluation of the student’s grade before the end of the free drop period. No drops or withdrawals will be permitted after the end of the free drop period as published in the current class schedule (see Grades and Examinations). Refer to the appropriate class schedule for drop dates for special modular courses, short courses, extended education and summer term courses. Students who stop attending class and fail to file an official drop request form with the Registrar will receive a grade of F.
Students who wish to withdraw from all classes must obtain a Withdrawal form from the Registrar’s Office, obtain all required signatures, and return the form to the Registrar’s Office. The withdrawal is official only after the Registrar’s Office accepts it.

A student who has officially dropped a class and who is no longer registered for credit or audit is ineligible for further attendance in that class.

Cancellation of Registration
The university reserves the right to cancel any registration in specific courses for which the student is ineligible. The registration of any student who is ineligible to attend the university is subject to immediate cancellation. The university also reserves the right to cancel the registration of an individual whose attendance, in the opinion of the appropriate administrative officials, would not be mutually beneficial to that person and to the institution.

Cancellation of Courses and Programs
The university reserves the right to cancel any registration in which the enrollment is insufficient to warrant offering the course and/or to eliminate, cancel, phase out or reduce in size courses and/or programs for financial, curricular or programmatic reasons.

Repeat Policy
Any course may be repeated, regardless of the grade received. Credit will be allowed only once for successful completion of the course, except for courses designated in the catalog as allowable repeats. A student may repeat any UNLV course once at UNLV and not have the original grade included in the computation of the grade point average. The repeat grade must be on the same grading option as the original grade. The original grade will remain on the student’s academic record with suitable notation. For courses repeated prior to February 1971, both the original grade and the repeat grade are included in the grade point average. Students are responsible for providing the Registrar’s Office with written notification when a repeat course is completed. Computer-printed grade reports may not initially compensate for repeated courses. Grade point averages, credits attempted, and credits earned will be manually adjusted.

When a course is repeated more than once, only the original grade is omitted in computing the grade point average. The fact that UNLV has granted a degree to a student shall not preclude the student’s right to repeat a course for the purpose of improving a grade. However, class standing will not be affected by the results. A student receiving a final grade of ‘F’ in a course can obtain credit by pre-registering for the course, repeating the class work, and receiving a passing grade.

A failed course cannot be challenged by examination. A failed course does not have to be repeated unless the course is a specific college or department requirement. A student may be allowed to repeat any course once and not have the original grade computed in the graduation GPA. If a course is repeated more than once, only the original grade is omitted in computing the graduation GPA.

Unit of Credit
The unit of credit, or semester hour, is generally defined as one 50-minute lecture a week for a semester. Two or three laboratory hours per week, depending on the amount of outside preparation required, usually carries the same credit as one lecture hour.

Course Numbers
Graduate-level courses are numbered 500-799. Undergraduate-level courses are numbered 100-499.

Symbols
Numbers separated by a hyphen indicate courses which must be taken in sequence. The first semester is prerequisite for the second, for example, 701-702. Numbers separated by a comma indicate courses which may be taken one without the other, for example (701, 702). Various areas of the same course may be taken for credit. They are indicated by letters, for example A., B., etc.

Grading System
The following symbols are used in reporting and recording student grades:

- A Superior
- B Above Average
- C Average
- D Below Average
- F Failing
- AD Audit
- I Incomplete
- S Satisfactory
- X Hold Grade

Note: Faculty members have the option of using plus (+) and minus (-) for grades of A, B, C, and D. Exception: A+ grades are not given.

I or Incomplete Grade
The following regulations apply to the ‘I’ or Incomplete grade:

1. The ‘I’ grade is used for content/lecture type courses designed to be completed within one semester and where the student has failed to complete all of the requirements. The instructor is responsible for determining if the reason for non-completion is satisfactory.

2. An ‘I’ is given only when a minor part of the course work remains incomplete and the major portion has been completed at a level which is clearly passing.

3. Graduate students receiving an ‘I’ grade in 500, 600- or 700level courses have one calendar year to complete all course requirements and remove the ‘I’ grade; however, the instructor may require that it be made up in less time. If course requirements are not completed within
one year, the Registrar’s Office will automatically record a grade of ‘F’. Students must make up an Incomplete in a 400-level or lower course in one semester.

S or F (Satisfactory or Failing) Grades
The Satisfactory (S) or Failing (F) mark is used upon completion of the thesis, dissertation, professional paper or for noncredit or satisfactory/fail courses. Grade-point values are not assigned for S. Many graduate and professional schools may not accept satisfactory/fail credits, or accept them only if accompanied by written evaluations of the work accomplished in such courses that bear upon the field of specialization. Additional evidence such as GRE or other advanced test results may also be required. UNLV does not accept graduate courses graded satisfactory/fail for use in a degree program except thesis, dissertation, or professional paper credits.

X (Hold) Grade
The X grade is restricted to 500-, 600- or 700-level research or clinical practicum courses where the course requirements may extend beyond one semester.

Grade Changes
A reported grade may be changed because of a clerical error made by the instructor or Registrar. Grade changes require the approval of the Graduate College Dean. Under present university regulations, the Registrar cannot change a grade once six months have passed following issuance of the official student grade report.

Transcripts of Credit
Official transcripts bear the University Seal, the Registrar’s signature, and reflect all academic work attempted at UNLV. Upon written request, the Office of the Registrar will issue official UNLV transcripts. Requests should be made at least one week before the date the transcripts are needed. The Registrar will not issue transcripts for any student having a delinquent indebtedness to the university. In addition, transcripts of work from other institutions will not be issued. Work in progress does not appear on the transcript until the semester or registration period officially ends. Transcripts are not prepared during final examination, grade recording, and registration periods.

Academic Policies
The policies and regulations of the graduate program or department, the Graduate College, the University of Nevada, Las Vegas, and the Board of Regents are subject to review and change. The Graduate College Policy Manual and the UNLV Student Conduct Code are available by request in the Graduate College and on our website. It is the responsibility of students to know and observe all regulations and procedures relating to their graduate program, the Graduate College, and UNLV. In no case will any regulations be waived or an exception granted based on a plea of ignorance of, or contention that the graduate program, Graduate College, or university did not inform a student of the regulations or procedures. Questions regarding graduate-level study regulations and their interpretation should be addressed to the Graduate College.

Academic Integrity
All members of the UNLV community are dedicated to learning. The university and the graduate college expect nothing less than a high level of scholarly integrity and academic honesty on the part of students, faculty, staff, and administrators.

Quality academic work requires honesty. The UNLV faculty and administration regard any attempt by a student to present as his or her own work that which he or she has not solely produced as a serious offense. Students are considered to have cheated, for example, if they copy the work of another; use unauthorized Note: or other aids during an examination; turn in a paper or an assignment written, in whole or in part, by someone else as their own. Students are guilty of plagiarism, intentional or not, if they copy material from books, magazines, or other sources without identifying and acknowledging the sources, or if they paraphrase ideas from such sources without acknowledging them. Students guilty of, or assisting others in, either cheating or plagiarism on an assignment, quiz, examination, or other scholarly endeavor may receive a grade of ‘F’ for the course involved, and may be suspended or removed from the program. Additionally, UNLV has established policies regarding research misconduct among students, faculty and staff. Research misconduct pertains to commission of any of the following acts: falsification of data, improper assignment of authorship, claiming another person’s work as one’s own, unprofessional manipulation of experiments or of research procedures, or misappropriation of research funds. (Adapted from the 1994¬-95 Graduate Catalog Northern Illinois University).

If a student is deemed by a faculty member to be guilty of academic dishonesty, where applicable, the student may be assigned a failing grade for the corresponding segment of the course or for the entire course. The faculty member or administrator also may initiate disciplinary review under procedures described in the Nevada System of Higher Education document Rules and Disciplinary Procedures for Members of the University Community.

Disciplinary sanction options described therein include warning, probation, suspension, and expulsion or revocation of a degree if a degree has been previously awarded. In all cases the faculty member is responsible for recording the circumstances, notifying the student in writing, and for
giving the student an opportunity to reply. Appeals go to the chair of the student’s academic department, academic dean and Graduate Dean.

If a graduate student fails to maintain the standards of academic or professional integrity expected as defined in writing by their discipline or program, the student’s admission status in his or her program will be terminated. If any member of the university community is deemed guilty of academic dishonesty, action may be brought under the Rules and Disciplinary Procedures for Members of the University Community. In addition, students who violate these standards will be subject to conduct sanctions, in accordance with the UNLV Student Conduct Code and Policies, in order to promote their own personal development, to protect the university community, and to maintain order and stability on campus.

Credit Requirements

Residence Credit Requirement
Resident credit means any graduate course that is satisfactorily completed at UNLV, except credits earned by special examination or correspondence courses. Correspondence study, credit by special examination, or enrollment in another institution within the Nevada System of Higher Education does not constitute an interruption of resident credit.

A minimum of 50 percent of the total credits required to complete the master’s, specialist, or doctoral degree not including transferred credits, the thesis, dissertation, or professional paper must be earned at UNLV after admission to a graduate degree program.

Graduate Credit
All courses numbered 500-799 are considered graduate level. To determine which graduate-level courses will apply to a specific degree, the student must have them approved on a degree program. Prior to having a degree program approved, there is no guarantee that a course will apply toward the degree. To be considered a graduate-level course, the instructor must be a member of the Graduate Faculty. The Graduate College requires a minimum of 50 percent of the degree program semester hours are 700-level courses excluding thesis, dissertation, or professional/scholarly paper. Individual departments may require more than the Graduate College minimum.

Graduate-level courses may not be challenged. Graduate courses which are graded on a satisfactory/fail basis, may not be used in a graduate degree program except for thesis, dissertation, or professional/scholarly paper credits.

Credit toward Degree
Courses used to fulfill requirements for one degree may not be used toward another degree. No more than three credits of a student’s degree program may consist of UNLV workshop, institute, and conference credits, and the student must have received a grade for these credits.

A course in which a grade of less than C was received will not be considered for use toward the degree. Departments may impose a higher grade standard. Experimental, experiential (life and work experiences), correspondence, and audited courses may not be applied toward the degree. In addition, courses numbered in the 100-499 series cannot be used for graduate credit.

Credit may be used toward the graduate degree for courses taken while an undergraduate at UNLV only if the course was reserved for graduate credit. See the Admissions section for this information.

Transfer Credit Limitations: Prior to Admission and Enrollment
Not more than one-third of a student’s degree program (not including the thesis, dissertation, or professional/scholarly paper) may be transferred from another university at the time admission is granted. Courses used to fulfill requirements for one degree may not be used to reduce credit hour requirements in another degree program. For UNLV Non-Degree graduate students, a maximum of 15 graduate credits taken at UNLV may be applied toward a graduate degree program.

Transfer Credit Limitations: After Admission and Enrollment
Once admitted to an advanced degree program, students must obtain prior written consent of the department and the Graduate Dean to take course work elsewhere and use it in their degree program. Such work must be graduate level, graded, and must not be experimental, correspondence, or extended in nature.

The department chair, the graduate coordinator, the academic dean responsible for approving the student’s degree program, and the Graduate Dean must approve all credits taken prior to admission or transfer credit. To be considered for use:

1. The work must have been taken at an accredited institution;
2. The work must have been completed with a grade of B or higher (B- is not acceptable);
3. Official transcripts covering the work must be sent directly from the issuing institution to the Graduate College; and
4. The work must be posted to the student’s permanent academic record.

Transfer credit is approved only when evidence exists that the work is certifiably graduate level and has not been used in another degree program. The age of the transfer work under consideration, or the year taken, may also be a factor. The student is responsible for providing this evidence. Courses used to fulfill requirements for a previous degree may not be used toward another degree.

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After admission, credits (workshops and correspondence courses will not be considered) taken at another institution may be applied toward the degree if prior permission is obtained. Contact the Graduate College for the request form, additional information and the conditions of transfer credits.

**Limitation on Credit Load**
The university considers a graduate student taking nine credits per semester as full-time (six credit hours if the student is a graduate assistant). Please note that the number of credits enrolled impacts financial aid. Contact the office of Financial Aid and Scholarships for further information.

Graduate students normally may not take more than 12 credit hours (10 if a graduate assistant) during the fall and spring terms. They may take no more than six credit hours in a single five-week Summer Term and earn no more than a total of 12 credits during the Summer Term (pre, post, and regular five-week sessions combined). Overload petitions are available in the Graduate College office. Petitions must be approved by the Graduate Dean prior to registration.

**Grade Point Average**
A candidate for an advanced degree must have an overall grade point average of 3.00 for all graduate program approved courses. The GPA, computed by the Graduate College, includes all completed graduate course work accepted at admission and all subsequently approved course work.

**Continuous Enrollment**
After admission to a graduate program, students must register for a minimum of six semester hours each calendar year. Students working on a thesis or dissertation must register for three semester hours of credit each semester (excluding summer), until the document has been completed and has been given final approval. Students who have not registered for academic work during one calendar year will be separated from their program and must reapply for admission should they wish to continue. Exceptions to the above policy, as with a request for a leave of absence, are made only with the approval of the student’s advisor, department chairperson or graduate coordinator, academic dean and the Graduate Dean. Any student using the services of the academic staff or university facilities must be registered for the period during which the services are rendered or the facilities are used. Students must be registered during the semester they intend to graduate and/or take final, comprehensive, preliminary, examinations, defend a thesis or dissertation.

**Six-Year and Eight-Year Policy**
The Six-Year and Eight-Year Policy applies to all course work, including all approved transfer degree course work. In special circumstances, the student’s faculty advisory committee may recommend that the Graduate Dean extend these degree time limits. Each department may establish shorter periods than those previously discussed contingent upon the approval of the Graduate Dean and inclusion in the Academic Policies section of this catalog.

Students violating the six-year and eight-year policy and/or the continuous enrollment policy are no longer automatically eligible to complete their program under the requirements in place at the time of admission. This decision is left to the discretion of the department. Students are considered making satisfactory progress toward the degree as long as they are completing six degree program credits per calendar year. Students not meeting this requirement will be separated from the Graduate College.

**Master’s Degree Students**: All master’s degree requirements must be completed within six years. Course work completed more than six calendar years before the term in which all degree requirements are met may not be used in the degree program.

**Doctoral Degree Students**: A student beginning a doctoral degree program and holding a master’s degree in an appropriate field of study must complete all doctoral degree program requirements within six years. A student beginning a doctoral degree program without a master’s degree must complete all requirements for the degree within eight years.

**Leave of Absence**
When necessary a student may request approval for a leave of absence from a degree program. During the leave of absence, the student should remain in contact with the department. However, all degree requirements must be completed within the six- and/or eight-year policy as stated previously.

**Probation and Separation**
Departments are to review the academic performance of graduate students at the end of each semester and/or academic year. If a department determines that a student is not making satisfactory progress toward the degree, it may request the Graduate Dean separate the student from the college or place the student on probation. The department must provide the student with the specific requirements, including deadlines, which must be completed to be removed from probation. If the Graduate Dean approves the request, the student will be placed on probation. Failure to meet the conditions of the probation will result in separation from the Graduate College.

Failure to make satisfactory progress may include: failure to complete six credits per calendar year toward the degree program; unsatisfactory grades (including Incompletes, grades below a B, or Withdrawals); failure to consult with the advisor when requested; failure to establish a graduate committee; failure to develop an official, approved degree program; failure to establish the groundwork for an acceptable thesis or dissertation; and failure of comprehensive and qualifying examinations.
Students must prove that they are making satisfactory progress. Departments may establish their own benchmarks for progress, consistent with degree program requirements and standards in the field. Satisfactory academic progress also involves maintaining the standards of academic and professional integrity expected in a particular discipline or program. Failure to maintain these standards may result in termination of the student’s admission to a graduate degree program.

A UNLV graduate student who has been dismissed for academic reasons is not eligible for admission or re-entry. The student must petition the Graduate College for academic reinstatement.

**Administrative Drops and Classroom Conduct**

Failure to attend a course or to submit required work will result in a grade of F. The student who neglects a course is solely responsible for dropping the course or withdrawing from the university. However, an administrative drop may be initiated at the discretion of the instructor, who will record the circumstances. The approval of the academic dean offering the course is required. Deadlines for an administrative drop are the same as for a drop initiated by the student and are based on the date received at the Registrar’s Office. The student will be notified by the final grade report.

Students have a responsibility to conduct themselves in class and in the libraries in ways that do not interfere with the right of other students to learn or of instructors to teach. Use of electronic devices such as pagers, cellular phones, or recording devices, or other potentially disruptive activities, is permitted only with prior explicit consent of the instructor. The instructor may rescind permission anytime during the course.

If a student does not comply with requirements or obstructs the functioning of the class, the instructor may initiate an administrative drop. The instructor must record the circumstances. The approval of the dean of the college offering the course is required. Before a decision, the dean will consult with the student and other parties as appropriate.

Serious cases of misconduct, as defined by the Rules and Disciplinary Procedures for Members of the University Community, will be referred to the appropriate administrative officer for action.

**Change of Address**

Any change of address should be reported immediately to the Registrar’s Office and the Graduate College. Any correspondence from the university mailed to the last address provided by the student to the Registrar and Graduate College will discharge all university responsibility for notification.

**Appeals and Procedures**

Appeals are to request reconsideration of a course grade, alleged unfair practice, and relief or waiver from a UNLV and/or Graduate College policy or requirement. Appeals must be filed with the Graduate College Office (FDH 3 09) in a timely manner. The Graduate College must receive grade appeals within 60 calendar days from the last day of the term/semester in question. The Registrar’s Office must receive notification to change a grade due to clerical error within 60 calendar days from the last day of the term/semester. Each appeal is reviewed individually and a decision will be based on the merits and documentation provided.

It is the student’s responsibility to provide a clear and concisely written statement of the appeal and to provide all relevant documentation to be reviewed. Written appeals must include:

1. UNLV Graduate College Appeal Form as a cover sheet
2. Written Statement of Appeal addressed to the appropriate UNLV administrator
3. Relevant documentation and support. For example, documents may include medical records, work verification, police reports, death certificates, airline receipts, letters from professors on university letterhead, transcripts, etc. If the issue is not resolved between the student and course instructor, a written appeal should first be directed to the Graduate Coordinator of the department in question. If the problem remains unresolved to the student’s satisfaction, appeals must be directed in progressive order to the Department Graduate Coordinator, Department Chair, College Dean, then subsequently to the Graduate Dean. The Graduate Dean may act to resolve the problem or request the Graduate College Committee on Faculty and Student Issues to review the problem and make its recommendation to the Graduate Dean. The Graduate Dean will inform the student of the final decision.

Advisors and departments may have varying methods of processing appeals. Your department should be contacted for specific policies and procedures. The Graduate College Graduate Faculty and Student Issues Committee is the designated College Committee to hear certain graduate student and faculty appeals and is composed of graduate faculty and a graduate student representative.

**Waiver of Regulations**

The Graduate Dean will consider a student’s written request for waiver of a regulation upon a written recommendation from the student’s department and committee chair. The regulation in question must be specified and the reason for the exception clearly stated. The Graduate Dean will notify both the student and the department of the decision.
Policies and Procedures on the Protection of Research Subjects

**Human Subjects:** Graduate students conducting research must adhere to UNLV policies and procedures regarding the use of human subjects. All research projects in which human subjects are involved must be reviewed and approved under the authority of the UNLV Institutional Review Board (IRB), which consists of two committees: Biomedical Sciences Committee and Social and Behavioral Sciences Committee. The IRB is responsible for the development and monitoring of university policy and procedures involving the use of human subjects in research. The provision for the protection of human subjects in research applies to all studies in all locations, whether funded or unfunded, and whether conducted by faculty, students, or staff. It also applies to persons unaffiliated with UNLV, who wish to investigate subjects under the protection of the university. Students should contact the Office of Sponsored Programs to obtain appropriate forms and further information.

**Animal Subjects:** It is university policy that: 1) the proper care and management of laboratory animals is essential to the welfare of the animals, to the validity of research data, and to the health and safety of those caring for or using animals; and 2) the university will comply with federal and state regulations regarding animal welfare. All animal protocols involving vertebrate animals (including farm animals and wild animals) conducted at, funded through or sponsored by UNLV must be submitted for prior Institutional Animal Care and Use Committee (IACUC) review and periodic review after approval in accordance with university policies and procedures that are required by federal law.

The provision for the protection of animal subjects in research applies to all studies in all locations, whether funded or unfunded, and whether conducted by faculty, students, or staff. It also applies to all studies in all locations, whether funded or unfunded, and whether conducted by faculty, students, or staff. It also applies to persons unaffiliated with UNLV, who wish to investigate subjects under the protection of the university. Students should contact the Office of Sponsored Programs to obtain appropriate forms and further information.

**UNLV Student Computer Use Policy**

Public computer laboratories and mainframe computers are provided as a service to students. Use is a privilege, not a right. Users should be good citizens; they must refrain from doing anything that annoys others or disrupts the educational experiences of their peers. Failure to comply with the regulations below may result in suspension under the NSHE Code, or civil or criminal action under the Nevada Revised Statutes, or federal law. It is a violation of UNLV policy to:

1. Use any copyrighted software provided by UNLV. It is a criminal offense to copy any software protected by copyright, and UNLV will treat it as such.
2. Use licensed software in a manner inconsistent with the licensing arrangement. Information on licenses is available at the tutor stations or through NSHE Computing Services.
3. Copy, rename, alter, examine, or delete the files or programs of another person or UNLV without permission.
4. Use a computer to annoy others, including, but not limited to, sending offensive messages or knowingly causing a system to crash.
5. Create, disseminate or run a self-replicating program (virus), whether destructive in nature or not.
6. Use a computer for non-university work, such as for a private business or non-UNLV sanctioned club.
7. Tamper with switch settings or do anything that could damage terminals, computers, printers, or other equipment.
8. Collect, read, or destroy output other than your own work without the permission of the owner.
9. Use the computer account of another with or without permission unless it is designated group work.
10. Use software in the lab not owned by UNLV unless the student is the legally licensed owner.
11. Continue to use a computer account after withdrawing from the class for which it was obtained.
12. Access or attempt to access a host computer, either at UNLV or through a network, without the owner’s permission, and/or through use of log-in information belonging to another person.

**Student Use of Hazardous Materials**

Certain courses may require students to work with potentially hazardous materials in the lab, darkroom, or workshop. Instructors will provide instructions regarding the safe handling of all materials. Questions should be directed to the specific academic department or instructor.

**Degree Progression Policies & Procedures**

Degree requirements are usually completed under the policies and regulations listed in the Graduate Catalog in effect at the time of admission. However, and with departmental and Graduate College approval, the Graduate Catalog in effect during the semester in which degree requirements are completed may be used. All students seeking an advanced degree must adhere to the regulations discussed in this section. With Graduate College approval, departments may have additional specific degree
requirements that students must meet to receive an advanced degree.

Forms
All students are responsible for submitting the proper forms to the Graduate College as he or she progresses through their degree program. Failure to do so may cause a delay in the student’s graduation.

The Advisor
Students are assigned an advisor by their graduate program at the time of admission into the Graduate College. The advisor is typically selected by the department from among its Graduate Faculty; after which, if required by degree program, it is the responsibility of the student to personally select an advisor to serve as chair of his or her advisory committee. At any time after admission, a student may request a change of advisor and, upon departmental recommendation and Graduate College approval, the advisor will be changed.

The Advisory Committee
The advisory committee is responsible for guiding the student through the graduate program, assisting with the thesis or dissertation (if required), and administering the final examination. Not all graduate degree programs require the appointment of an advisory committee. Students should consult with their advisor to determine whether or not an advisory committee is necessary. All members of the committee should have expertise in the student’s area of concentration. Generally, four Graduate Faculty members comprise an advisory committee: three from the student’s department and one graduate faculty member from another department to serve as the Graduate College representative. One of the three graduate faculty members from the department serves as the student’s advisor and committee chair. The Graduate College must approve the Graduate College representative suggested by the student and advisor to serve on the committee. Occasionally, it is permissible for an additional graduate faculty member(s) to be placed on the committee. This exception requires the approval of the Graduate Dean. Master’s and doctoral students must submit the Appointment of Advisory Committee form to the Graduate College before establishing the degree program.

The Degree Program
Students, with their advisor and advisory committee, must prepare a proposed graduate degree program. This degree program, which outlines the courses the student will complete for the degree, should be thoughtfully prepared. The degree program of study must comply with the regulations of the graduate program or department, Graduate College, and university. The degree program requires the approvals of the student, advisor, the graduate coordinator, the appropriate academic dean, and the Graduate Dean.

For master’s students, the proposed graduate degree program must be submitted to the Graduate College prior to students completing 16 credit hours of work toward the degree. If students request that 12 or more credit hours taken prior to admission be considered for use toward the degree, the program must be submitted to the Graduate College by the sixth week of the first semester of enrollment. Doctoral students must submit the proposed graduate degree program by the end of the third semester of enrollment. By recommendation of a student’s department, limited changes in the degree program may be made with Graduate College approval.

Final Research/Creative Documents
The most important component of graduate education is the student’s culminating experience. This generally takes the form of a final scholarly research project, a professional paper, a course, an exam and sometimes a defense. The culminating experience demonstrates the student’s mastery of their research, scholarship, creative abilities, and/or written communication skills in the chosen discipline. The final document is intended to benefit the student, the academic discipline or profession, and sometimes, society.

Final documents, including theses, dissertations, professional or scholarly papers, and projects must meet acceptable standards of the given profession. Theses and dissertations must also meet Graduate College standards according to The Guide to Preparing & Submitting a Thesis or Dissertation. The Graduate College and advisory committees expect students to give careful attention to the style and format of the final scholarly or creative documents.

Students required to complete and defend a final research or creative document must submit the Prospectus Approval Form to the Graduate College along with a brief written statement describing the content of the document. The Graduate College requires students working on a final research or creative document to register for three semester hours of credit each semester (excluding summer) until the document has been completed and has been given final approval. Students should contact the department to determine which document is required to complete their degree program.

Thesis and Dissertation
Some departments require a thesis, or offer the option of a thesis, for the master’s degree. All academic doctoral programs require a dissertation. Students must submit the Prospectus Approval form to the Graduate College at the same time the degree program is submitted for master’s students and to advance to candidacy for doctoral students. The thesis or dissertation should demonstrate the student’s ability to select a specific problem or topic, to assemble pertinent and necessary data, to do original research, to organize ideas and data acceptably, and to prepare a written report in clear and effective English. The Guide to Preparing & Submitting a Thesis or Dissertation is available on the
required to complete a professional/scholarly paper. For master’s degree program, the minimum number of dissertation credits required is twelve. A grade is not reported for thesis or dissertation credits. When the final copy of the thesis/dissertation are submitted electronically to the Graduate College and approved by the Graduate Dean, the title of the thesis/dissertation is posted on the student’s transcript with the number of credits given. Unless approved for a leave of absence, a student must register for a minimum of three thesis/dissertation or non-thesis/dissertation credits each semester (summer excluded) until the thesis or dissertation is completed, submitted to the Graduate College, and the student graduates. However, students intending to complete, defend, submit a thesis or dissertation to the Graduate College, and/or graduate during the summer term, must be registered for a minimum of three credits. It is strongly suggested that no later than eight weeks prior to the last day of instruction in the term the student will graduate, a draft of the work should be submitted to the advisory committee. The committee will review the thesis or dissertation for any corrections and changes, which must be incorporated before the final examination (oral defense) and final typing. The completed, unbound work must be resubmitted to the committee at least one week prior to the final examination. The Graduate College must approve all theses and dissertations for final electronic submission. It is recommended that an initial format check be performed by the Graduate College by the eighth week of the semester the student intends to graduate. Upon approval, the thesis or dissertation must be submitted electronically to the Graduate College not later than two weeks prior to the end of instruction of the term the student intends to graduate. All members of the advisory committee must approve the thesis or dissertation for submission to the Graduate College. The Graduate Dean only can give permission for an extension of this deadline.

In rare circumstances a student may be permitted to complete the thesis or dissertation away from campus. After considerable progress has been made in collecting data and outlining the work, the student may petition to complete the thesis or dissertation in absentia, waiving the registration requirement. If the petition is approved, the advisor and Graduate Dean along with the student will determine the requirements for completion of the work.

Professional or Scholarly Papers or Projects
Master’s students not pursuing a thesis option may be required to complete a professional/scholarly paper or project as part of the degree program. Students are encouraged to use The Guide to Preparing & Submitting a Thesis or Dissertation available in the Graduate College when preparing a professional paper. Professional/scholarly papers or projects are not, however, reviewed, retained, or approved by the Graduate College. Some graduate programs require students doing a professional paper to have a graduate committee and to defend their work; other departments incorporate final papers into culminating experience courses or have other requirements. Please check with your department for detailed guidelines.

Graduate Program Examinations
There are three major examinations which students may be required to pass in order to complete a graduate program. The following descriptions are general and may be used interchangeably by departments or programs. For the application of these terms and their use by a particular department or graduate program, refer to the appropriate section of this catalog.

Qualifying Examinations
Some departments may require doctoral students to take a qualifying examination as part of the admission screening process or for diagnostic purposes shortly after admission. The examination may be written, oral, or both.

Comprehensive and Final Examinations
Most graduate degree programs require students to successfully complete one or more comprehensive or final examinations. For master’s students, the comprehensive, or final, examination is generally conducted during the last semester or term of enrollment in which a student intends to graduate. For doctoral students, the comprehensive, or preliminary, examinations are generally taken after all course work, other than dissertation credits, has been completed and before advancing to candidacy. The examination is intended to test the student’s knowledge of the area of specialization and may be written, oral, or both at the discretion of the department. If the examination is written, members of the advisory committee may submit questions, all must read the questions in advance, and all must read and evaluate the student’s answers. If oral, all members of the advisory committee must be present and may question the student. The comprehensive, final, or preliminary examination must be administered at least three weeks before the last day of instruction of any given semester or term. Students must be enrolled for at least one graduate-level credit during the semester or term the comprehensive or preliminary examination is taken. For comprehensive and final examination requirements, contact the department or refer to the appropriate section of this catalog. In the examination, the student must be able to demonstrate a comprehensive understanding of a broad field of study and a detailed understanding of one or more specialized fields of expertise. The advisory committee must unanimously pass the student.
If the committee votes unanimously to fail the student or the vote is not unanimous to pass, the student, in consultation with his/her advisor, may request the committee to administer a second examination. The student must wait at least three months before taking the second examination. The advisory committee must provide formal documentation to the student clearly indicating its decision.

Oral Defense
Graduate students completing a thesis or dissertation are required to demonstrate their ability to select a specific problem or topic, to assemble pertinent and necessary data, to do original research, to organize ideas and data acceptably, and to prepare a written report in clear and effective English. This demonstration takes the form of an oral defense of the finished document. For some master’s and specialist students, completing a professional/scholarly paper or project an oral defense may be required. All members of the advisory committee must be present and may question the student.

The oral defense must be held at least three weeks before the last day of instruction in the term in which the student plans to complete the degree requirements. It may be conducted before that term only with the Graduate Dean’s permission. Students must be enrolled during the term the oral defense is conducted.

Satisfactory performance on a final examination will consist of a presentation and defense of the student’s original thesis or dissertation research. At a minimum, the defense consists of an oral presentation to university graduate faculty and a closed deliberation and vote by the advisory committee. The oral presentation will be open to UNLV Graduate Faculty, graduate students, relevant administrators, and invited guests. The invited guests must be approved by the advisory committee chair prior to the defense.

The oral presentation may be followed by general questions of clarification from attendees [other than the advisory committee members]. The advisory committee and chair may choose to include a session of more in-depth questioning open only to the advisory committee and the UNLV Graduate Faculty. An additional phase of questioning with only the advisory committee and candidate may also be included. The final phase of closed deliberation, and the vote to pass or fail the student, will only be open to the student’s appointed advisory committee.

The Graduate College must be notified not less than two weeks in advance of the examination. A public announcement regarding an oral defense must be made to the appropriate department’s graduate faculty a minimum of seven (7) days prior to the oral defense.

During the oral defense, the student must be able to demonstrate a comprehensive understanding of a broad field of study and a detailed understanding of a more limited field. The advisory committee must unanimously pass the student. If the committee votes unanimously to fail the student or the vote is not unanimous to pass, the student, in consultation with his/her advisor, may request the committee to administer a second examination. The student must wait at least three months before taking the second examination. The department may require additional course work, substantial reworking of the thesis, dissertation, or professional/scholarly paper or project or whatever is believed necessary to prepare the student for the second examination. The Graduate College will not approve third examination requests.

Advancement to Candidacy
The Graduate College designates the advancement to candidacy status for doctoral students only. Doctoral students are advanced to candidacy upon successful completion of all course work, passing the comprehensive examination, and completing the dissertation prospectus. The date of advancement is recorded on the students’ official UNLV transcript.

Graduation Procedures
Application for Graduation
Students are responsible for applying for graduation by the semester deadline. Doing so triggers your graduate evaluator to review your file and make sure that everything is in order for you to graduate. The graduation application is available for downloading on the Graduate College website. The application form must be signed and returned to the Graduate College by the deadline posted on the Graduate College website. Applications for graduation will not be processed unless all required forms and documents have been submitted to the Graduate College including degree program, and if required the prospectus approval, appointment of advisory committee, and for doctoral students the advancement to candidacy form. If students do not complete the degree requirements in the term anticipated, it is expected that they will do so in the next regular term (summer excluded). A new application for graduation must be filed, and an additional diploma fee will be charged. In addition, students must be enrolled in a minimum of 3 credits during the term they apply for and expect to graduate.

Granting of Degrees
Degrees are awarded three times a year in May, December, and August. Students must be enrolled in a minimum of 3 credits during the term they intend to graduate. When students apply for graduation, the Graduate College reviews the degree program. The Graduate Dean certifies that they have met degree requirements and a recommendation is forwarded to the Board of Regents. If any requirement has not been met, the degree will not be awarded. The degree will be revoked if it is awarded in error, or if it is later discovered that the degree requirements were not met, or if fraudulent claims are later discovered.
Commencement
Students may not participate in commencement prior to completion of all degree program requirements.
Commencement is held twice a year in May and December.
August graduates may participate in the December commencement following the completion of degree requirements.

Tuition & Fees

Fees: All fees assessed by the university are subject to change by the Board of Regents. Every effort is made to keep fees low as possible while rendering the desired level of service. Nonresident fees are calculated to cover a major part of the direct cost of instruction.

Graduate Tuition and Fees*
*The fees listed below are applicable to Fall 2009 and Spring 2010.

<table>
<thead>
<tr>
<th>Graduate Per Credit Hour Fee</th>
<th>$217.25</th>
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<tbody>
<tr>
<td>Non-Resident Graduate Fees:</td>
<td></td>
</tr>
<tr>
<td>1-6 credits</td>
<td>$457.25 per credit hour</td>
</tr>
<tr>
<td>7 or more credits</td>
<td>$6170.00 per semester +$217.75 graduate per credit hour fee</td>
</tr>
<tr>
<td>Good Neighbor Graduate Fee</td>
<td>$457.25 per credit hour</td>
</tr>
</tbody>
</table>

Other Fees
Graduate and Professional Student Association $18.00 per semester
International Education $2.00 per semester
Rebel Recycling $1.00 per semester
Student Health $70.00 per semester
Technology $4.00 per credit hour
Student Life Facilities $173.00 per semester for 4 or more credits
International Student (international students only) $145.00 per semester
Integrate $3.00 per credit
New Graduate Student Orientation $35.00

Nonresident Tuition
Students who are not Nevada residents must pay a nonresident tuition fee in addition to the per credit hour fees per semester. Nonresident students taking less than seven credits should contact the Admissions Office for up-to-date fee information. Students eligible under Good Neighbor regulations pay a reduced nonresident tuition fee in addition to the per credit hour registration fee per semester.

Audit Fee
The fee for audit is the same as the fee for registering for credit. The equivalent credits of an audit course are considered in determining if the student is assessed out-of-state tuition.

Nevada Residency for Tuition Purposes

Residency Decisions
The Board of Regents establishes Nevada residency for tuition purposes regulations. For admitted degree-seeking graduate students, residency status is determined at the time of admission to a degree-seeking program and is indicated in the official Letter of Admission from the Graduate College. Non-degree-seeking graduate students will generally be classified as out-of-state until and unless Nevada residency is determined via the residency application process. If the residency status is not “Nevada,” out-of-state tuition will be assessed. Residency decisions are made during the application process and will be posted on the admission acceptance letter.

Qualifying for Nevada Residency
The following categories qualify for Nevada resident status:
1. A member of the Armed Forces of the United States
2. Full-time licensed personnel employed by a public school district in Nevada
3. A teacher who is currently employed full time in Nevada
4. A professional or classified employee of the University and Community College System of Nevada
5. Company relocation (also applies to spouse and children)
6. Family relocation to the state
7. Millennium scholarship recipients
8. A student who has lived in the state for a period of 12 months

Applying for Nevada Residency
To apply for residency, download and complete the Residency Application and include photocopies of supporting documents. Mail or fax documentation to the Office of Admissions by the application deadline listed in the Academic Calendar and Registration Guide. Residency review for fall applications begins June 1; spring review begins Nov. 1.

Good Neighbor Regulations for Reduced Nonresident Tuition
Students who claim residence for at least 12 months in a qualifying Arizona or California county, or graduates from a high school or community college in a qualifying Arizona or California county may be eligible to attend the university at a reduced tuition cost. Those claiming residency for 12 months must have maintained legal bona fide residence for
Special Fees and Charges

An application fee of $60 (domestic) is charged to any person applying for admission. It is not refundable or applicable to any other fee. International applicants must pay an additional $15 evaluation fee ($75.00 total). Special charges may be made according to current costs for the following:

a. Courses requiring equipment, facilities or materials not available on the campus, i.e., golf and certain field courses.
b. Courses requiring use of high technology equipment, e.g., computer courses or health profession courses.
c. Private instruction in music and similar arts
d. Noncredit courses, conferences, workshops, postgraduate professional seminars and similar educational offerings.
e. Courses requiring field trips or travel.
f. Personal expenses incurred by students in connection with field trips.
g. Lab and computer usage fees.

3. The following fees are either assessed or identified at registration.

a. A late registration fee of $25 per day to a maximum of $250 is assessed to students who do not complete registration by the date designated. Summer Term students are assessed a late registration fee of $25 per day until the end of the late registration period for that Summer Session. In case the time designated for registration is not adequate, the Registrar may defer the assessment of this fee for one day.
b. Returned Check Fee. Personal checks are accepted in payment of fees owed to the university, although no counter checks or checks altered in any way are accepted. A collection fee of $25 is assessed for any check returned unpaid by a bank. The check must be made good within 10 days or it will be turned over to a collection agency, and the student will be liable for all collection costs and any other related costs. If a personal check is returned from the bank, the university reserves the right to place the student on a cash basis only and withdrawal procedures may be initiated at the option of the university. A stop payment placed on a check does not constitute withdrawal from courses. Official withdrawal must be processed as returned checks and are subject to the same fees and collection cost.
c. A graduation fee of $50 will be billed to the student’s account after the application for graduation is filed in the Graduate College. If a student fails to meet graduation requirements after a diploma has been ordered, $2.50 of the fee is forfeited.
d. Late application for graduation, $20.
e. A fee of $55 for Master Thesis publication and $65 for Doctoral Dissertation publication will be billed to the student’s account after the application for graduation is filed.

Student Health Fee

The Student Health program for Fall, Spring, and Summer semester classes are not to be confused with the voluntary Student Health Insurance plan. Program fees support various services offered by the Student Wellness Cluster.

The Student Health program facilitates on-campus educational experiences and leadership opportunities for all UNLV students; is responsible for public health protection of the UNLV community; provides access to health care and provisions or coordination of health needs for students; provides student counseling and psychological services; and includes the Jean Nidetch Women’s Center.

Group Health and Accident Insurance Fee

The Student Health Insurance plan is available to students formally admitted and currently enrolled taking six or more undergraduate credits or graduate students taking three or more credit hours. This plan is not to be confused with the student health program fee that all registered students pay for fall, spring, and summer sessions.

The Student Health Insurance provides services beyond those available through the Student Health Center for eligible on and off campus medical services. You may sign up for the Student Health Insurance by picking up an enrollment packet at the Student Health Center or Bursar’s Office prior to the beginning of Fall, Spring, and Summer Sessions or by accessing the web.
Grants-in-Aid
Each student is expected to pay all assessed fees on registration day unless a grant-in-aid is secured prior to registration day. Students are responsible to pay their portion on time. Late fees and/or withdrawal may be initiated for a student’s portion and/or reported to a credit bureau. Legal proceedings may be initiated for any default accounts receivable.

Delinquent Accounts
A student or former student having a delinquent account receivable or an overdue student loan of any amount with any division of the Nevada System of Higher Education shall not be permitted to register, receive any type of transcript of records, grades, diploma or certificate or obtain services from any division. The university reserves the right to refer any delinquent account to a collection agency and/or report to a credit bureau. Legal proceedings may be initiated for any delinquent account.

Deferred Payment Option
Deferred payment is available to students who are registered for seven credits or more and are not receiving any sort of financial aid, grant-in-aid, etc. There is a $20.00 service charge for all deferred fee payment plans. The $20.00 service charge plus 50 percent of the per credit fee, nonresident tuition (if applicable), and 100 percent of special fees are due by the first installment date. Second installment is due by Friday of the fourth week of instruction. Failure to pay the second half of the deferred payment on schedule will constitute withdrawal from the university. The tuition will still be owed, but the student will not receive credit for the courses. Any delinquent accounts may be reported to a credit bureau. All delinquent accounts not paid as required will be sent to a collection agency. The student is responsible for all collection costs, attorney fees, etc. All students must pay their tuition in full at registration or be on an approved deferred payment to be considered enrolled for the semester. All unapproved accounts will be disenrolled. No exceptions. The university reserves the right to deny deferred payment to any student who does not pay tuition and fees as scheduled, including late fees.

Refund of Fees
Students who withdraw from the university receive a refund of fees according to the schedule below, which is subject to change by the Board of Regents. All requests for exception to the refund policy for extraordinary circumstances must be made to Student Enrollment Services or the Fee Appeal Committee. An appeal form is available at Student Enrollment Services, Cashier’s Office or the Bursar’s Office website.

1. For all UNLV students, including auditors, for net credit load reductions and withdrawals from the university, the refund policy is as follows:
   A. WITHIN THE FIRST WEEK OF INSTRUCTION.

2. For all UNLV students, including auditors, for net credit load reductions and withdrawals from the university during the Summer Term, the refund policy is as follows:
   A. Courses dropped prior to the first day of the instructional period will receive a 100 percent credit.
   B. Courses dropped during the first eight weeks of the semester in the following circumstances:
      A. Induction of the student into the U.S. Armed Forces;
      B. Death of a parent, spouse, child or legal guardian of the student; or
      C. Death of a student.
   C. There will be no credit for courses dropped after 20 percent of the course period has passed.

3. No credit shall be made for health and accident insurance premiums.

4. Modular courses follow different refund policies than stated above. Inquire at Student Enrollment Services for details regarding a particular modular course’s refund policy.

5. Upon written approval of the Vice President for Student Life, a full refund of all registration fees and tuition shall be given upon official withdrawal at any time during the first eight weeks of the semester in the following circumstances:
   A. Induction of the student into the U.S. Armed Forces;
   B. Death of a parent, spouse, child or legal guardian of the student; or
   C. Death of a student.
   D. Military service by the student; or
   E. Suspension of the student for total withdrawals from all courses until the end of the sixth week.

6. In most cases, federal regulations require that refunds for students receiving financial aid must be refunded back to the financial aid program rather than the student. For information about exemptions to this policy, please contact Student Financial Services. Dropping below full time for students on financial aid may invalidate eligibility for financial aid. Students may owe UNLV for financial aid refunds.

Room and Board Refund
Students withdrawing from the residence hall will receive refunds according to the terms and conditions of the residence and dining hall contract.
Financial Assistance

The University of Nevada, Las Vegas subscribes to the following statement that has been adopted by the Council of Graduate Schools in the United States and by most of the leading graduate schools in North America:
Acceptance of an offer of a graduate scholarship, fellowship, traineeship, or graduate assistantship for the next academic year by an actual or prospective graduate student completes an agreement which both student and the graduate school expect to honor. In those instances in which the student indicates acceptance prior to April 15 and subsequently desires to change plans, the student may submit in writing a resignation of the appointment at any time through April 15 in order to accept another scholarship, fellowship, traineeship, or graduate assistantship. However, an acceptance given or left in force after April 15 commits the student not to accept another appointment without first obtaining formal release for that purpose. It is further agreed by the institutions and organizations subscribing to the above resolution that a copy of this resolution should accompany every scholarship, fellowship, traineeship, and assistantship offer sent to a first-year graduate student before April 15.

Student Financial Services
The University of Nevada, Las Vegas provides a wide variety of assistance to finance higher education expenses. Grants, scholarships, part-time employment, and educational loans are available to help students with educational costs while attending UNLV. Students are encouraged to explore all possible resources. Financial Aid Administrators are available to discuss the variety of resources available and to assist graduate students in the application process. For further information, contact Graduate Student Financial Services at (702) 895-5569 and UNLV Student Financial Services, located in the Student Services Complex, at (702) 895-3424. The Graduate Student Financial Services office is located in the Graduate College on the 3rd floor of the Flora Dungan Humanities Building.

Federal Loan Programs

Federal Perkins Loans
A Federal Perkins loan is a low-interest (5 percent) loan available to graduate students that is made through the university. Actual award amounts depend on federal and institutional funding levels. Preference is given to those applicants who are attending at least half time and have the greatest financial need. The total amount awarded is determined by financial need.

Application must be made with the FAFSA, which must be mailed to the federal processing center by February 1. Priority is given to those with the greatest need whose federal financial aid information is received by UNLV before the priority filing date.

Federal Direct Stafford Loans
Direct Stafford loans are low interest loans to assist you in paying for your college education. The interest rate is variable and set annually, not to exceed 8.25 percent. You may call Student Financial Services or contact the Federal Aid Information number at 1-800-433-3243 for the current interest rate. Your loans may assist you in meeting your tuition and or living expenses. You do not have to start repaying them until you drop below half-time enrollment, withdraw completely from school, or graduate. There are two types of Stafford loans:

a. The Federal Direct Subsidized Stafford Loan is available to students regardless of financial need. Interest on this loan is paid by Federal taxpayers while you are in school attending at least half-time.
b. The Federal Unsubsidized Loan is available to students regardless of financial need. You will be charged interest from the time the loan is disbursed until it is paid in full.

Graduate Assistantships
A number of state-supported and extramurally funded graduate assistantships are available. The most important regulations governing these positions are:

1. Applications must be sent to the department which you are seeking employment no later than March 1 proceeding the fall semester in which an assistantship is sought. Applications may be submitted after this date in case of unexpected openings occurring for the fall semester. In rare cases where an assistantship is available for the spring semester, the application deadline is November 15th.

2. Application forms are available from the Graduate College Office and on our website.

3. An assistantship is normally offered for a full academic year. If a student seeks renewal of an assistantship for the next year, a new application form must be submitted.

4. Currently, a graduate assistantship carries with it a stipend paid monthly for the academic year. This stipend may vary for extramurally funded assistantships. Tuition waivers are also included with the assistantship. These waivers are approved only for work directly related to the student’s degree program (courses numbered 500 and approved for graduate credit and 700-level courses). This waiver covers a significant portion of the per credit hour fee. The tuition waiver covers the full amount of out-of-state tuition. Tuition waiver amounts may vary or extramurally funded assistantships.

5. Graduate assistantships are not generally available during Summer Term. However, tuition waivers are available for Summer Term before and after a contract year has been completed. Tuition waivers are not
available for undergraduate or audited courses. The above policies may differ for extramurally funded assistantships.

6. Graduate assistants must have graduate standing status at the time they begin their assistantships.

7. International students whose graduate assistantship includes instructional duties (lecture, discussion groups, laboratory supervision, tutoring) must have received a successful grade on the Test of Spoken English (TSE) prior to assuming these instructional duties.

8. Graduate assistants must carry a minimum of six semester hours of graduate credit per semester. To carry more than twelve semester hours of credit, the department chair, academic dean, and the Graduate Dean must approve an Overload Petition.

9. Graduate assistants are expected to spend on the average 20 hours per week on departmental duties in either instruction and/or research.

10. Graduate assistants may not accept employment on or off campus without written permission from their faculty advisor, department chair, and Graduate College Dean. Graduate assistants are normally prohibited from being employed for more than 10 hours per week beyond their assistantship.

11. Graduate assistants are expected to report in the same time-frame as faculty, i.e., during academic semesters and not during break or vacation times. Graduate Assistants must report one week prior to commencement of classes both fall and spring semester. Exceptions to this statement may be negotiated at the time of employment; however, both parties must agree to the arrangement and approval must be obtained from the Chairperson, Academic Dean and Graduate Dean.

12. New graduate assistants are expected, as part of their contract obligation, to attend the Graduate Assistant Teacher Training and General Orientation Sessions that are offered at the beginning of each fall semester.

13. Graduate assistantships will be terminated if the student does not satisfactorily perform assigned duties. Assistantships will also be terminated if a student does not make satisfactory progress toward the degree. Unsatisfactory progress includes, but is not limited to: filing a degree program late; receiving a grade of less than B; failing to remove an Incomplete grade after one calendar year; and failing comprehensive or qualifying examinations as required by the degree program.

14. Offers of assistantships, whether state-supported or extramurally funded, are valid only if they come from the Graduate College Dean.

**Graduate Scholarships and Fellowships**

Updates on fellowship and scholarship information are available on the Graduate College website.

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**For New Students: McNair Post-Baccalaureate Scholarships**

McNair Post-Baccalaureate Scholarships, administered by the Graduate College, are awarded in open competition to first-year graduate students who participated in a McNair Scholars program at UNLV or at another institution as an undergraduate.

To be considered, applicants must:
1. Have an undergraduate GPA of 3.0 and graduate standing status at the time the scholarship begins.
2. Enroll in a minimum of nine credit hours for two consecutive semesters.

**For Current Students:** The following fellowships and scholarships are only available to graduate students already admitted to the Graduate College.

**President’s Graduate Fellowships**

The President’s Graduate Fellowships are provided through funding from the UNLV Foundation as directed by UNLV’s president for the research support of doctoral students. Up to three awards are given annually, each offering a fellowship package including a stipend, tuition (up to 12 credits), fees, and health benefit totaling $24,000.

Nominees must:
- Be doctoral students working primarily on the dissertation.
- Have a minimum graduate GPA of 3.5.
- Hold full-time student status (at least nine graduate credits) in each semester of the fellowship year.

Nominations must be submitted through department chairs. (Only one letter of nomination may be submitted from each department.)

**Barrick Graduate Fellowships**

Barrick Graduate Fellowships were established by an endowment from philanthropist Marjorie Barrick. They are given to outstanding doctoral students who have demonstrated excellent scholarship during their graduate study at UNLV. Two awards are given, each offering a $14,000 fellowship with full fees paid (up to 12 credits), including all out-of-state tuition, if applicable.

Applicants must:
- Be a doctoral-level student.
- Have completed at least 24 credits of doctoral study (at the time of application).
- Have a minimum graduate GPA of 3.5.
- Enroll as a full-time graduate student (at least nine graduate credits) in each semester of the fellowship year in order to devote maximum effort to doctoral study. Criteria for selection will also include demonstrated excellence in research.
Scholarships

Alumni Association Scholarships are awarded to outstanding master’s students who received their undergraduate degrees from UNLV. Three awards are given, each offering a $1,000 scholarship for the academic year.

Applicants must:
• Be a master’s-level or specialist student.
• Have completed at least 12 credits of graduate study at UNLV (by the end of the current spring semester).
• Have minimum UNLV undergraduate and graduate GPAs of 3.5.
• Enroll in six or more graduate credits in each semester of the scholarship year.
• Hold an undergraduate degree from UNLV.

James F. Adams/GPSA Scholarships. The UNLV Graduate & Professional Student Association established these scholarships in honor of Dr. James F. Adams, former dean of the Graduate College (1980-85), to recognize academic achievement of master’s-level students. Six awards are given, each offering a $1,000 scholarship. Applicants must:
• Be a master’s-level or specialist student.
• Have completed at least 12 credits of graduate study at UNLV (by the end of the current spring semester).
• Have a minimum graduate GPA of 3.5.
• Enroll in six or more credits in each semester of the scholarship year.

Summer Session Scholarships are designed to enable summer study for doctoral students, however excellent master’s and specialist’s students may be considered. Ten awards are given, each offering a $2,000 scholarship during the summer. Applicants must:
• Have completed at least 12 credits of graduate study at UNLV (at the time of application).
• Have a minimum graduate GPA of 3.0.
• Enroll in six credits in any one or combination of summer sessions.

Criteria for selection will include summer plans for conducting dissertation or thesis research.

Employment

On-Campus Employment. Several campus departments and offices employ students in a variety of positions. These jobs can be viewed on the Student Financial Services website. On-campus employment listings are available to graduate students enrolled in at least five credits at UNLV. Financial need is not a criterion for on-campus employment.

Job Location and Development. Employment opportunities are offered to UNLV students by community businesses and individuals. These jobs can be viewed on the Student Financial Services website. In addition to job listings, the JLD Program sponsors biannual Job Fairs where employers from businesses, government agencies, and hospitals, to name a few, come to campus to discuss part-time employment opportunities.

Federal Work Study. The Federal Work Study Program is a federally funded financial aid program awarded as part of the financial aid package. This program enables students to earn a portion of their college expenses through employment with a UNLV department or office or off campus with contracted nonprofit agencies.

Community service is a major goal of this program. If available, students may choose jobs related to their academic majors and career objectives. Work hours may also be arranged according to class schedules.

To qualify for a Federal Work Study job, applicants must meet the eligibility requirements of the federal financial aid programs. One requirement, financial need, is determined by Student Financial Services and based on income and asset information entered on the Free Application for Federal Student Aid (FAFSA) application.

Funds are limited. Therefore, applicants must mail the completed FAFSA application to the federal processing center by February 1. Questions concerning the eligibility requirements or application process may be directed to Student Financial Services, second floor, Student Services Complex.
Greenspun College of Urban Affairs

“Making a Difference” is more than a motto for the Greenspun College of Urban Affairs. It is the focus of all we do. The vibrant, complex environment in the Las Vegas Valley is the laboratory for the Greenspun College. Dedicated to using the knowledge of its disciplines to address the issues and problems in an urban environment, the faculty and students in the Greenspun College strive to make a positive difference in Las Vegas, the region, and the nation. As the College’s faculty advance their disciplines through research and teaching, they share a commitment to fostering the professional development of their students and equipping them to address the myriad of issues that confront individuals as well as organizations in an urban environment.

The college offers a myriad of graduate programs including graduate certificates in Forensic Social Work, Marriage and Family Therapy, Public Management, and Nonprofit Management. It offers Master of Arts in Communication, in Criminal Justice, and in Journalism and Media Studies, the Master of Science in Marriage and Family Therapy and in Environmental Studies, the Master of Social Work (MSW), and the Master of Public Administration (MPA). There are two master level executive programs (a Professional Master of Arts in Criminal Justice, an Executive Master in Crisis and Emergency Management) and two Ph.D. programs one in Environmental Science and another in Public Affairs. These graduate programs emphasize the application of theory in professional practice to address the issues and problems of urban life. Partnerships among the departments and with the community provide students abundant opportunities to develop professionally under the guidance of expert faculty and skilled practitioners. By bridging the gap between the community and the university, the faculty and students in the college are making a difference in thousands of lives.

Lee Bernick, Interim Dean
(2000), Professor; B.A., M.A., Ph.D., University of Oklahoma.
Communication Studies

Chair
Burkholder, Thomas R.
(1999), Associate Professor; B.S.E., M.A., Emporia State University; Ph.D., University of Kansas.

Graduate Coordinator
Emmers-Sommer, Tara M.
(2006). Professor and Associate Dean, Greenspun College of Urban Affairs; B. A., M. A., University of Wisconsin, Milwaukee; Ph.D., Ohio University.

Graduate Faculty
Conley, Donovan S.
(2004), Assistant Professor; B.A., University of Lethbridge, Alberta; M.A., Ph.D., University of Illinois.
Engstrom, Erika
(1991), Associate Professor; B.A., M.A., University of Central Florida; Ph.D., University of Florida.
Henry, David
(1998), Professor; A.B., University of California, Berkeley; M.A., University of California, Davis; Ph.D., Indiana University.
Sahlstein, Erin
(2006), Assistant Professor; B.A., Iowa State University; M.A., University of Wisconsin, Milwaukee; Ph.D., University of Iowa.
Thompson, Jacob
(2007), Director, Sanford J. Berman Depute Forum, Assistant Professor in Residence; B.A., Wayne State University; M.A., Ph.D., University of Kansas.
Valenzano III, Joseph
(2006), Assistant Professor, Faculty in Residence, Basic Course Director; B. A., Providence College; M. A., University of Maine, Orono; Ph.D., Georgia State University.
Watson, Martha
(1997), Professor; B.A., Rice University; M.A., Ph.D., University of Texas at Austin.

Professors Emeriti
Blythin, Evan
(1969-1998), Emeritus Associate Professor; A.A., Palomar Junior College; B.A., M.A., San Diego State University; Ph.D., University of Colorado.
Jensen, Richard Jay
(1992), Professor and Senior Advisor to the President; B.S., Weber State College; M.A., University of Arizona; Ph.D., Indiana University.
Nielsen, Stephen F.
(1969-1998), Emeritus Associate Professor; B.S., Ricks College; M.S., Ph.D., Southern Illinois University.

The Department of Communication Studies offers the Master of Arts degree, in Communication Studies, with emphases in interpersonal and rhetorical studies. Courses of study are designed both for students with a career orientation — in such diverse arenas as politics, education, law, public service, the ministry, and media relations — and for those who aspire to continue their education in doctoral programs.

All students are required to take four introductory courses: survey of communication studies, qualitative research methods, quantitative analysis, and theories of communication (COM 710, 711, 712, and 730). Graduate teaching assistants are required to take an additional course in college teaching in communication in their first semester (COM 725). Yet because each student’s goals are unique, the curriculum allows flexibility in developing individual degree programs. Such development aims to balance the communication discipline’s varied traditions in theoretical, historical, and applied research, with particular attention to the changing communication culture of the twenty-first century.

Admission Requirements
In addition to the general requirements for admission to the Graduate College, the Department of Communications Studies typically requires:
1. A minimum GPA of 3.00 in the last 90 credit hours of undergraduate course work.
2. Satisfactory scores on the verbal and quantitative sections of the Graduate Record Exam.
3. At least three letters of recommendation from individuals who are competent to discuss the applicant’s intellectual ability and promise as a graduate student. Two of these letters should come from professors or college-level instructors.
4. A brief description (one or two pages long) of the applicant’s goals and expectations in pursuing graduate study in communication.
5. A sample of the applicant’s writing. This could be a paper from an undergraduate course or something similar.

Communication Studies M.A.

Degree Requirements
All students enrolled in the program are required to complete core courses in their first year:

COM 710 - Survey of Communication Studies
COM 711 - Research Methods I
COM 712 - Research Methods II
Credits 3
COM 730 - Theories of Communication
Graduate teaching assistants are required to take an additional course in their first semester.
COM 725 - College Teaching in Communication
Notes: Students have the choice of doing original research leading to the writing of a thesis or completing a program of course work leading to a comprehensive examination. Programs of study are designed to meet the student’s individual professional or personal objectives. Although an undergraduate degree in communication is not required for admission to the program, a student without a background in communication may be required to complete course work in addition to the minimum requirements.

Thesis Track
A student must complete a minimum of 30 credit hours of approved course work plus six hours of thesis credits. The classes may include six credits outside the Department of Communication Studies. An oral examination on the thesis is required.

Examination Track
A student must complete a minimum of 36 credit hours of approved course work. No more than six hours may be taken outside the Department of Communication Studies. Students must pass a comprehensive written examination. The examination lasts eight hours and is given over two consecutive days. A Graduate Education Portfolio is also required of exam track students (the specifics of the portfolio are outlined in the Department of Communication Studies Graduate Handbook, which is available upon request).

Scholarly Research Project Track (Approval Pending)
The Scholarly Research Project track entails the completion of 36 credits of course work, no more than six units of which may be taken outside the Department of Communication Students. Students construct a Graduate Education Portfolio, and develop an original research project for submission to a scholarly meeting and/or scholarly journal. Students prepare and defend a prospectus early in the second year of their program, draft the paper under the direction of their major advisor in the fall semester, revise the research paper and meet with the full committee by April 8 for a formal presentation and oral examination. Specifics of the project and procedures are detailed in the Department of Communication Studies Graduate Handbook, which is available upon request.

General Notes
1. The Graduate Studies Coordinator will be the advisor for all entering students. Before completing 16 credit hours, the student should select a permanent advisor. The permanent advisor will work with the student through the completion of the program. The student’s advisor must approve all course work.
2. All students must submit a program of study, including all proposed course work, to the Graduate College before the completion of 16 credit hours. The student’s advisor and Graduate Studies Coordinator must approve the program and any changes to the program.
3. Acceptable course work is defined as any class in which a student receives a grade of B- or higher. Any course graded C+ or below will not be included in the candidate’s degree program.
4. A student who fails the oral examination for the thesis or the comprehensive examination will be allowed to take another examination. There must be a period of at least three months between examinations.
5. The Department of Communication Studies accepts applicants only in the fall semester of each year.

Course Descriptions

COM 603 - Public Communication
COM 604 - Principles of Persuasion
COM 607 - Communication Between the Sexes
COM 616 - Conflict Management
COM 684 - Political Communication
Note: The above courses are approved for use in graduate programs for Master of Arts candidates. A full description of this course may be found in the Undergraduate Catalog under the corresponding 400 number.

COM 706 - Seminar in Intercultural Communication
Credits 3
Study of theoretical, methodological, practical and service foundations of intercultural communication. Examines complexities and implications of the relationship of culture and communication.

COM 710 - Survey of Communication Studies
Credits 3
Survey of communication disciplines and their interrelationships; past, contemporary, and emerging issues; appropriate research topics, questions, methods, and style.

COM 711 - Research Methods I
Credits 3
Fundamentals of critical philosophy, theory and practice, writing and critiquing research reports.

COM 712 - Research Methods II
Credits 3
Fundamentals of scientific philosophy, research design, and data analysis; writing and critiquing research reports.

COM 725 - College Teaching in Communication
Credits 3
Discussion of theory and practice in the teaching of communication in college, particularly entry-level courses.
Notes: Required of all graduate teaching assistants. 

Prerequisites: Graduate standing.

COM 730 - Theories of Communication
Credits 3
Exploration and explanation of communication phenomena. Survey of theoretical ideas, nature of theory in general, major communication theories and theories relevant to communication, and examines purpose of theory in communication research. Prerequisites: Graduate standing.

COM 741 - Social Movements as Rhetorical Form
Credits 3
Rhetorical approaches to the study of social movements, examining communicative processes and symbolic action involved in social change. Focuses on theoretical and methodological issues in movement studies as well as on rhetorical documents and practices of several social movements. Prerequisites: Consent of instructor.

COM 780 - Persuasion
Credits 3
Study of theories and applications of persuasion in various fields of social, political, business, religious, and educational activities.

COM 781 - Seminar in Argumentation
Credits 3
Examines field of argument from its roots in classical Aristotelian rationalism to modern practical reasoning perspectives. Argumentation in interpersonal and public contexts emphasized. Prerequisites: Consent of instructor.

COM 784 - Political Communication
Credits 3
Study of relationship of rhetorical communication theory to political discourse. Focus on political campaigns, presidential rhetoric, and media influences.

COM 789 - Selected Topics in Communication
Credits 3
Content varies with current developments in communication theory. Notes: May be repeated to a maximum of six credits with instructor's permission. Prerequisites: Consent of instructor.

COM 793 - Independent Study
Credits 1 – 3
Supervised study and practical experience in subjects and projects determined in consultation with a faculty member. Students wishing to take this course must consult with the faculty member prior to registration. Notes: May be repeated to a maximum of three credits.

COM 794 - Special Readings
Credits 3
Content dependent upon the instructor's interest and expertise, as well as student interest and requirements.

COM 797 - Thesis
Credits 3
Notes: May be repeated but only six credits applied to the student's program. Grading S/F grading only.

Criminal Justice

Chair
Lieberman, Joel
(1997), Associate Professor; B.A., State University of New York at Stony Brook; M.A., Ph.D., University of Arizona.

Graduate Coordinator
Lu, Hong
(1998), Associate Professor; LL.B., Law School, Fudan University; M.A., Indiana University; Ph.D., Arizona State University.

Graduate Faculty
Gauthier, Jane
(2005), Assistant Professor; B.A., M.A. California State University; Ph.D., Washington State University.
Hangawatte, Karu
(1984), Assistant Professor; LL.B. University of Ceylon; M.A., Ph.D., University of New York at Albany.
Hart, Timothy
(2006), Assistant Professor; B.A., University of Florida; M.A., University of Memphis, Ph.D., University of South Florida.
Kennedy, Alexis
(2005), Assistant Professor; B.A., University of Toronto; LL.B., University of Manitoba; M.A., Ph.D., University of British Columbia.
Madensen, Tamara
(2008), Assistant Professor; B.A., M.A., California State University, San Bernardino; Ph.D., University of Cincinnati.
McCorkle, Richard
(1990), Associate Professor; B.A., University of North Carolina; M.A., Ph.D., Vanderbilt University.
Miethe, Terance D.
(1993), Professor; B.A., Western Washington State College; M.A., Western Washington University; Ph.D., Washington State University.
Shaffer, Deborah
(2005), Assistant Professor; B.S., M.A., Indiana State University; Ph.D., University of Cincinnati.
Sousa, William (2004), Assistant Professor; B.A., Stonchill College; M.S., Northeastern University; Ph.D., Rutgers University.

The Department of Criminal Justice offers a broad-based graduate program leading to the Master of Arts degree. The program addresses issues of crime and criminal justice within an analytical framework and emphasizes theory and research and their implications for social policy. The curriculum is grounded in the social and behavioral sciences and in legal approaches to crime and social control. It draws from contemporary research and theoretical developments across a spectrum of academic disciplines.

The graduate program in criminal justice offers two degree options. The Traditional Master of Arts degree is designed to prepare students for doctoral studies in the field and in related areas of the social and behavioral sciences. Those who obtain this degree may also assume teaching positions at the community college level. The Professional Master’s degree is designed to serve the needs of professionals currently working in justice-related agencies by providing the knowledge and skills to enhance their performance in current positions and/or prepare them for career advancement. Both degrees require a minimum of 36 semester hours of study. Students enrolled in the Traditional Master of Arts degree track are required to complete a scholarly thesis. Students seeking the Professional Master’s degree must pass a comprehensive examination.

Criminal Justice Professional M.A

Designed for the full-time criminal justice professional, the Professional Master’s Degree Program in Criminal Justice provides students with advanced knowledge of the nature of crime, criminal justice institutions and processes, current criminal justice policy and training in research methods, statistics, and program evaluation. The program will also be open to students seeking a terminal master’s degree and a career in the criminal justice system. Upon completion of the program, students will have furthered their understanding of crime, the criminal justice system, and be able to conduct evaluations of policies and programs within various agencies in the justice system. This program is structured so that enrolled students can complete the program in two years of part-time study (six credit hours per regular semester and six credit hours during the summer sessions).

Recognizing most full-time professionals have schedules that often preclude attendance during regular class times, the program utilizes a variety of distance education techniques, including prerecorded and compressed video, and online instruction.

Admission Requirements
1. An undergraduate degree in criminal justice or related social or behavioral science with a minimum GPA of 2.75 for all undergraduate work and a 3.00 for the last two years of undergraduate work is required for admission to the program. The Graduate Record Examination (GRE) is not required for admission.
2. A Criminal Justice Graduate Program Application Cover Page must be completed.
3. A Statement of Purpose for pursuing the Professional Master’s Degree, addressing the student’s particular interests in the field of criminal justice and his or her professional goals, will be provided at the time of the student’s application.
4. Two letters of reference are required.
5. Application forms, fees, and official transcripts are submitted to the Graduate College. Submit an additional copy of official transcripts, the two letters of recommendation, and the statement of purpose, along with the Application Cover Page, directly to the department.
6. International Students. Applicants who are citizens of a country where English is not the native language must show competency in the English language. As a part of the entrance requirements, they must take the “Test as a Foreign Language” (TOEFL) and receive a minimum of 500 (written) or 213 (computerized). International applicants must also submit a completed financial statement before their application can be reviewed and should check with the Graduate College regarding application procedures.

Degree Requirements
Completion of 36 credits of graduate study at the 600 and 700 levels.

Required Courses
- CRJ 700 - Proseminar in Criminal Justice
- CRJ 702 - Proseminar on Research Methods
- CRJ 703 - Proseminar on Statistics
Admission Requirements

1. An undergraduate degree in criminal justice or related social or behavioral science with a minimum GPA of 2.75 for all undergraduate work and a 3.00 for the last two years of undergraduate work is required for admission to the program. The Graduate Record Examination (GRE) is required for admission.

2. A Criminal Justice Graduate Program Application Cover Page must be completed.

3. A statement of purpose for pursuing the Master of Arts Degree, addressing the student’s particular interests in the field of criminal justice and his or her future academic and/or professional goals, must be provided at the time of application.

4. Two letters of recommendation are required. It is preferred that both letters be from professors from whom the applicant took the classes. If the applicant completed the undergraduate degree work within the past five years, it is required that at least one letter be from a professor, unless the applicant can document the reasons why a letter from a former professor is difficult to obtain. If the applicant completed the undergraduate degree work more than five years ago and is currently working in a criminal justice-related field, two letters may be obtained from the applicant's direct supervisor or co-workers. References from other sources will not be reviewed.

5. Application forms, fees, official transcripts, test results and assistantship applications are submitted to the Graduate College. Submit an additional copy of official transcripts, the two letters of recommendation, and the statement of purpose, along with the Application Cover Page, directly to the department.

6. International Students. Applicants who are citizens of a country where English is not the native language must show competency in the English language. As part of the entrance requirements, they must take the “Test of English as a Foreign Language” (TOEFL) and receive a minimum score of 550 (written) or 213 (computerized). International applicants must also submit a completed financial statement before their application can be reviewed and should check with the Graduate College regarding application procedures.

Degree Requirements

Completion of 36 credits of graduate study at the 600 and 700 levels.

Required Courses

CRJ 700 - Proseminar in Criminal Justice
CRJ 701 - Proseminar on Theory
CRJ 702 - Proseminar on Research Methods
CRJ 703 - Proseminar on Statistics
CRJ 704 - Proseminar on Law and Social Control
CRJ 705 - Proseminar on the Administration of Justice
CRJ 706 - Seminar on the Nature of Crime
CRJ 707 - Pacing
CRJ 708 - Seminar on Law and Legal Process
CRJ 709 - Seminar on the Administration of Corrections
CRJ 710 - Crime and Its Control in Gambling
CRJ 711 - Victimization
CRJ 712 - Punishment and Corrections
CRJ 713 - Victimization
CRJ 714 - Theory Construction
CRJ 715 - Criminal Justice Policy

An additional nine credits in elective, graduate criminal justice courses are required. A maximum of nine credits of 600-level courses is allowed.

Comprehensive Examination

All students enrolled in the Professional Master’s Degree in Criminal Justice will be required to pass a comprehensive examination. Three credits of graduate work (CRJ 796) will be awarded upon successful completion of the examination.

Criminal Justice Traditional M.A.

The Traditional Master of Arts degree program is designed to improve a student’s understanding of the nature, causes, and consequences of crime and crime control. Based on the tradition of the liberal arts, the program emphasizes the symbiotic relationship between crime and the structure of society and the interplay between criminal justice theory and practice. These relationships are explored through course work in criminological theory, law and social control, the administration of justice, and crime and public policy. By completing the requirements for this program, students will be prepared for teaching at the community college level and doctoral study in crime and criminal justice.

An additional six credits in elective, graduate-level criminal justice courses are required.

An additional six credits in elective, graduate-level criminal justice courses are required.

A maximum of nine credits of 600-level course is allowed.

Graduate Study

Students may elect up to six credits of approved graduate study in other social or behavioral sciences or in graduate programs formally approved by the Department of Criminal Justice.
Thesis
All students enrolled in the Traditional Master of Arts Degree Program in Criminal Justice are required to write a thesis. The thesis will be written under the direction of a committee of three graduate faculty and chaired by a member of the faculty in Criminal Justice. One member of the thesis committee is a graduate faculty member from outside the Department of Criminal Justice. Six credits of graduate work (797) will be awarded upon successful completion of the thesis.

Course Work and Thesis
Upon completion of the course work and thesis, an oral examination related to the general field and thesis is required of all students. The examination will be administered by the student’s thesis committee and a representative from outside the department chosen by the Graduate College. The oral examination will assess 1) the student’s competency in defending the substantive, theoretical, and methodological topics covered by the thesis and 2) his or her general knowledge, including the ability to integrate topics covered by core and elective criminal justice classes and to apply core fundamentals to important issues.

Consistent Progress
Toward the degree and maintenance of a cumulative 3.00 grade point average are required for continuation in and completion of the program.

Course Descriptions

CRJ 605 - History of Criminal Justice
CRJ 611 - Comparative Criminal Justice Systems
CRJ 628 - Women and Crime
CRJ 636 - Sociology of Law
CRJ 641 - Social Science in Law

Note: The 600-level courses listed above have been approved for graduate credit. A full description of this course may be found in the Undergraduate Catalog under the corresponding 400 number.

CRJ 700 - Proseminar in Criminal Justice
Credits 3
Provides an introduction to graduate studies in Criminal Justice. Students are exposed to information regarding the main components of the criminal justice system, including: law enforcement, courts, and the correctional system. 
Prerequisites: Graduate standing in criminal justice.

CRJ 701 - Proseminar on Theory
Credits 3
History of criminological thought. Contemporary and classical theories of crime. Attention to social, cultural, and psychological perspectives. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 702 - Proseminar on Research Methods
Credits 3
Methods and applications of quantitative and qualitative research. Relationships among theory, research, and social policy. Development and interpretation of research reports. Prerequisites: Graduate standing in criminal justice or consent of instructor and satisfactory completion of an undergraduate course in research methods.

CRJ 703 - Proseminar on Statistics
Credits 3
Univariate and multivariate techniques. Use of computerized statistical packages in the social and behavioral sciences. Practical applications in statistical problem-solving using primary and secondary data sources. Prerequisites: Graduate standing in criminal justice or consent of instructor and satisfactory completion of an undergraduate statistics course.

CRJ 704 - Proseminar on Law and Social Control
Credits 3
Nature of law and legal institutions. Relationships between law and other forms of social control. Theory and research on the development and implementation of law. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 705 - Proseminar on the Administration of Justice
Credits 3
Structures, functions, and operations of criminal justice organizations. Formal and informal organizational structures and their relationships to the broader social, political, and legal institutions. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 706 - Seminar on the Nature of Crime
Credits 3
Investigation of selected theoretical perspectives and particular types of crime and criminality. Notes: Specific subject matter varies by semester. May be repeated to a maximum of six credits Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 707 - Policing
Credits 3
Police organization and subculture, occupational socialization, police community relations, occupational deviance, policy formation, and related issues discussed. Notes: Specific subject matter varies by semester. Prerequisites: Graduate standing in criminal justice or consent of instructor.
CRJ 708 - Seminar on Law and Legal Process  
Credits 3  
Development and implementation of criminal law. May focus on issues related to the legislative process, the criminal courts, case law, and legal reform. Notes: Specific subject matter varies by semester. May be repeated to a maximum of six credits. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 709 - Delinquency and Juvenile Justice  
Credits 3  
Historical development and current practices of juvenile courts and treatment institutions. Emphasis on the relationship between delinquency theory, research, and policy formulation, with particular attention to programs of delinquency prevention. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 710 - Crime and Its Control in Gambling  
Credits 3  
Analytical approach to patterns of gambling in America, nature of organized crime involvement, and development and implementation of forms of social control of organized crime in the area. Particular attention given to patterns of crime and regulatory control in Nevada gambling. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 711 - Criminological Research  
Credits 3  
Correlates of crime and theory-based research on crime causation. Implications for the major theoretical perspectives. Prerequisites: CRJ 701 and CRJ 702, graduate standing in criminal justice or consent of instructor.

CRJ 712 - Punishment and Corrections  
Credits 3  
Philosophies and practices of punishment and corrections. Contemporary theory, the prison environment, work and rehabilitation programs, parole, overcrowding, capital punishment, and alternatives to imprisonment. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 713 - Victimization  
Credits 3  
Problems confronted by victims of crime. The role of the victim in criminal offenses. Policy, advocacy issues, and victims' rights. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 714 - Theory Construction  
Credits 3  
Types of theory and levels of theoretical analysis. Empirical, logical, and conceptual considerations in the construction of theory. Problems and prospects for theoretical integration and the development of general theory. Prerequisites: Graduate standing in criminal justice, and CRJ 701 and CRJ 702, consent of instructor.

CRJ 715 - Criminal Justice Policy  
Credits 3  
Contemporary policies in criminal justice. Relationships among theory, policy, and practice. Attention to public opinion, legislative process, law enforcement administration, the courts, appellate review, issues of intergroup conflict, and civil rights. Prerequisites: Graduate standing in criminal justice or consent of instructor.

CRJ 716 - Graduate Readings in Criminal Justice  
Credits 3  
With faculty supervision, students pursue a personalized program of readings related to specific issues in criminal justice. Prerequisites: Graduate standing in criminal justice or consent of instructor, and CRJ 701 and CRJ 702.

CRJ 724 - Applied Research in Criminal Justice  
Credits 3  
Survey of research and statistical methods appropriate for evaluating criminal justice programs. Nature and role of program evaluation; impact and process assessment; presentation and interpretation of statistical results, ethics and politics of evaluation research. Prerequisites: CRJ 701, 702, 703

CRJ 796 - Comprehensive Examination  
Credits 3  
As part of the requirements for the Professional Degree Program, students must pass a written comprehensive examination designed to test students' ability to synthesize a body of knowledge in criminal justice. Prerequisites: CRJ 700, CRJ 702, CRJ 703, CRJ 705

CRJ 797 - Master's Thesis in Criminal Justice  
Credits 3 or 6  
Development of a research design and analysis of data relating to an issue of theoretical and empirical significance. Students expected to display the ability to integrate the elements of the core courses and related program of study. Notes: May be repeated to a maximum of six credits. Grading S/F grading only. Prerequisites: Graduate standing in criminal justice, consent of instructor, and CRJ 701, 702, 703, 704, and 705.

CRJ 798 - Applied Project in Criminal Justice  
Credits 3  
Research application in criminal justice or an evaluation of a specific criminal justice program. Notes: May be repeated to a maximum of six credits. Prerequisites: CRJ 701-705, and 724
CRJ 799 - Independent Study in Criminal Justice
Credits 3 or 6
Directed research on an issue of contemporary significance in criminal justice, culminating in the development of a research paper. Notes: May be repeated to a maximum of six credits. Prerequisites: Graduate standing in criminal justice or consent of instructor, and CRJ 701 and CRJ 702.

School of Environmental and Public Affairs

The School of Environmental and Public Affairs was created to assist the College of Urban affairs in its mission to prepare community leaders and address pressing societal issues. The school does this primarily through interdisciplinary activities including policy forums and the offering of a Ph.D. in Public Affairs. The following departments are components of the school:

- Environmental Studies
- Public Administration

Environmental Studies

Chair
Hassenzahl, David
(2000), Associate Professor; B.A., University of California, Berkeley; Ph.D., Princeton University.

Graduate Coordinator
Stave, Krystyna
(1997), Associate Professor, B.S. Cornell University, M.S. Dartmouth College, Ph.D. Yale University.

Graduate Faculty
Deacon, James E.
(1960), Professor; B.S., Midwestern University; Ph.D., University of Kansas.
Farnham, Timothy J.
(2002), Assistant Professor; B.A., Williams College; M.S., University of Michigan; Ph.D., Yale University.
Futrell, Robert
(1999), Associate Professor; B.A., University of Kentucky; M.A., Ph.D., University of Kansas.
Gerstenberger, Shawn
(1997), Assistant Professor; B.S., University of Wisconsin-Platteville; M.S., Ph.D., University of Illinois at Champaign-Urbana.

Hodge, Vernon R.
(1970), Professor, Chemistry; B.A., M.S., San Diego State University; Ph.D., University of California, San Diego and San Diego State University.
Neill, Helen
(1992), Associate Professor; B.A. Trinity University; M.A. Ph.D. University of New Mexico.
Smith Jr., William James
(2005), Assistant Professor.; B.A. University of Delaware; M.A. Towson University; Ph.D. University of Delaware
Spell, Terry Lee
(1996), Assistant Professor, Geoscience; B.S., West Georgia College; M.S., New Mexico Institute of Mining and Technology, Ph.D., State University of New York, Albany.
Steinberg, Spencer
(1989), Professor; B.A., Ph.D., University of California, San Diego.
Titus, Alice
(1977) Professor; A.B., College of William and Mary; M.A., University of Georgia; Ph.D., Florida State University.

The Department of Environmental Studies administers an interdisciplinary program offering M.S. and Ph.D. degrees in Environmental Science. At present two fields of concentration are available: 1) Environmental Chemistry and 2) Environmental Policy and Management. An Environmental Science Graduate Coordinating Committee appointed by the Dean of the Graduate School establishes policy for the degree program. The program descriptions for the Environmental Science degrees are provided here.

Students interested in pursuing degrees in chemistry or geology should refer to graduate program descriptions of the appropriate department in the College of Sciences.

Programs

Environmental Science M.S. & Ph.D

Description and Objectives of the Program
The graduate program in Environmental Science fosters an understanding of interrelationships between disciplines in addition to requiring depth of study in specialized areas. It emphasizes the need to understand the social context and environmental consequences of using science and technology to serve human needs. We require all students to take two core courses: Environmental Problem Solving (ENV 702), and Environmental Law and Policy Seminar (ENV 703). Other course work in support of a student’s specialization generally includes courses from several departments and student research often crosses disciplinary lines.

The general objectives of offering Ph.D. and M.S. degrees in Environmental Science at UNLV are to:
1. Promote the understanding of environmental systems, the relationship among science, environmental management and the human condition, and the effective management of that relationship.
2. Respond to local, state, regional, national and international needs for environmental professionals with advanced degrees.
3. Assist in the process of shifting toward more sustainable practices in our local community, state and throughout the world.
4. Encourage graduate students, undergraduate students, and faculty from various departments, colleges and NSHE institutions to collaborate in an effort to find new and creative solutions to environmental problems.
5. Assist in the development of expertise that will both support excellence in Environmental Science at UNLV and lead to the enhancement of disciplinary graduate programs of each department.
6. Provide opportunities and encouragement for both disciplinary and interdisciplinary student and faculty interactions that will promote team-building: undergraduate, graduate, faculty mentoring activities; community problem-solving; and enhance instructional programs at UNLV.
7. Support graduate student research with grants and contracts from extramural sources.
8. Encourage faculty and graduate student research on environmental projects developed in cooperation with the UNLV International Programs Office and institutions abroad.

Admission Requirements
Applications are reviewed twice per year: February 15 and November 15. Requirements 1-5 below must be met before applying to the program. Items 7 and 8 must be submitted directly to the Environmental Studies Department Office prior to the application review dates.
1. A bachelor’s degree from an accredited college or university.
2. Minimum of three credits of calculus or three credits of statistics and at least 12 credit hours in physical and/or biological sciences with grades of B or better.
3. A GPA of at least 3.00 on a 4.00 scale is required for admission.
4. Scores at or above the 50th percentile in all three areas of the Graduate Record Exam.
5. International students must take and obtain a score of at least 550 on the TOEFL exam.
6. Application to the Graduate College, submitted using the on-line application system.
7. Three letters of recommendation from professors, employers and/or professional colleagues.

The Graduate Coordinating Committee uses the Statement of Objectives to determine whether the necessary physical and intellectual resources exist at UNLV to allow the applicant to achieve her/his objectives. The statement will be used to identify and appoint an appropriate advisor for the first year of graduate study, and make other decisions regarding admissibility.

Degree Requirements for all Environmental Science Graduate Students
Each student admitted to the Ph.D. or the M.S. degree program in Environmental Science will be appointed an initial advisor. The initial advisor will help the student design an appropriate curriculum, evaluate possible research directions or opportunities, identify an advisor, and become aware of personnel and resources available in Environmental Science at UNLV. By the end of the first (M.S.) semester or second (Ph.D.) semester the student will select a chair of her/his Advisory Committee and, in consultation with that chair recommend membership on the Advisory Committee. The Advisory Committee and the chair are subject to approval by the Graduate Coordinating Committee. The Advisory Committee will assist the student in course selection and definition of a research topic for the thesis or dissertation. A minimum of 33 credits (of which at least 21 will be in 700-level courses) beyond the baccalaureate, including a minimum of six credits for thesis, is required for the M.S. degree. A minimum of 72 credits (of which at least 36 will be in 700-level courses) beyond the baccalaureate is required for the Ph.D. degree. Requirements for completion of each of the fields in these degree programs will frequently make it necessary for students to exceed these minimum credit requirements.

Students must make satisfactory progress each semester to remain in the program. Satisfactory progress is defined as filing an approved program before the completion of nine credits of course work, completion of the minimum required credits in the approved program per calendar year, maintenance of a GPA of at least 3.00, no grades below a C, and compliance with the Graduate Catalog. Any student whose GPA falls below 3.00 will be placed on probation and will have one semester to raise the GPA to a 3.00 or above. The program of study will be developed by the student and advisor and filed with the Graduate College. Prior to filing, the student’s graduate committee must approve the program. The program of study must be submitted by the second semester of study. Students must also fulfill the requirements specific to their field of study as described below.

Successful completion and oral defense of a dissertation is required for the Ph.D. degree. Successful completion and oral defense of a thesis is required for the M.S. degree. The student is advised to examine the specific information for each field of study for additional requirements.

Course Descriptions

ENV 601 - Advanced Environmental Toxicology
ENV 611 - Environmental Risk Management
Note: The 600-level courses listed above have been approved for graduate credit. A full description of this course may be found in the Undergraduate Catalog under the corresponding 400 number.

ENV 701 - Environmental Science Pro Seminar
Credits 3
Introduction to research approaches appropriate to the environmental sciences. Includes quantitative research design. Development of literature review and thesis/dissertation prospectus. Prerequisites: Graduate standing in Environmental Science program.

ENV 702 - Environmental Problem Solving
Credits 3
Examines the dynamic, interdependent and interactive relationships between human activities and ecosystems. Evaluates opportunities to shift toward more sustainable human behavior. Prerequisites: Graduate standing in environmental science or consent of instructor.

ENV 703 - Environmental Law and Policy Seminar
Credits 3
Substantive aspects of major federal environmental laws and their concomitant regulations, as well as the policy underlying their promulgation and implementation. The present status and implementation of the National Environmental Policy Act, the Clean Air Act, the Clean Water Act, the Resource Conservation and Recovery Act, and the comprehensive Environmental Response, Compensation and Liability Act. Examines the policies underlying the existing laws, their derivative regulations, and the changes being considered by Congress for these laws. Prerequisites: Graduate standing in environmental science or consent of instructor.

ENV 711 - Risk Assessment and Risk Management
Credits 3
Principles of risk management as related to exposure to environmental contaminants. Prerequisite: Consent of instructor.

ENV 712 - Environmental Risk Decision Making
Credits 3
Explores interface of technical information, experts, and environmental decision arenas. Major issues include decision making under uncertainty, risk perception, risk communication, and public participation in environmental risk modeling.

ENV 720 - Natural Resource Valuation
Credits 3
Exploration of the valuation literature including traditional, environmental, and experimental economics; physical sciences and philosophy. Methodologic and normative issues. Application and design of valuation tools. Prerequisites: ENV or equivalent.

ENV 725 - Quantitative Methods for Environmental Science
Credits 3
Quantitative research tools specifically developed for environmental science including models, data collection and statistical methods, both univariate and multivariate analyses. Emphasis on methods appropriate to student theses and dissertations.

ENV 735 - Risk-Benefit Assessment
Credits 3
History, philosophy and methodology of risk-benefit analysis for environmental and health decision making. Explores the history of assessing costs and benefits of public projects, describes the current status of cost-effectiveness analysis in risk regulatory policy. Develops tools to estimate and compare risks, costs and benefits associated with governmental, societal and private risk decision-making.

ENV 749 - Environmental Sciences Teaching Practicum
Credits 3
Introduction to methods and content for environmental science instructors. Tips, methods, styles, scholarship of teaching and learning. Prerequisites: Currently teaching undergraduate ENV course.

ENV 750 - Environmental Studies and Public Policy
Credits 3
Introduces the principles of public policy, science, and technology that shape environmental protection strategies in this nation and abroad. ENV 750 will act as a foundation policy course in the graduate program of the Department of Environmental Studies. Prerequisites: Graduate standing.

ENV 751 - International Environmental Policy
Credits 3
Examines environmental protection strategies on the international stage. Prerequisites: Graduate standing.

ENV 752 - Advanced Seminar in Environmental Studies and Public Policy
Credits 3
Explores special topics in the field of environmental policy. Prerequisites: ENV 750 or consent of instructor.
ENV 755 - Political Economy of Technology, Environment and Development
Credits 3
Critically examines the roles of political and economic systems as drivers of change in the areas of technology, environment and “development”. Themes include class, conservation, gender, history, natural resources, North-South conflicts, Third World, Trade, and “sustainability” theory and practice. Multicultural literature and cases, and multidisciplinary methods are utilized.

ENV 790 - Internship in Environmental Science
Credits 1 – 3
Individual students complete appropriate internship with private, public or non-profit organization involved in environmental management. Terms to be negotiated with and approved by internship supervisor and Graduate Coordinator. Notes: May be repeated to a maximum of six credits. Grading S/F

ENV 791 - Environmental Sciences Examination Preparation
Credits 3
Individual preparation for Masters Degree examination. Notes: May be repeated any number of times, but no more than three credits will count towards degree requirements. Prerequisites: ENV 701.

ENV 792 - Environmental Sciences Professional Paper Research
Credits 3 – 6
Individual research towards an applied professional paper under the direction of a faculty member. Notes: May be repeated any number of times, but no more than six credits will count towards degree requirements. Prerequisites: ENV 701.

ENV 793 - Independent Study in Environmental Science
Credits 1 – 6
Independent study of a selected topic in environmental science. Notes: May be repeated to a maximum of six credits. Prerequisites: Graduate standing in environmental science or consent of instructor.

ENV 794 - Special Topics in Environmental Science
Credits 1 – 3
Selected topic of current interest not covered in any existing course. Notes: May be repeated for a maximum of six credits. Prerequisites: Graduate standing in environmental science or consent of instructor.

ENV 795 - Thesis
Credits 3
Notes: May be repeated but only six credits applied to the student's program. Grading S/F grading only.

ENV 797 - Directed Readings
Credits 3
Individual research to develop doctoral dissertation prospectus under the direction of a faculty member. Notes: May be repeated any number of times, but no more than six credits will count towards degree requirements. Prerequisites: Admitted to ENV Ph.D. program, ENV 701.

ENV 798 - Dissertation Research
Credits 3 – 6
Research analysis and writing towards completion of dissertation and subsequent defense. Notes: May be repeated up to eighteen credits. Grading S/F grading only.

Public Administration

Chair
Lukemeyer, Anna
(1999), Associate Professor; A.B., Indiana University; J.D., LL.M., Southern Methodist University School of Law; Ph.D., Syracuse University.

Graduate Coordinator
Stream, Christopher
(2004), Assistant Professor; B.A., University of Nebraska; M.S., Ph.D., Florida State University.

Graduate Faculty
Bernick, E. Lee
(2000), Professor; B.A., M.A., Ph.D., University of Oklahoma.

Joaquin, M. Ernita
(YEAR), B.A., M.P.A, University of the Philippines; Dip.HR Studies, University of Manchester; Ph.D. in Political Science, Northern Illinois University.

Park, Sung Min
Assistant Professor; B.A Yonsei University, M.I.A.: Columbia University, Ph.D. in Public Administration: The University of Georgia.

Springer, Christine
(2001), Director of the Executive Master in Crisis and Emergency Management; B.A., University of Arizona; M.P.A., Arizona State University; Ph.D. Indiana University.

Thompson, William N.
(1980), Professor; B.A., M.A., Michigan State University; Ph.D., University of Missouri.

Word, Jessica
(2006), Assistant Professor; B.A., Queens College; M.P.A. Ph.D., Florida State University.
Professors Emeriti
Goodall, Leonard E.
(1979-2000), Emeritus President and Professor; B.A., Central Missouri State University; M.A., University of Missouri; Ph.D., University of Illinois.
Lowry, Phillip E.
(1983-1996), Emeritus Associate Professor; B.S., University of Maryland; M.S.B.A., George Washington University; D.B.A., Ph.D., Arizona State University.
Sutton, Richard
(1974-2006), Emeritus Associate Professor; B.A. Tulane University; Ph.D. University of North Carolina, Chapel Hill.
Tilman, Lee R.
(1967-1997), Emeritus Professor; B.S., Oregon State University; M.A., Ph.D., University of Arizona.

The Department of Public Administration within the Greenspun College of Urban Affairs offers several graduate level programs designed to meet the special educational needs of professional public administrators, nonprofit employees, health care administrators and individuals who must interact with governmental units. The Department offers two Graduate Certificate Programs (a Graduate Certificate in Public Management and a Graduate Certificate in Nonprofit Management) and two Master degree Programs (the Master in Public Administration and an Executive Master in Crisis and Emergency Management). Moreover, the Department of Public Administration is the host unit for the Ph.D. in Public Affairs.

Executive Crisis and Emergency Management
M.S.

The ECEM program is a professional degree designed to maximize the expertise of experienced professionals from numerous disciplines, levels, and regions, thereby providing the opportunity to both advance individual philosophies and to gain broad exposure to a wide variety of other techniques and methodologies to effectively address natural, intentional, and technical disasters. The degree offers enhanced professional growth for the individual and a contribution to a developing body of knowledge. The program is intended for mid- to upper level incident response managers and policy makers from the federal, state, and local level. Private sector candidates must have strong background in incident response, or be in a position that requires significant responsibility and governmental interface in this arena.

Please note that the ECEM program is a special tuition and fee based program approved by the Board of Regents. To find the current fee structure go to the Program’s website at the Department of Public Administration.

Admission Requirements
1. A Baccalaureate degree from a regionally accredited college or university.
2. A minimum grade point average of 2.75 overall for all undergraduate work.
3. A completed Graduate College application.
4. Submission of official transcripts from all colleges and universities attended.
5. A resume which should indicate professional experience.
7. A nonrefundable admission application of $60. A check or money order should be made payable to Board of Regents.

All the above should be sent to:
ECEM Program
Department of Public Administration
4505 S. Maryland Parkway, Box 456026
Las Vegas NV 89154-6026

General Program Structure
The degree requires the twelve courses listed below (36 credits), taken both on-line and on campus. All students who enter the program are expected to complete the program as a cohort. Each cohort will come to campus for several in-class sessions; the remainder of the educational experience involves interaction with instructors and classmates via web-based application, e-mail, and telephone.

ECEM 711 - Crisis and Emergency Management
ECEM 712 - Science of Catastrophes
ECEM 713 - Evolution of Terrorism
ECEM 714 - Intergovernmental Affairs
ECEM 721 - Organizational Leadership
ECEM 722 - Community Preparedness
ECEM 723 - Human Considerations
ECEM 724 - Exercise Design and Response Plan
ECEM 731 - Risk Assessment, Mitigation and Communication
ECEM 732 - Prevention and Planning
ECEM 733 - Response and Recovery

Course Execution
1. Students will evaluate, develop, and implement exercises designed to test their ability to apply course content.
2. Students will be required to complete course work through the University’s web campus educational system.
3. Students are expected to enroll in a full course load each module and finish with the initial cohort.
Nonprofit Management Certificate

The Department of Public Administration offers a Graduate Certificate in Nonprofit Management. The Certificate is designed for individuals with either a baccalaureate degree or a graduate degree who are interested in enhancing their educational background with regard to the nonprofit sector. The Certificate is designed to provide individuals the intellectual foundation to function as a manager in nonprofit organizations.

Admission Requirements
Applicants must have earned an undergraduate degree from a regionally accredited college or university. They should also submit a letter explaining their interest in the Certificate in Nonprofit Management. Applicants must submit two letters of reference and a resume. Applicants must be accepted by the Graduate College and the Department of Public Administration.

Program Description
Students will be required to complete fifteen credits of graduate work and complete an environmental scan of a nonprofit agency. Twelve of the fifteen credit hours will be comprised of courses that can be counted as electives in the Master of Public Administration degree (the remaining three credits are earned by taking a required core course in the MPA program: PUA 708 - Seminar in Public Personnel Administration).

The Certificate program requires
- PUA 770 - Nonprofit Management and Theories of the 3rd Sector
- PUA 708 - Seminar in Public Personnel Administration
- PUA 774 - Community Outreach and Volunteerism
- PUA 775 - Strategic Planning and Program Evaluation for Nonprofits
- PUA 776 - Development for Nonprofit Managers

Plus three one credit courses

Students must also enroll in three one credit courses relevant to the program. A list of courses offered each summer can be found at the department’s website.

Capstone Experience
Certificate program students are required to submit a final project paper that uses knowledge and skills obtained from the Certificate’s course work and applies this information to an organization of their choice. Specific guidelines for the paper may be obtained at the Department of Public Administration office.

Relationship to M.P.A. Degree
Students earning the certificate may apply for admission into the Master of Public Administration degree program. If accepted, the fifteen credits earned in the certificate program may be applied to the M.P.A. Please contact the department for further information on admissions to the M.P.A.

Public Administration M.P.A.

The Master of Public Administration degree is designed to provide the public administrator with an understanding of the governmental and economic environment in which he or she must work. In addition to serving administrators in governmental organizations, the program is appropriate for career military personnel, nonprofit organization administrators, and those in the private sector especially Health Care Administration professionals whose responsibilities involve extensive contact with governmental agencies and public sector personnel.

Courses within the program are scheduled during the evenings and weekends to meet the needs of employed students. Graduates of the program will have an understanding of governmental structure and organizations, the essential principles of public management, and the theory and methods of research concerning public administration and the development of public policy. Graduate work in the program provides an awareness of the organizational contexts within which public sector administrators make and implement decisions, as well as training in the skills of administration and management. The M.P.A. is fully accredited by the National Association of Schools of Public Affairs and Administration (N.A.S.P.A.A.).

Admission Requirements
All applications for admission to the M.P.A. program are made to the Graduate College but are reviewed by the M.P.A. Admission’s Committee. The committee considers all training and preparation, general abilities, and previous experience.

An application form, and official transcripts of all college level work, must be submitted to the Graduate College.

In addition, the applicant should have:
1. An earned bachelor’s degree in an acceptable field of undergraduate study.
2. A GPA of at least 2.75 overall or 3.00 in the last 60 semester hours of undergraduate study.
3. Satisfactory score on either the Graduate Record Examination (GRE)—combined score of at least 900 on the verbal and quantitative sections—or a comparable score on the Graduate Management Admissions Test (GMAT). Applicants with an undergraduate GPA of 3.5 and five years of responsible administrative or professional work experience in the public or nonprofit sector need not submit GRE or GMAT scores.

Applications who have completed the department’s Graduate Certificate in Public Management with a GPA
of 3.5 or higher need not submit GRE or GMAT scores. The GRE scores should be sent directly to the Department.
4. At least one year of responsible administrative or management experience in a public agency or permission of the coordinator of the M.P.A. program.
5. Three letters of reference sent to the Department.
6. A resumé indicating educational and professional experience sent to the Department
7. A personal statement describing how the MPA fits into the applicants professional goals.
8. An official transcript from the college or university where the applicant received a bachelor’s degree should be sent to the Department.

Degree Requirements
The M.P.A. degree requires 36 credits of approved course work. For students without appropriate professional administrative experiences, the degree requires an internship and a total of 39 hours. All students entering the program should start with: PUA 701 - Principles of Public Administration, a class designed to provide a general overview of the field. With this foundation, the student then embarks upon the rest of the program.

There are four main parts to the M.P.A. program: a core set of courses focusing on general administrative and management skills; a set of courses developing students’ analytical skills; a concentration developed through electives; and completion of a final project. Students enroll in PUA 791 - Topics in Administration to complete their final project which is taken after completing either PUA 725 or PUA 726. The final project applies analytical skills to an issue of interest to a governmental or nonprofit agency and should be completed near the end of a student’s program of study.

All electives must be approved by the Director of the M.P.A. program in a concentration area.

In selecting courses to distribute over these four areas, the student will meet with an academic advisor and write a formal degree plan, which must have the approval of the M.P.A. coordinator. At least one course taken as an elective must be designated as a writing extensive.

Students must obtain a B average in order to graduate. A student can have no more than one grade less than a B-. It is assumed that students working full time and taking courses on a part-time basis can complete the M.P.A. program in two and one-half years of study.

General Program Structure - Total Credits: 12
PUA 701 - Principles of Public Administration
PUA 703 - Seminar In Organization Theory
PUA 704 - Seminar in Fiscal Administration
PUA 708 - Seminar in Public Personnel Administration

Analytic Studies - Total Credits: 9
PUA 721 - Quantitative Methods for Public Administration

Electives - Total Credits: 9

Applied Analytical Project
PUA 791 - Topics in Administration
PUA 709 - Internship Program in Public Administration (required of students without appropriate professional public administrative experience)

M.P.A. with Non-Profit Management Concentration
Students interested in the Nonprofit concentration enroll in all of the courses listed in the Certificate program.

Public Management Certificate

The Department of Public Administration offers a Graduate Certificate in Public Management. The certificate is designed for individuals with a baccalaureate degree and who are currently employed in a public (national, state, or local) or nonprofit agency. The certificate is designed to provide individuals the basic intellectual foundation necessary to function as a manager in the public sector.

Students will be required to complete fifteen hours of graduate work and complete an environmental scan of an agency, normally the one where they are employed, which will serve as the capstone experience. Twelve of the fifteen credit hours will be comprised of courses currently required in the Master of Public Administration degree. Students will earn an additional three credits by enrolling in three one credit courses designed to meet specific technical needs of public managers.

Admission Requirements
Applicants must have earned an undergraduate degree from a regionally accredited college or university. Moreover, they must be currently employed in a public agency at the national, state, or local level. As it currently is configured, admissions into the certificate program is only permitted if a student enters a cohort that is being sponsored by a government agency. Applicants must be accepted by the Graduate College and the Department of Public Administration.

Certificate Requirements: 12 Total Credits
PUA 701 - Principles of Public Administration
PUA 703 - Seminar In Organization Theory
PUA 704 - Seminar in Fiscal Administration
PUA 708 - Seminar in Public Personnel Administration

414 University of Nevada, Las Vegas
Three credits from the following one credit topic courses:

PUA 792 - Current Issues in Public Administration
• Grant Writing
• Strategic Planning
• Lobbying Information Presentation
• Ethics
• Performance Measure

Capstone Experience
Certificate program students are required to submit a final project paper that uses knowledge and skills obtained from the course work and applies this information to an organization of their choice. Specific guidelines for the paper may be obtained at the Department of Public Administration office.

Relationship to M.P.A. Degree
Students earning the certificate may apply for admission into the Master of Public Administration degree program. If accepted, the fifteen credits earned in the certificate program may be applied to the M.P.A. Please contact the department for further information on admissions to the M.P.A.

Course Descriptions

ECEM 711 - Crisis and Emergency Management
Credits 3
Focuses on the evolution of U.S. disaster policy and the practice of emergency management, with particular attention to the roles of local governments and nonprofit agencies in disaster management. The course examines the major policy issues, including the utility of “all-hazard” or comprehensive model of emergency management. **Prerequisites:** Admission into program.

ECEM 712 - Science of Catastrophes
Credits 3
Offers an understanding of the underlying scientific issues that arise from natural, intentional, and technical disasters. Presents information at a managerial level, providing students with a sufficient overview to recognize and understand the complexity of potential catastrophic events which they must plan for and manage. **Prerequisites:** Admission into the ECEM program.

ECEM 713 - Evolution of Terrorism
Credits 3
Focuses on the historical roots of terrorism and stresses importance of understanding the past to adequately prepare for the future. Through a historical perspective, provides basis for and discusses aspects that make contemporary terrorism of today different from traditional terrorism of the past. Formerly (ECEM 742) **Prerequisites:** Admission into program.

ECEM 714 - Intergovernmental Affairs
Credits 3
Overview and analysis of intergovernmental issues facing public administrators involved in the administrative, regulatory, and political dimensions of emergency management. Provides information about the political system in which emergency managers must navigate and an overview of key governmental agencies and actors. **Prerequisites:** Admission into the ECEM program.

ECEM 721 - Organizational Leadership
Credits 3
Provides introduction to leadership and organizational theory in the context of emergency management. Examines theory and develops a range of skills in a number of interpersonal areas: conflict management, use of power, group dynamics, and leadership and influence. **Prerequisites:** Admission into program.

ECEM 722 - Community Preparedness
Credits 3
Provides an understanding of how communities prepare for disasters through social vulnerability analysis and community capacity analysis. It examines historical, geographical, social, and cultural factors and conditions that put people differentially at risk in the community and require integration and coordination among agencies and organizations. **Prerequisites:** Module 1 Corequisite Module 2 courses

ECEM 723 - Human Considerations
Credits 3
Explores the human side of emergencies, by analyzing the public response to a terrorist incident, the public health implications of a major incident, the psychological component, and the long-range environmental considerations that must be taken when responding to an incident. **Prerequisites:** Admission into program.

ECEM 724 - Exercise Design and Response Plan
Credits 3
Provides a synthesis of student learning by providing thorough instruction in the fundamentals of simulating disasters, planning and conducting table-top exercises, planning and conducting functional full-scale exercises, as well as drafting organizational response plans. **Prerequisites:** Module 1 Corequisite Module 2 courses

ECEM 731 - Risk Assessment, Mitigation and Communication
Credits 3
This course explores the use of “risk” in making individual and group decisions. We will explore qualitative and quantitative methods for evaluating risk and develop practices to use such information to improve decision making processes in the context of emergency management. Corequisite Admission into Program
ECEM 732 - Prevention and Planning
Credits 3
This course analyzes the methods by which governmental organizations, private sector entities, and the general public can prevent and prepare for natural, intentional, and technical disasters. It will discuss topics such as vulnerability and threat assessments, resources and capabilities identification/integration, and training and exercise programs. Corequisite/Prerequisite Admission into Program

ECEM 733 - Response and Recovery
Credits 3
Studies crisis management responses pertaining to terrorist activities. Covers principles, characteristics, objectives, phases, organizational requirements, command and control issues, planning and coordination, incident site management, crime scene management, and responsibilities and capabilities of federal and state/local agencies for terrorist incidents. Formerly (ECEM 740) Prerequisites: Admission to program.

Credits 3
This course provides a culminating experience for students to demonstrate proficiency in applying the fundamentals of disaster simulation, table-top exercise formulation and execution, functional full-scale exercise formulation and execution and organizational response plan creation. It will require mastery and integration of previously presented program topics. Corequisite/Prerequisite Admission into Program

ECEM 741 - Regional Overview of Terrorism
Credits 3
Studies the threat of terrorism pertaining to various regions and specific countries of the world. Focuses on nature of terrorism in contemporary society from an international perspective and provides an examination of the history, objectives, and favored tactics of major terrorist organizations on a regional basis. Prerequisites: Admission into the program.

PUA 701 - Principles of Public Administration
Credits 3
Survey of the field of public administration with an introduction to the functions of finance, personnel administration, evaluation, research and planning. Same as (SWK 763) Prerequisites: Enrollment in the M.S.W. or M.P.A. program or consent of instructor.

PUA 703 - Seminar In Organization Theory
Credits 3
Analyzes organizations as functioning social units. Emphasis on organization design, structure, processes, and external relationships. Formerly (PUA 713)

PUA 704 - Seminar in Fiscal Administration
Credits 3
Provides an overview of fiscal administration in the public sector at all levels of government. Introduces students to basic concepts and practices in two key areas: government revenues and budgeting. Formerly (PUA 714) Same as (SWK 765) Prerequisites: PUA 701 or consent of instructor.

PUA 708 - Seminar in Public Personnel Administration
Credits 3
Includes advanced reading, discussion and research in personnel problems as seen in the public and nonprofit sector. Formerly (PUA 718) Same as (SWK 767) Prerequisites: PUA 701 or consent of instructor.

PUA 709 - Internship Program in Public Administration
Credits 1 – 6
Graduate students have a work assignment in a public agency at the national, state, or local governmental level and make regular reports on work activities and assigned readings.

PUA 710 - Accounting for Public Service Managers
Credits 3
Introduces financial accounting statements from the perspective of the user. Covers principles and concepts of cost accounting from a managerial perspective. Covers financial accounting for investor owned, government, and not-for-profit organization. Prerequisites: Facility with spreadsheet software is strongly recommended.

PUA 711 - Seminar in Administrative Behavior
Credits 3
Introduces computer-based information systems from the perspective of the public sector manager. Presents the theoretical aspects of organizational computing. Covers such management issues as computer security concerns, health-safety issues, privacy and confidentiality.
requirements, ADA requirements, training issues, and decision-making applications. Formerly (PUA 720)

**PUA 713 - E-Government Implications for Public Sector Organizations**
Credits 3
Introduces e-government from the perspective of the public sector organization. Presents theoretical aspects of Internet based systems. Covers such management issues as security, ADA requirements privacy statements, and the provision of services on the web. Discusses organizational implications of providing services on line and the use of change management. Formerly (PUA 721) Prerequisites: PUA 712 or consent of instructor.

**PUA 715 - Administrative Law**
Credits 3
Branch of law that deals with public administration. Examines authority upon which administrative agencies operate and limits necessary to control agency action. Attention given to procedures governing rule making, administrative adjudication, and judicial review. Prerequisites: PUA 701 or consent of instructor.

**PUA 718 - Career Development and Performance Appraisal in the Public Sector**
Credits 3
Investigates how and why government agencies should develop career-stage appropriate employee development programs. Students gain greater appreciation of public sector employee evaluation systems. Formerly (PUA 728) Prerequisites: PUA 708 or consent of instructor.

**PUA 719 - Personnel Assessment and Selection**
Credits 3
Covers legal and technical aspects of personnel selection. Concentrates on assessment center process for diagnosing management skills and selection in the public sector. Prerequisites: PUA 701 or consent of instructor.

**PUA 721 - Quantitative Methods for Public Administration**
Credits 3
Quantitative techniques used in program design and evaluation. Coverage includes such topics as measurement, tests of significance, and measures of association. Includes descriptive and inferential statistics and forecasting methods. Formerly (PUA 722) Prerequisites: PUA 701 or consent of instructor.

**PUA 723 - Research Design for Public Administration**
Credits 3
Introduction to empirical research methods useful for analysis of public policies and programs. Includes techniques such as survey research, experiments, quasi-experiments, case studies, and qualitative methods. Students learn to understand, evaluate, and undertake basic empirical research of topics relevant to public administration and public policy. Prerequisites: PUA 701 or consent of instructor.

**PUA 725 - Policy Analysis and Program Evaluation**
Credits 3
Introduces students to the practical aspects of program evaluation, and the methodologies employed to analyze a program and to conduct an evaluation in the public and nonprofit sectors. Prerequisites: PUA 721 and PUA 723 or consent of instructor.

**PUA 726 - Policy Analysis**
Credits 3
Introduction to skills and knowledge of concepts, techniques and theories of policy analysis. Prerequisites: PUA 701, PUA 721, and PUA 723 or consent of instructor.

**PUA 727 - Theory and Practice of Public Sector Survey Research**
Credits 3
Provides the theoretical and applied components of survey research. Students learn the basics of all elements of the survey process. Same as (PAF 717) Notes: Students will participate in an actual survey. Prerequisites: Admission to a graduate program.

**PUA 735 - Public Regulation of Gambling**
Credits 3
Development and control of the legalized gambling industry in its many forms. Comparative analysis of regulatory models for casino, lottery, pari-mutuel, and charity gambling in Nevada and other jurisdictions. Emphasis given to procedures for insuring financial and legal integrity of gambling. Prerequisites: PUA 701 or consent of instructor.

**PUA 740 - Urban Administration**
Credits 3
Urban management approached from the viewpoint of the chief administrator. Some consideration given to the city as an organic economic, political and social institution. Emphasis on administrative exercise of leadership decision making and various functional activities. Prerequisites: PUA 701 or consent of instructor.

**PUA 742 - State Government Administration**
Credits 3
Focuses on the administration of state government functions in general, with emphasis on the state government of Nevada. Covers the economic and political environment of the state and the role of state government in the federal system. Prerequisites: PUA 701 or consent of instructor.
PUA 745 - Administration in a Federal and Intergovernmental Perspective
Credits 3
Provides students with understanding of the issues and problems of administering public programs in a federal system. Emphasis placed on how all levels of governments work together. Studies role of grants, mandates, and state/federal statutes on administrators. Formerly (PUA 706) Same as (ECEM 714)

PUA 750 - Education Policy
Credits 3
Examines governmental policy and structure affecting elementary and secondary school finance, administration, and management. Reviews the history and impact of various structural and policy reforms proposed from 1950 to the present. Analyzes structure, policy, and reforms in terms of equity, effectiveness in facilitating student achievement, and other criteria. Same as (PAF 750)

PUA 751 - Origins and Development of Public Policy in America
Credits 3
Examines the development of public policy in America especially as it is driven by citizen's needs. In addition, it examines the impact of public policy on society Same as PAF 701 Prerequisites Graduate standing.

PUA 755 - Impacts of the Gaming Industry
Credits 3
Comprehensive course dealing with the political, social, and economic impacts of the world-wide gambling industry. Special attention given to economic development impacts in the public sector with the establishment of various kinds of gambling. Formerly (PUA 736) Prerequisites: PUA 701 or consent of instructor.

PUA 756 - Policy Implementation
Credits 3
Provides students an introduction to current models of implementation and the means for assessing both theory and methods; provides a bridge between the literature on policy analysis and program evaluation; offers students the opportunity to apply theoretical frameworks to practical situations.

PUA 760 - Political Economy
Credits 3
Survey of the field of political economy since 1945 with emphasis on alternative theories of the role of government, value, and distribution. Focus on the ideological structure of neomarxism, neoinstitutionalism, social economics and postkeynesianism as well as the neoclassical synthesis, monetarism and public choice. Formerly (PUA 732) Prerequisites: Graduate standing in the M.P.A. or Economics programs or consent of instructor.

PUA 770 - Nonprofit Management and Theories of the 3rd Sector
Credits 3
Examines the legal and other definitions of the 3rd sector, the sector's distinctive values, its contributions to civil society, its role vis-à-vis the government and business sectors, and current conditions in and challenges for the sector. In addition, the course will serve as an introduction the principal skills, knowledge, and abilities that are involved in the management of nonprofit organizations.

PUA 774 - Community Outreach and Volunteerism
Credits 3
Provides a general overview of Volunteer Management as it relates to the field of public administration. Introductory course emphasizes non-profit as part of the MPA program and introduces students to the basic concepts and issues surrounding the development and management of community based volunteer programs.

PUA 775 - Strategic Planning and Program Evaluation for Nonprofits
Credits 3
Provides the capability to understand, plan, implement and evaluate strategies and programs so as to take advantage of opportunities and effectively manage challenges facing their organization. Teaches students to analyze how strategic planning and evaluation strategies differ from those used in the private sector. Emphasis is on management strategies that distinguish nonprofits from for-profits and public agencies and the challenges facing each.

PUA 776 - Development for Nonprofit Managers
Credits 3
Introduction to fundraising for nonprofit organizations, including annual giving, major gifts, planned giving, and campaigns.

PUA 791 - Topics in Administration
Credits 3 – 6
Emphasizes the intensive specialized study of a selected administrative topic. Involves advanced study, reading, and analysis culminating in a written report and designed to supplement the learning provided by the tool and theory courses. Grading S/F grading only. Prerequisites: PUA 725 or PUA726 or consent of instructor.

PUA 792 - Current Issues in Public Administration
Credits 1 – 6
Examination of timely issues in the field with special attention to the needs of the practitioner. Notes: May be repeated to a maximum of nine credits.
PUA 795 - Formulating Administrative Strategies in the Public Sector
Credits 3
Integrating course in public administration. Covers the analysis of alternative administrative strategies. Emphasis placed on the modern role and techniques of administration. Case studies and administrative problems considered. Focus on the use of contemporary techniques in finding solutions to practical administrative problems. Prerequisites: Open only to M.P.A. Students.

PUA 798 - Research in Public Administration
Credits 1 – 6
Individual research projects under the direction of a faculty member. Notes: May be repeated to a maximum of six credits. Prerequisites: PUA 701 and 723 and/or consent of instructor.

Hank Greenspun School of Journalism & Media Studies

Director
Stout, Daniel
(2006), Professor; B.A., Brigham Young University; M.A., University of Georgia; Ph.D., Rutgers University.

Graduate Coordinator
Borchard, Gregory
(2003), Associate Professor; B.A., M.A., University of Minnesota; Ph.D., University of Florida.

Graduate Faculty
Bates, Stephen
(2006), Assistant Professor; B.A., J.D., Harvard University.

Ferri, Anthony J.
(1985), Professor; Honors B.A., University of Windsor; M.A., Ph.D., Wayne State University.

Kilker, Julian A.
(1999), Associate Professor; B.A., Reed College; M.S., Ph.D., Cornell University.

Larson, Gary
(1997), Assistant Professor; B.A., University of Minnesota; M.A., North Dakota State University; Ph.D., University of Minnesota.

Mullen, Lawrence J.
(1994), Professor; B.A., Buffalo State College; M.A., University of Maryland; Ph.D., University of Iowa.

Sohn, Ardyth B.
(2005), Professor; B.A., University of Illinois; M.A., Ph.D., Southern Illinois University.

Traudt, P.J.
(1996), Associate Professor; B.A., University of Colorado-Boulder; M.A., University of Utah; Ph.D., University of Texas-Austin.

The Hank Greenspun School of Journalism and Media Studies offers the Master of Arts degree. The course of study is designed to emphasize research and theoretical exploration in various areas of journalism, and the form and content of the media. The courses are designed to help students acquire the tools to conduct graduate-level research and produce scholarship. The program also caters to those with a professional orientation thus allowing students to investigate areas such as advertising, media management, public relations, television and film, the Internet and emerging media forms and their effects at the social and individual levels. The program aims to develop a deep understanding of the media to make students better consumers of the media, developers of mediated messages, critics of mediated subject matter, and experts on journalistic and mass mediated problems and issues.

All students are required to take four introductory courses; Survey of Journalism and Media Studies, Qualitative Research Methods, Quantitative Research Methods, and Journalism and Media Theory (JMS 712, JMS 711, JMS 710, and JMS 730). Because each student’s goals are unique, the program is flexible in developing individual program curricula. The objective is to balance the discipline’s varied traditions in theory, history, and research with attention paid especially to the changing media landscape of the twenty-first century.

Journalism & Media Studies M.A.

Admission Requirements
Students should send application and college transcripts to the Graduate College. In addition, the following should be sent directly to the Graduate Coordinator of the Hank Greenspun School of Journalism and Media Studies:
1. A copy of your undergraduate transcripts (you must have a GPA of at least 3.00 in the last 90 credits of undergraduate course work).
2. Satisfactory scores on the verbal and quantitative sections of the Graduate Record Examination (GRE).
3. At least three letters of recommendation from people who are able to attest to the applicant’s ability to do graduate-level work. At least one of these letters should come from a former or current professor or college-level instructor.
4. A letter of intent detailing the applicant’s goals and expectations as a graduate student in journalism and media studies.
5. A writing sample such as a college course term paper.

Journalism & Media Studies M.A.
Degree Requirements
All fully admitted students are required to complete the programs’ four core courses:

JMS 710 - Survey of Journalism and Media Studies
JMS 711 - Qualitative Research Methods
JMS 712 - Quantitative Research Methods
JMS 730 - Journalism and Media Theory

Students have the choice of doing research leading to the writing of a thesis (Thesis Track) or completing a program of course work leading to a comprehensive examination (Examination Track). The master’s degree program is designed to meet the student’s professional and/or personal objectives. Although an undergraduate degree in journalism, broadcasting, media studies, or communication is not required for admission to the program, a student without a background in these related fields may be required to complete additional course work at the graduate or undergraduate level in order to satisfy minimum expectations of someone entering a graduate course of study.

Thesis Track
In this track students complete a minimum of 30 credit hours of approved course work plus six hours of thesis credits. The classes may include up to six credits outside the Hank Greenspun School of Journalism and Media Studies. Nontraditional forms of the thesis are allowed if they are consistent with the overall objectives of the program. An oral examination of the thesis is required.

Examination Track
In this track students complete a minimum of 36 credit hours of course work. No more than nine hours may be taken outside the Hank Greenspun School of Journalism and Media Studies. Students then take a comprehensive examination which they have to pass. The examination is taken over a two-day period with the student writing for between four to six hours each day. An oral examination then follows. A Graduate Record Portfolio is also required, the specifics of which are outlined in a handbook developed by the school. The handbook is available upon request.

General Notes
1. The Graduate Coordinator is the temporary advisor for all new, incoming graduate students. Before completing 16 credit hours, the student selects a permanent advisor who mentors the student through the remainder of the program and guides them in the thesis or examination process.
2. Students are responsible for determining a program of study and submitting the proper paperwork to the Graduate College before they complete 16 credit hours of course work. The student’s advisor and Graduate Coordinator approve the program of study.

3. A passing grade in any graduate-level course is B- or better. Any course grade of C+ or lower will not be included in the student’s degree program. All grades, pass or fail, are calculated to produce the student’s GPA. Students can repeat a course to try to better a grade. To graduate, the master’s student must have a GPA of 3.00 or higher in his or her accumulated course work.
4. A student who fails the oral examination for the thesis or the comprehensive examination is allowed to reschedule the oral examination no sooner than three months after the first attempt. Failure on the second attempt results in the student being separated from the program.
5. The Hank Greenspun School of Journalism and Media Studies matriculates graduate students only in the fall semester.
7. For additional information, check the school’s website.

Course Descriptions

JMS 601 - The First Amendment and Society
JMS 608 - Media Criticism
JMS 620 - Visual Literacy
JMS 635 - Mass Communication Research Methods
JMS 684 - Mass Media and Political Communication
JMS 685 - Mass Media and Society
JMS 687 - Ethics in Mass Media

Note: The courses listed above are approved for use in graduate programs for Master of Arts candidates. A full description of this course may be found in the Undergraduate Catalog under the corresponding 400 number.

JMS 710 - Survey of Journalism and Media Studies
Credits 3
Introduction to graduate research writing including learning the proper technical aspects of academic writing; also surveys the fields of journalism and media studies and their interrelationships; past, present, and future issues; overview of the program. Prerequisites: Graduate standing.

JMS 711 - Qualitative Research Methods
Credits 3
Fundamentals of humanistic research methodologies; examines such methods as case study, ethnography, focus groups, interviews, visual methods, and other qualitative and critical research methods. Notes: Application and critique of the methods. Prerequisites: Graduate standing.
JMS 712 - Quantitative Research Methods  
Credits 3  
Fundamentals of scientific approach to research examined and applied; surveys, content analysis, and other methods appropriate to the study of journalistic and media messages, processes, and effects examined. **Prerequisites:** Graduate standing.

JMS 713 - History of Journalism and Mass Communication  
Credits 3  
Critical analysis of historical research and scholarship in journalism and media studies including primary sources and methods. Development of a research project. **Prerequisites:** Graduate standing.

JMS 715 - Science and Health Communication  
Credits 3  
Investigates the application of communication theory and research to understanding processes through which information related to science, health, environment, and technology reaches the public. Emphasis on mediated communication but also considers the interrelated roles of other channels.

JMS 730 - Journalism and Media Theory  
Credits 3  
Explores and explains various media phenomena at a theoretical level. Surveys theoretical ideas, the nature of theory, specific theories in the field and those from other fields related to the discipline. Theory evaluation and metatheoretical issues. **Prerequisites:** Graduate standing.

JMS 733 - First Amendment Theory  
Credits 3  
Examination of theory development on the meaning of the press and speech clauses of the First Amendment and how First Amendment theory has been reflected in legal decisions. **Prerequisites:** Consent of instructor.

JMS 739 - Special Problems in Media Production  
Credits 3  
Discussion and practical experience in production techniques of the mass media. Notes: May be repeated to a maximum of six credits. **Prerequisites:** Consent of instructor.

JMS 760 - Social Influence of the Media  
Credits 3  
Analysis of mediated communication patterns and their social importance; considers both news, public affairs, and entertainment influences. Notes: Emphasis may vary depending on instructor.

JMS 761 - Journalism and Media Policy and Regulation  
Credits 3  
In-depth examination of regulation and policy aspects of broadcasting with emphasis on legal research in telecommunications.

JMS 784 - The Media and Politics  
Credits 3  
Examines the relationship between the media and political leadership, policymaking, campaigns, and related issues. Looks at the mediation of political reality. **Prerequisites:** Graduate standing.

JMS 789 - Selected Topics in Journalism and Media Studies  
Credits 3  
Content varies with current developments in research in Journalism and Media Studies. Notes: May be repeated to a maximum of six credits with consent of instructor and department chair. **Prerequisites:** Consent of instructor.

JMS 794 - Special Readings  
Credits 3  
Content dependent upon the instructor's interest and expertise, as well as student interest and requirements. Notes: Course may be repeated to a maximum of six credits. **Prerequisites:** Graduate standing.

JMS 795 - Independent Study  
Credits 1 – 4  
Supervised study in subjects and projects determined in consultation with a faculty member. Students wishing to take this course must consult with the faculty member prior to registration. Notes: May be repeated to a maximum of six credits. **Prerequisites:** Faculty approval.

JMS 798 - Thesis  
Credits 3  
Notes: May be repeated but only six credits apply to the student's program. Grading S/F grading only. **Prerequisites:** Graduate standing only.

**Marriage & Family Therapy**

Chair  
Weeks, Gerald R.  
(1999), Professor; B.A., M.A., East Carolina University; Ph.D., Georgia State University.

Graduate Coordinator  
Fife, Stephen T.  
(2003). Assistant Professor. B.S., M.S., Ph.D. Brigham Young University.
Graduate Faculty
Blumer, Markie C.L.
(2009). Assistant Professor. B.S. M.Ed., Northern Arizona University; M.A., University of Louisiana, Monroe; Ph.D., Iowa State University.
Hertlein, Katherine M.
(2004). Assistant Professor. B.S., Truman State University; M.S., Purdue University Calumet; Ph.D., Virginia Polytechnic Institute.
Peterson, Colleen M.
(1999). Assistant Professor in Residence, Center for Individual, Couple, and Family Counseling. B.A., M.S. Brigham Young University; Ph.D., Kansas State University.

Professors Emeriti
Emerson, Shirley
(1984-2000), Emeritus Professor; B.A., Rice University; M.A., Ph.D., University of Michigan.
McBride, Martha
(1975-1999), Emeritus Professor; B.A., M.Ed., University of Florida; Ed.D., University of Georgia.

The Department of Marriage and Family Therapy (MFT) offers a Master of Science degree and a graduate certificate. The M.S. degree program in marriage and family therapy is the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE). Marriage and Family Therapy is a theory-based professional practice. The program emphasizes putting theory into clinical practice. This practice includes supervised clinical experiences in the on-campus Center for Individual, Couple and Family Counseling. Students complete an approved internship in the community.

Students are required to obtain 500 hours of face-to face clinical contact through practica and internship site experiences.

The philosophy of the MFT faculty is based upon values of individual worth and dignity, personal uniqueness and value, and individual freedom to be self-determined within a context of responsibility to others. Program faculty represent a wide variety of therapy approaches and are actively involved in research related to the profession of marriage and family therapy. Students are encouraged to become informed consumers of therapy literature and research. The program also emphasizes the importance of personal growth of the student. Since personal qualities play a vital part in the determination of success as a therapist, opportunities are provided for the development of self-awareness, as well as an understanding of the effect one has upon others in interpersonal relationships.

The mission of the MFT department is to provide quality training in the theory and practice of marriage and family therapy to students primarily from the Southern Nevada region, but also those from the state, across the country, and throughout the world. We are committed to helping students become competent professionals through developing greater self-awareness, appreciating and embracing diversity, learning the art and science of clinical practice, and promoting a sense of ethical behavior, professionalism and professional identity.

Marriage & Family Therapy Certificate

The Department of Marriage and Family Therapy admits applicants to an Advanced Certificate in Marriage and Family Therapy program. Applicants who have earned a Master’s Degree in a related mental health field, but who have not completed the requirements for licensure as delineated by the State of Nevada Board of Examiners for Marriage and Family Therapists and Clinical Professional Counselors, may complete a course of study designed to meet the state’s requirements. Students are responsible to consult with the Board of Examiners regarding the courses they will need for licensure. Certificate students are recognized by The Graduate College as Department of Marriage and Family Therapy students. Typically, certificate students will complete a course of study very similar to that of a master’s degree graduate student in Marriage and Family Therapy. However, additional coursework may be needed to meet state licensing requirements. Once admitted, certificate students are viewed by the department as full participants in the department.

Admission Requirements for Certificate Programs

The Advanced Certificate in Marriage and Family Therapy program requires applicants apply for admission to the Graduate College, as well as to the Department of Marriage and Family Therapy. Applicants must provide official transcripts of all college-level coursework. In addition, applicants are required to submit Graduate Record Examination (GRE) scores on both the Verbal and Quantitative sections of the general test. A minimum score of 450 is required on each and must have been taken within five years prior to submitting admission applications. A minimum grade point average of 2.75 for all undergraduate work and a 3.00 for the last two years of undergraduate work is required.

Applications must also make arrangements for three letters of recommendation to be sent directly to the department, along with a departmental application form, and two writings (an autobiographical writing and a response to a ethical/moral question). Potential students should visit the department website for specific application materials (http://mft.unlv.edu/index.html). Applications are accepted once a year, with a January 15 deadline. The application process also involves an extensive on-campus interview for viable candidates, with all candidates participating in interviews together. Classes begin in the Fall semester.
Certificate Requirements
To earn a certificate, students must have a grade point average of 3.00 or better in each course. Students who receive an F or more than two Cs will be separated from the program.

Marriage & Family Therapy M.S.

The Marriage and Family Therapy Master’s Degree Program, a 63 (professional paper) or 66 (thesis) semester hour course of study, prepares candidates for licensure as a Marriage and Family Therapist (MFT) in Nevada. MFTs work with individuals, couples, families, and groups on mental health, behavioral, personal and/or relational concerns. MFTs are employed in a wide range of settings, including public and private, for-profit and non-profit agencies, hospitals and social service agencies. They may practice independently after they are fully licensed. While there are similarities between MFT licensing requirements for most states, students are strongly encouraged to become familiar with the licensing requirements in the state(s) wherein they want to practice as an MFT. Students who are in their final semester of completing of their degrees may apply to the State of Nevada Board of Examiners for Marriage and Family Therapists and Clinical Professional Counselors for licensure as an MFT Intern. Once approved by the Board, a licensed Marriage and Family Therapy Intern is eligible to practice under the direct supervision of an AAMFT Approved Supervisor or AAMFT Supervisor Candidate. Further information on this process may be obtained by calling the board’s office. Students should be aware that the state’s post-master’s internship and the department’s pre-master’s internships are in no way related. The department does not offer, nor otherwise sanction, state internships.

Admission Requirements
The master’s degree program requires that applicants apply for admission to the Graduate College, as well as to the Department of Marriage and Family Therapy as Applicants must provide official transcripts of all college-level coursework. In addition, applicants are required to submit Graduate Record Examination (GRE) scores on both the Verbal and Quantitative sections of the general test. A minimum score of 450 is required on each and must have been taken within five years prior to submitting admission applications. A minimum grade point average of 2.75 for all undergraduate work and a 3.00 for the last two years of undergraduate work is required.

Applicants must also make arrangements for three letters of recommendation to be sent directly to the department, along with a departmental application form, and two writings (an autobiographical writing and a response to an ethical/moral question). Potential students should visit the department website for specific application materials (http://mft.unlv.edu/index.html). Applications are accepted once a year, with a January 15 deadline. The application process also involves an extensive on-campus interview for viable candidates, with all candidates participating in interviews together. Classes begin in the Fall semester.

Degree Requirements
To earn a master’s degree, students must have a cumulative grade point average of 3.00 or better in the program. Those students who receive an F, or more than two Cs, will be separated from the program. A grade of B or better is required in any practicum or internship or the course must be repeated. The department requires a final examination for graduation, which can either be a professional paper or a research thesis. Every student will be reviewed each semester to determine adequate progress and retention in the program. The full time program is sequenced so that students take a certain number or courses or credits each semester, including summer. A student who does not follow the designated course sequence may lack prerequisites for their next courses, and, therefore, may need to wait for a course to be offered again in the next cycle. It is the responsibility of the student to discuss course sequencing and planned timing with their advisor. Not all courses are offered every semester or every year. There are many courses that are offered only once each calendar year. Thus, it is imperative that students take the recommended number of credits and stay in sequence in order for them to graduate in a timely manner. Non-admitted students may take up to three selected courses (see course listing for prerequisites) prior to formal admission to the program (MFT 701, 759 and 763). If admitted, these courses are eligible to count toward the degree.

Course Descriptions

MFT 701 - Introduction to Marriage and Family Therapy
Credits 3
Introduction to the field and profession of marriage and family therapy including the study of trends, purposes, ethics, standards, and professional roles of marriage and family therapists. Basic therapeutic techniques such as joining, conducting an assessment, treatment planning, and termination of treatment.

MFT 705 - Child Counseling
Credits 3
Focus on developing knowledge and skills necessary to counsel children and adolescents. Theoretical and practical counseling interventions for helping children and adolescents will be explored. Ethical and legal responsibilities in regard to children, and current research presented. Prerequisites: MFT 764; Admission to MFT program or consent of instructor.
MFT 710 - Family Therapy with Older Adults  
Credits 3  
Targets on the use of human relations and counseling techniques with elderly citizens who may have coping or adaptation problems. Emphasis on problems related to aging. **Prerequisites**: MFT 701; Admission to MFT program or consent of instructor.

MFT 711 - Issues in Counseling Women  
Credits 3  
Developmental patterns in women. Changing roles of women; sexist bias and nonsexist counseling; existing counseling approaches and their impact on various female populations; examination of subcultures within the female group. **Prerequisites**: MFT 701; Admission to MFT program or consent of instructor.

MFT 713 - Gender Issues in Marriage and Family Therapy  
Credits 3  
Survey of gender issues for adult men and women, which impact counseling concerns such as relationships, work, and lifestyles. **Prerequisites**: MFT 701; Admission to MFT program or consent of instructor.

MFT 715 - Group Processes and Procedures  
Credits 3  
Group dynamics and procedures; emphasis on personal growth, examination of personal attitudes and values, and group membership. **Prerequisites**: Admission to MFT program or consent of instructor.

MFT 719 - Sexual Issues in Marriage and Family Therapy  
Credits 3  
Basic knowledge, theory, and interventions to help clients deal with sexual issues. Introduces methodology of conducting sexual assessment interviews, as well as structuring and implementing treatment strategies for a variety of issues including: sexual dysfunctions, selected varieties of sexual behavior, aging, disabilities, and transmitted diseases. **Prerequisites**: MFT 765; Admission to MFT program or consent of instructor.

MFT 725 - Diversity in Marriage and Family Therapy  
Credits 3  
Provides principles, procedures, and techniques of therapy with multicultural populations. Emphasis on establishing communication with individuals representing diversified cultures. Offering of action-oriented guidance relevant to various cultural lifestyles. **Prerequisites**: Admission to MFT program or consent of instructor.

MFT 731 - Substance Abuse in Marriage and Family Therapy  
Credits 3  
Physical and psychological aspects of substance abuse and other addictions, specific counseling and treatment approaches. **Prerequisites**: Admission to MFT program or consent of instructor.

MFT 734 - Assessment in Marriage and Family Therapy  
Credits 3  
Theoretical and practical approach to assessing the individual. Includes development of framework for understanding individual and group testing in behavioral health; data gathering methods; case study approaches; and individual differences including ethnic, cultural, and gender considerations. **Prerequisites**: MFT 701; Admission to MFT program or consent of instructor.

MFT 736 - Orientation to Marriage and Family Therapy  
Credits 1  
Provides information concerning the professional role, function, history, philosophy and practice of therapy. Role of the marriage and family therapist in community, educational, and business settings, as well as their interactive relationship with other professionals.

MFT 737 - Seminar: Crucial Issues in Marriage and Family Therapy  
Credits 3 – 6  
Analysis of selected and significant issues in therapy of current and continuing concern. Notes: May be repeated once for credit. Majors only. **Prerequisites**: Admission to MFT program or consent of instructor.

MFT 748 - Marriage and Family Therapy Professional Paper  
Credits 3  
The professional paper is designed to demonstrate the skills students have acquired during their graduate education. Grading S/F grading only. **Prerequisites**: Admission to MFT program or consent of instructor. Corequisite MFT 779

MFT 749 - Thesis  
Credits 3 – 6  
Notes: May be repeated but only six credits applied to the student's program. Grading S/F grading only. **Prerequisites**: MFT 779; Admission to MFT program or consent of instructor.

MFT 755 - Advanced Marriage and Family Theories  
Credits 3  
Intensive exploration of current and historical developments in the field of marriage and family therapy. Emphasis on the major systems and applications together with the current research in these areas. **Prerequisites**: MFT 765
MFT 756 - Human Development
Credits 3
Study of human growth and development of individuals across the lifespan, including stability and change in relationships. Focus on developmental implications in conducting marriage and family therapy and interventions. **Prerequisites:** Admission to MFT program or consent of instructor.

MFT 758 - Individual Instruction
Credits 1 – 3
Selected basic problems related to the field of marriage and family therapy. a) Testing. b) Curriculum. c) Supervision. d) Therapy. e) Area Problems. f) Research. Notes: May be repeated to a maximum of nine credits. **Prerequisites:** Admission to MFT program or consent of instructor.

MFT 759 - Family Dynamics
Credits 3
Study of family factors as they relate to personal adaptability. Application of research and practice in family therapy relative to the interpersonal problems of adults and children.

MFT 761 - Technology and the Internet in the Social Science, Research and Practice
Credits 3
Explores role of technology in changing society, application of technology to field of social sciences, research and practice, and limitations and concerns about technology in the helping profession. **Prerequisites:** MFT 701; Admission to MFT program or consent of instructor.

MFT 762 - Diagnosis in Marriage and Family Therapy
Credits 3
Overview of practical and theoretical aspects of assessment and diagnosis of behavior in marriage and family therapy. Examination of cultural factors affecting diagnosis and assessment. Focus on relational diagnosis. **Prerequisites:** Admission to MFT program or consent of instructor. Corequisite MFT 764

MFT 763 - Family Systems Theory
Credits 3
In-depth analysis of general systems theory as it applies to therapy, especially with multi-person client systems such as couples and families. Major concepts, philosophical foundations, and pragmatic implications of using systematic principles in counseling.

MFT 764 - Principles and Practices of Marriage and Family Therapy I
Credits 3
Focuses on the process of family therapy. Beginning skills necessary for family therapy. Theoretical foundations in systems theory as well as each of the major models of family therapy. Prepares students to assess families and conduct family therapy from variety of approaches. **Prerequisites:** Admission to MFT program or consent of instructor.

MFT 765 - Principles and Practices of Marriage and Family Therapy II
Credits 3
Focuses on contemporary family therapy theories and approaches, including marital therapy theories and models. Advanced understanding of assessment, applications of current research and outcomes, professional and ethical issues, and clinical marital issues included. **Prerequisites:** MFT 764

MFT 771 - Ethical and Legal Issues in Marriage and Family Therapy
Credits 3
Examination of professional organizations, their methods of change, ethical and legal standards, their evolution and application to a variety of professional activities. **Prerequisites:** Admission to MFT program or consent of instructor.

MFT 773 - Marriage and Family Practicum
Credits 3
Advanced therapy experience with couples and families. Notes: Must be repeated for a minimum of nine credits. **Prerequisites:** MFT 762, MFT 765.

MFT 776 - Internship in Marriage and Family Therapy
Credits 3
Internship is the final activity and is intended to provide students with the opportunity to engage in all of the activities of a regularly employed staff member in an approved clinical setting, including working with clients. To be eligible to take Internship, students must have completed all other coursework with the exception of MFT 748/MFT 749. Notes: Internship activities take place at community sites where interns can work with clients. **Prerequisites:** MFT 773; Admission to MFT program or consent of instructor.

MFT 777 - Couples Counseling
Credits 3
Specialized approaches to resolving adult relationship problems. Theoretical issues, relationship appraisal techniques, and ethical considerations specific to couples therapy. **Prerequisites:** Admission to MFT program or consent of instructor.

MFT 779 - Marriage and Family Therapy Research Seminar
Credits 3
Seminar in the application and integration of marriage and family therapy outcome and process research. Emphasis on developing knowledge necessary to understand the results of
and apply the methods of marriage and family research through an exploration of applied research methods, and relevant research findings. **Prerequisites:** Admission to MFT program or consent of instructor.

**MFT 781 - Best Practices in Marriage and Family Therapy**
Credits 3
Advanced course that builds upon existing knowledge and clinical experience. Focuses on research supporting the effectiveness of marriage and family therapy. Students will learn “best practice” marriage and family treatment approaches for use with clients suffering from various relational and mental health problems. **Prerequisites:** MFT 762, MFT 779. Admission to MFT program or consent of instructor.

**MFT 783 - Trauma and Abuse**
Credits 3
Specified counseling procedures with the child abuser or abused child. Study etiology of the phenomenon of child abuse. Study of factors and their interpretation to facilitate intervention models and resources to meet client objectives. **Prerequisites:** MFT 759; Admission to MFT program or consent of instructor.

**MFT 787 - Individual Research**
Credits 1 – 3
Selected problems in Marriage and Family Therapy. Notes: May be repeated to a maximum of seven credits. **Prerequisites:** Admission to MFT program or consent of instructor.

**MFT 788 - Advanced Seminar in Marriage and Family Therapy**
Credits 1 – 6
Selected topics in counseling and human development services. a) Principles and practices. b) Individual analysis. c) Occupational information. d) Placement. e) Follow-up evaluation. f) Research. Same as (EPY 788) Notes: May be repeated to a maximum of six credits. **Prerequisites:** Admission to MFT program or consent of six credits.

**MFT 793 - Doctoral Internship**
Credits 3 – 6
Intense supervision with a restricted client load. Enrollees synthesize and translate clinical skills in supervisory role. Restricted to doctoral candidates. Notes: May be repeated to a total of six credits. **Prerequisites:** Doctoral candidates. Admission to MFT program or consent of instructor.

**MFT 799 - Dissertation**
Credits 3 – 24
Culminating experience that may be: a) traditional, original research, b) field oriented and problem solving, or c) exploratory or generative research. Notes: Limited to doctoral candidates. 3-24 credits in increments of 3. **Prerequisites:** Doctoral candidates. Admission to MFT program or consent of instructor.

**School of Social Work**

**Director**
Thompson, Joanne  
(2003), Professor; B.A., LaGrange College, M.S.W., University of Arkansas, Ph.D., Rutgers University.

**Graduate Program Coordinator**
Overcamp-Martini, Maryann  
(2002), Assistant Professor; B.A., College of Mount St. Joseph-on-the-Ohio; M.P.A., University of Wyoming; M.S.W., Ph.D., University of Utah.

**Graduate Faculty**
Albert, Vicky  
(1998), Associate Professor; B.S.W., M.S.W., University of Illinois; Ph.D., University of California, Berkeley.  
Bergquist, Kathleen Leilani Ja Sook  
(2004), Associate Professor; B.A., Christopher Newport University, M.S.W., Norfolk State University, Ph.D., College of William and Mary; J.D., Boyd School of Law, University of Nevada, Las Vegas.  
Denby Brinson, Ramona  
(1998), Associate Professor; B.S.W., Arizona State University; M.S.W., University of Nevada, Las Vegas; Ph.D., Ohio State University.  
Epstein, William M.  
(1992), Professor; B.A., Brooklyn College; M.S.W., University of Pittsburgh; D.S.W., Columbia University.  
Hardy-Desmond, Stacey  
(1998), Associate Professor in Residence; B.A., University of California, Riverside; M.S.W., University of California, Los Angeles; Ph.D., California School of Professional Psychology; J.D., University of Nevada Las Vegas, Boyd School of Law.  
Oakes, Margaret  
(1997), Associate Professor; B.A., University of Arizona; M.S.W., California State University, Fresno; Ph.D., University of Texas at Austin.  
Owens-Kane, Sandra  
(1998), Associate Professor; B.A., M.S.W., University of Nevada, Las Vegas; Ph.D., University of California, Berkeley.  
Pelton, Leroy  
(1997), Professor; B.S., Brooklyn College; M.A., New School for Social Research; M.S.W., Rutgers University; Ph.D., Wayne State University.  
Sharma, Satish  
(1982), Professor; B.A., M.A., Panjab University; M.S.W., University of Iowa; Ph.D., Ohio State University.
The philosophy of the School of Social Work stresses the importance of both sound academic education and rich practical experience in preparing “advanced social work practitioners.” Faculty members bring to their positions a range of knowledge and applied experiences, and they are active in scholarly research, consultation, and practice in their respective fields.

Forensic Social Work Certificate

The Forensic Social Work Certificate Program (FSWCP) is designed to meet the rapidly growing need throughout Nevada and the Southwest for graduate level trained social work practitioners with specific expertise related to law and legal systems. The FSWCP offers a comprehensive, formal specialization in forensic social work. The program addresses areas of practice that reflect the nexus between social work and the law, including: child welfare; domestic relations law including family violence; immigration; adult criminal and juvenile justice; public education; mental health and disabilities; and aging.

The program is guided by the values and knowledge base of the social work profession, governed by the School of Social Work mission statement, and directed by the School’s delineated goals and objectives. Didactic and experiential components of the FSWCP emphasize human diversity and social justice, with particular attention to the needs of at-risk, historically oppressed and vulnerable populations. The FSWCP prepares students for forensic social work practice with individuals, families, groups, organizations, and communities, especially those encountered within complex and dynamic urban environments.

Advanced Graduate Forensic Social Work Certificate Program Admission Requirements

Additional admissions requirements to the certificate program are delineated as follows:

1. Completion of Advanced Graduate Forensic Social Work application.
2. Verified concurrent admission to or completion of Master’s degree in Social Work or other related human services field.
3. Official transcripts from degree granting program or institution.
4. Professional Social Work License (L.S.W., L.C.S.W., or L.I.S.W. in Nevada or equivalent granted by another state Board of Examiners for Social Workers) preferred, but not required.
5. Personal statement (maximum of 3 pages)
6. Three reference forms (professors or work supervisors with standing to comment on candidate's potential for success as a forensic social worker).
7. Candidate interview at the discretion of the Forensic Social Work Admission Committee.

Students who have applied for and are admitted to an accredited MSW program may simultaneously apply for and be admitted to the certificate program.

Certificate Requirements

Granting of a certificate in forensic social work will be made upon successful completion of the following program of study. All courses for the forensic social work certificate must be completed in no more than three consecutive semesters.

SW 7001 - Introduction to Forensic Social Work
SW 676 - Legal and Ethical Issues in Social Work
SW 7002 - Seminar in Criminal Law
SW 7003 - Seminar in Family Law
SW 7004 - Skills Lab in Forensic Social Work
SW 7005A - Field Practicum - Forensic Social Work
SW 7005B - Professional Presentation - Forensic Social Work
SW 7010 - Capstone to Forensic Social Work

MSW students who have taken one or any combination of the following courses up to a maximum of 9 units may apply or petition for the Certificate Advanced Standing Track (CAS):

- SW 676 - Legal and Ethical Issues in Social Work
- SW 7001 - Introduction to Forensic Social Work
- SW 7002 - Seminar in Criminal Law
- SW 7003 - Seminar in Family Law

It will be the responsibility of the FSW certificate applicant to provide official proof of having completed these courses with grades of B or higher. The CAS track requires a minimum of 9 - 12 units of post-masters courses toward the FSW certificate.

Note: SW 7005A and B – students who demonstrate extensive work experience may opt for option “B” in lieu of a field practicum. SWK7005B can only be taken with administrative approval, otherwise all students must participate in the experiential learning experience provided by Field Practicum.
Certificate Advanced Standing Track (CAS track)
The essential certificate requirements remain the same as for the regular certificate program. However, MSW students who have taken one or any combination of the following courses up to a maximum of 9 units may apply or petition for the “CAS track”:

- Seminar in Criminal Law
- Seminar in Family Law
- Legal and Ethical Issues in Social Work
- Introduction to Forensic Social Work

Currently, these four (4) courses are accepted as graduate-level “electives” at UNLV and other universities. In order to avoid content repetition, students who have taken one or a combination of these courses and have achieved grades of “B” or higher may apply to the “CAS track.” It will be the responsibility of the FSW certificate applicant to provide official proof to the FSW admissions committee of having completed these courses to the satisfaction of the program. The “CAS track” requires a minimum of 9/12 units of post-masters courses toward the FSW certificate.

Social Work & Juris Doctor Dual M.S.W./J.D.

Juris Doctor/Master of Social Work (JD/MSW) degree program that allows students admitted to both programs to pursue the two degrees concurrently. Pursued individually, the JD requires the completion of 89 credit hours and the MSW requires the completion of 60 credit hours. The dual MSW/JD degree would require the completion of 80 law credit hours and 51 social work credit hours, as 9 hours of law courses are accepted toward the MSW and 9 hours of social work courses are accepted toward the JD.

Applicants to the JD/MSW degree program must apply for, and gain admission to, both the Boyd School of Law JD program and to the School of Social Work MSW program, respectively. Admission requirements are the same as those listed under the regular JD and MSW programs.

While applications from current students in either program will be considered, students normally should seek and satisfy admission to enter both programs upon entering the university. However, petitions requesting admission to the dual JD/MSW program from students at more advanced stages in either program will be considered. Those interested are encouraged to submit a request for permission to participate in the program, along with applications for admission, at the earliest possible time. Contact the William S. Boyd School of Law at (702) 895-2440 and the UNLV School of Social Work at (702) 895-3311 for further information on admissions requirements.

JD/MSW Curriculum

Required Law Courses - Total Credits: 44*

- Civil Procedure/Alternative Dispute Resolution I 3
- Constitutional Law I 3
- Constitutional Law II 3
- Contracts 5
- Criminal Law 3
- Lawyering Process I 3
- Lawyering Process II 3
- Upper-level writing-intensive course (one of various courses) 2-3
- Professional Responsibility 3
- Property I 3
- Property II 2
- Torts 4
- Third Semester Lawyering Process Course 3

* First-year required courses are prerequisites to all upperlevel law courses.

Required MSW Courses - Total Credits: 51

- Social Policy I and II 6
- Social Work Research I and II 6
- Social Work Practice I 3
- Social Work Practice II 3
- Human Behavior I and II 6
- Cross-cultural Competence 3
- Foundation Field Practicum I and II* 3
- Foundation Field Practicum I and II** 3
- Law Externship accepted for Social Work Field Practicum at approved sites including Congressional, Judicial, and Legislative sites.

Free Electives at Law School - Total Credits: 24

Students in the JD/MSW program must complete 24 other credits of “free” electives at the law school. These free electives may come from the list of directed electives or from any other elective offered at the law school. Students anticipating practice in a certain area are encouraged to refer to the Course Planning Guide in the Law School Student Policy Handbook for suggested course sequences.

MSW Electives - Total Credits: 9

- Principles of Public Administration 3
- Personnel Administration 3
- Fiscal Administration 3
- Cross-cutting Issues in Child Welfare 3
- Legal and Ethical Issues in Social Work 3
- Child Welfare Policy and Services 3
- Child Welfare Administration and Supervision 3
- Advanced Practice with Children 3
- Advanced Seminar in Policy 3

428 University of Nevada, Las Vegas
Directed Electives at Law School - Total Credits: 12

Administrative Law 3
Alternative Dispute Resolution Survey 3
Bill of Rights in Law and Regulation 2-3
Bioethics and the Law 2-3
Business Organizations I 3-4
Capital Defense Clinic 1-6
Child, Parent, and the State 2-3
Children in Society: Selected Problems 2-3
Child Welfare Clinic 1-6
Civil Rights Litigation 3
Congressional Externship 6
Criminal Procedure I 3
Criminal Procedure II 3
Disability Law 3
Domestic Violence and the Law 3
Education Law and Policy 2-3
Employment Discrimination Law 3
Employment Law 3
Family Law 3
Federal Income Tax 3
Feminist Jurisprudence 2-3
First Amendment Rights 3
Government & Public Interest Externship 1-12
Health Care Liability and Quality Regulation 3
Health Care Organization and Finance 3
Immigration Clinic 1-6
Immigration Law 3
International Human Rights Law 2-3
Interviewing Counseling and Negotiations 3
Judicial Externship 3-6
Juvenile Justice Clinic 1-6
Juvenile Law 2-3
Land Use Regulation 3
Law and the American Indian 3
Law and Social Justice 3
Legislative Externship 1-12
Mediation 2-3
Negotiation 2-3
Seminar in Race, Gender, Sexual Orientation & the Law 2-3

* Students in the JD/MSW program must successfully complete at least 12 credits from the following list.

Social Work M.S.W.

The Master of Social Work (M.S.W.) program at UNLV prepares students for professional social work careers in the areas of direct practice with individuals, families and groups, management and community practice, and child welfare. The mission of the M.S.W. program is to educate students to work with populations in urban settings, utilizing generalist, problem solving, empowerment, and social justice approaches. Special attention is given to the mastery of multiple practice issues, attendant upon the present plural and diverse populations in today’s American society. Students may elect either “direct practice,” “management and community practice,” or “child welfare” as their area of concentration. The direct practice concentration prepares students for advanced social work practice with individuals, families, and groups. The management and community practice concentration prepares students for advanced administrative, managerial, and community practice in human service organizations and agencies at the local, state and national levels. The child welfare concentration prepares students for practice in public and private child welfare settings integrating micro and macro practice models.

Students are provided academic knowledge related to the theory, research, and major substantive issues in the field and practice experience through practicum experiences in a variety of private and public agency environments. Field practicum placement is concurrent with classroom instruction and is an integral part of the program. A wide variety of field practicum agencies are available, and students are placed in the field under the guidance of the Field Director and in cooperation with the professional supervisory staff from local social service agencies. The program seeks to encourage and accommodate varied student interests, abilities, and career goals. Partnerships and on-going collaborative relationships between the school faculty and the service agencies facilitate a rich blend of academic and community-based experience for our students.

The M.S.W. program is designed to be consistent with the accreditation standards of the field’s national professional accrediting body, the Council on Social Work Education (CSWE). The program is fully accredited by the Council on Social Work Education. The School of Social Work does not discriminate on the basis of race, color, gender, age, creed, ethnic background, national origin and political, religious, or sexual orientation.

Admission Requirements

An applicant must have the following:

1. For the Regular M.S.W. program: A minimum overall grade point average of 2.75 on a 4.00 scale for the bachelor’s degree, or a grade point average of 3.00 in the last 60 credits of undergraduate study leading to the bachelor’s degree. An earned bachelor’s degree in social work from an accredited program or a degree in another field.

2. For the Advanced Standing M.S.W. program: A minimum G.P.A. of 3.25 in the last 60 credits leading to the bachelor’s degree in social work from an accredited social work program.

3. Completion of the following liberal arts courses: English composition or literature courses; college level mathematics or statistics course; courses in social sciences, preferably in psychology, sociology, and anthropology; a science course; one course in fine arts or humanities; a course in history or political science; a
course or content in the biological determinants of human behavior or human biology; a course or content in diverse cultures, social conditions, or social problems. The applicant must not have more than two course deficiencies to be admitted to the program, and those must be cleared by the end of the first semester of M.S.W. studies.

4. An applicant must submit an application for admission, transcripts of all college-level work, and the application fee to the Graduate College. Three letters of recommendation (as specified below), a personal statement, and transcripts of all college-level work must be submitted to the School of Social Work.

5. The applicant must submit to the School of Social Work three letters of recommendation (on the prescribed form) that reflect the applicant's academic experience, general abilities, and interest and motivation in pursuing a graduate degree in social work. One of these letters should be from the most recent employer in a social work position (if applicable), and one should be from an instructor (social work instructor, if applicable) from the last college attended. The third letter should be from a person who is familiar with the applicant's overall qualifications, experience, and interest in pursuing the M.S.W. degree.

Admission to the MSW Program cannot be deferred. The student must also enroll in the program to which admission is offered (i.e., a particular concentration, full or part-time, regular or advanced standing). Students must make any request for a change in status in writing and in accordance with School procedure. Also considering the rigor of the program, students must evaluate if their individual circumstances and resources warrant applying for the fulltime or part-time program. Students working 20 hours a week or more are strongly advised to apply to the part-time program.

Degree Requirements

I. Regular M.S.W. Program - Total Credits: 60
Foundation courses required for all regular M.S.W. program students:

- SW 701 - Social Welfare Policy I
- SW 703 - Social Welfare Policy II
- SW 715 - Human Behavior and the Social Environment I
- SW 716 - Social Work Research I
- SW 719 - Foundation Practice I
- SW 720 - Foundation Practice Methods I
- SW 726 - Social Work Research II
- SW 729 - Foundation Practicum II
- SW 730 - Macro Theory and Practice

Direct Practice concentration
For students pursuing the Direct Practice concentration, the following courses are required in addition to the foundation courses:

- SW 707 - Developing Cross Cultural Competence
- SW 739 - Field Practicum I (DP)
- SW 740 - Direct Practice I
- SW 747 - DSM: Assessment and Diagnosis
- SW 749 - Field Practicum II (DP)
- SW 750 - Direct Practice II

In addition, students must complete 15 graduate elective credits.

Management and Community Practice concentration
For students pursuing the Management and Community Practice concentration, the following courses are required in addition to the foundation courses:

- SW 707 - Developing Cross Cultural Competence
- SW 759 - Field Practicum I (MCP)
- SW 760 - Management and Community Practice I
- SW 765 - Financial Management and Resource Development
- SW 769 - Field Practicum II (MCP)
- SW 770 - Management and Community Practice II

In addition, students must complete 15 graduate elective credits.

Child Welfare concentration
For students pursuing the Child Welfare concentration, the following courses are required in addition to the foundation courses:

- SW 779 - Field Practicum (APP) III
- SW 786 - Child Welfare Program Evaluation
- SW 789 - Field Practicum II (Child Welfare)
- SW 790 - Family-Based Practice
- SW 793 - Child Welfare Policy and Services Credits 3
- SW 797 - Culturally Competent Child Welfare Practice
- SW 798 - Child Welfare Administration and Supervision

In addition, students must complete 9 graduate elective credits.

II. Advanced Standing Program - Total Credits: 42
The requirements of the Advanced Standing program are as follows:

Summer Bridge courses required for all advanced standing M.S.W. students.

- SW 709 - Social Work Policy Seminar
- SW 745 - Seminar: Human Behavior and the Social Environment
SW 746 - Social Work Research Seminar
SW 780 - Social Work Practice Seminar

**Direct Practice**
Advanced standing students pursuing the Direct Practice concentration follow the same course of study as Direct Practice concentration courses.

**Management and Community Practice**
Advanced standing students pursuing the Management and Community Practice concentration follow the same course of study as listed above under Management and Community Practice concentration courses.

**Child Welfare**
Advanced standing students pursuing the Child Welfare concentration, follow the same course of study as listed above under Child Welfare concentration courses.

**Other Degree Requirements**
The other degree requirements include the completion of course work with a minimum overall grade point average of 3.00 on a 4.00 scale and a passing score on the comprehensive examination. Those choosing the thesis option will enroll in SW 796 - Thesis for 2 semesters (instead of two elective courses) and will orally defend the thesis before a chosen committee.

**Course Descriptions**

**SW 602 - The Effects of War on Individuals and Communities**
Credits 3
The course examines the effects that overwhelming and horrifying events in war have on the individual and their social environment. A variety of countries at war will be examined through film, literature, journal articles, and the internet to help understand the settings and real life outcomes of war.

SW 605 - Group Practice
SW 622 - AIDS: An Interdisciplinary Perspective
SW 641 - Social Work with the Elderly
SW 661 - Seminar: Contemporary Issues in Social Welfare
SW 662 - Issues in Child Welfare
SW 670 - Community Organization Practice
SW 672 - Principles of Family Counseling
SW 674 - Grant Writing and Management
SW 675 - Treatment of Addictions
SW 676 - Legal and Ethical Issues in Social Work
SW 678 - Global Child Welfare
SW 693 - Gandhian Welfare Philosophy and Nonviolent Culture
SW 694 - Eastern Conceptions and Social Work Practice

Note: The 600-level courses listed above have been approved for graduate credit. A full description of this course may be found in the Undergraduate Catalog under the corresponding 400 number.

**SW 701 - Social Welfare Policy I**
Credits 3
Introduction to the history and philosophy of social welfare and social work in the United States. Social welfare decision making, policies, and services. Theory of social need and social interventions. **Prerequisites** Graduate standing in social work.

**SW 703 - Social Welfare Policy II**
Credits 3
Examines social welfare policy and provides analytical frameworks and guidelines for determining the efficacy of public policy in addressing human needs. Focuses on the issues of poverty, social services and generalist social work practice. **Prerequisites** SW 701

**SW 705 - Social Work Practice with Therapeutic Groups**
Credits 3
Historical development of group work, practice methodology in interactional groups, and theoretical underpinnings for social work practice. Focuses on development of skills to lead therapeutic groups with a variety of diverse urban population. **Prerequisites** SWK 701 and SWK 730 or SWK 780.

**SW 707 - Developing Cross Cultural Competence**
Credits 3
Sensitizes students to the strengths, problems and issues in working with groups of color. Provides an understanding of the cultural and behavioral patterns of ethnic communities with a framework for utilizing this knowledge in social work practice. **Prerequisites** Graduate standing in social work.

**SW 709 - Social Work Policy Seminar**
Credits 3
Critical analysis of social policy necessary for advanced social work practice. **Prerequisites** Advanced standing in social work.

**SW 710 - Child Welfare Practice**
Credits 3
Develops advanced knowledge and skills for use in intervening in current or potential problems of abuse, neglect, dependency, unruliness, and delinquency of children and youth. Types of services, both traditional and new, social workers provide to children. **Prerequisites** SWK 793 or concurrent enrollment in SWK 793.
SW 715 - Human Behavior and the Social Environment I
Credits 3
Provides advanced knowledge-building theories and knowledge of normal and abnormal human bio-psycho-social development and functioning of individuals, families and micro-groups. Focuses on the impact of social, economic, and cultural systems on individual, family and group well-being. Provides foundational understanding of the use of DSM-IV. Graduate standing in social work.

SW 716 - Social Work Research I
Credits 3
Provides an understanding of the scientific-analytic approach to the building of the knowledge base for social work practice at different levels. Provides familiarity with quantitative and qualitative research methodologies, various research designs, sampling procedures, data collection procedures, data analysis techniques, and report writing. Emphasizes diversity, empowerment, and social justice considerations as well as ethical standards of conducting research. Prerequisites Graduate standing in social work.

SW 719 - Foundation Practice I
Credits 3
Foundation field practicum course requires 150 hours of generalist social work practice experience in a social service agency and attendance in weekly field seminar classes. Provides broad range of experiences, from micro to macro levels of intervention. Ongoing professional field supervision/consultation also required. Prerequisites Graduate standing in social work. Corequisite Enrollment in SWK 720.

SW 720 - Foundation Practice Methods I
Credits 3
First course in the foundation practice sequence introduces students to a generalist practice approach with individual, families, and groups. Emphasizes values, ethics, knowledge, and skills essential for working with clients. Prepares students with generic practice skills in assessment, interviewing, intervention, evaluation, and termination. Prerequisites Graduate standing in social work. Corequisite Enrollment in SWK 719.

SW 726 - Social Work Research II
Credits 3
Provides knowledge and practice of program evaluation, single-subject design, descriptive statistics, inferential statistics, data management and data analysis using SPSS. Prerequisites SWK 716

SW 729 - Foundation Practicum II
Credits 3
Foundation field practicum course requires 150 hours of generalist social work practice experience in a social service agency and attendance in weekly field seminar classes. Provides broad range of experiences, from micro to macro levels of intervention. Ongoing professional field supervision/consultation also required. Prerequisites SWK 719 Corequisite Enrollment in SWK 730.

SW 730 - Macro Theory and Practice
Credits 3
Second course in the generalist foundation practice sequence focuses on professional practice with organizations, groups, coalitions, and communities, utilizing advanced knowledge and theories at the mezzo and macro levels. Emphasizes a strengths perspective and provides generalist-level content in management, community organization and development, and policy practice. Prerequisites SWK 719, SWK 720 Corequisite Enrollment in SWK 729.

SW 739 - Field Practicum I (DP)
Credits 3
Field practicum requires 300 hours in a social service agency and attendance in weekly field seminar classes. Builds upon generalist foundation. Prepares for advanced, critically analyzed, and ultimately autonomous direct social work practice. Ongoing professional field supervision/consultation also required. Prerequisites SWK 729 or Advanced Standing. Corequisite Enrollment in SWK 740.

SW 740 - Direct Practice I
Credits 3
First course in advanced direct social work practice. Integrates skills of assessment, interviewing, intervention, and termination into social work treatment models and theories. Builds upon generalist foundation. Highlights empowerment, client advocacy, and strengths perspective. Emphasizes social work with individuals from culturally diverse and oppressed populations. Prerequisites SWK 730 or advanced standing. Corequisite Enrollment in SWK 739.

SW 745 - Seminar: Human Behavior and the Social Environment
Credits 3
Provides advanced standing students with the theories and knowledge of human behavior necessary for advanced social work practice. Individual, family, group, organization, and community systems studied within a framework which emphasizes the diversity of human experience, strengths and empowerment perspectives, and efforts to promote social change and social justice. Prerequisites Advanced standing in social work.

SW 746 - Social Work Research Seminar
Credits 3
Overview of the scientific method and research methodology including descriptive and inferential statistics and application of qualitative and quantitative analysis to
empirical research problems at the micro and macro levels, with special reference to diverse and oppressed populations. **Prerequisites** Advanced standing in social work.

**SW 747 - DSM: Assessment and Diagnosis**
Credits 3
Exploration and a synopsis of the criteria for diagnoses in the DSM for social work practice. Focuses on the use of DSM in assessment interventions and with diverse urban populations. **Prerequisites** SW 720 and SW 730, or SW 780.

**SW 749 - Field Practicum II (DP)**
Credits 3
Field practicum course requires 300 hours of experience in a social service agency and attendance in weekly field seminar classes. Builds upon generalist foundation. Prepares for advanced, critically analyzed, and ultimately autonomous direct social work practice. Ongoing professional field supervision/consultation also required. **Prerequisites** SW 739 Corequisite Enrollment in SWK 750.

**SW 750 - Direct Practice II**
Credits 3
Second course in advanced direct social work practice. Intergrades systems of family-centered practice. Builds upon generalist and advanced curricula. Explores context of social work with families and groups via historical, conceptual, and contemporary modes of practice. Emphasizes working with culturally diverse and oppressed populations. **Prerequisites** SW 740 Corequisite Enrollment in SWK 749.

**SW 759 - Field Practicum I (MCP)**
Credits 3
Field practicum course requires 300 hours of experience in a social service agency and attendance in weekly field seminar classes. It builds upon generalist foundation. Prepares for advanced, critically analyzed and ultimately autonomous practice in management and community practice. Ongoing professional field supervision/consultation also required. **Prerequisites** SW 729 or advanced standing. Corequisite Enrollment in SWK 760.

**SW 760 - Management and Community Practice I**
Credits 3
Advanced applications of the management and planning processes as they relate to community organization and development. Uses community practice and management frameworks for human service organizations and community development and change. **Prerequisites** SWK 729 or advanced standing. Corequisite Enrollment in SWK 759.

**SW 763 - Principles of Public Administration**
Credits 3
Survey of the field of public administration with introduction to the function of finance, personnel, administration, evaluation, research and planning. Same as (PUA 701) **Prerequisites** Enrollment in the M.S.W. or M.P.A. Program or consent of instructor.

**SW 765 - Financial Management and Resource Development**
Credits 3
Addresses the knowledge and skills needed to financially manage a human services organization. Prepares the student with problem-solving skills for innovative management in financial processes such as planning, financial control and analysis, budgeting, grant proposal writing, and resource development and allocation in a challenging environment. Same as (PUA 704) **Prerequisites** PUA 701 or consent of instructor.

**SW 767 - Seminar in Public Personnel Administration**
Credits 3
Includes advanced reading, discussion and research in personnel problems as seen in the public and nonprofit sector. Same as (PUA 708) **Prerequisites** PUA 701 or consent of instructor.

**SW 768 - Supervision in Social Work**
Credits 3
Delineates and explores principles, concepts, and components of supervision in social work. Examines the transition from worker to supervisor, differentiates supervision and consultation. **Prerequisites** Graduate standing in social work.

**SW 769 - Field Practicum II (MCP)**
Credits 3
Field practicum course requires 300 hours of experience in a social service agency and attendance in weekly field seminar classes. It builds upon generalist foundation. Prepares for advanced, critically analyzed and ultimately autonomous practice in management and community practice. Ongoing professional field supervision/consultation also required. **Prerequisites** SW 759 or advanced standing. Corequisite Enrollment in SWK 770.

**SW 770 - Management and Community Practice II**
Credits 3
Develops skills in needs assessment, program design and evaluation. Students understand social problems in the context of their communities and the needs and problems of a variety of sub-populations. **Prerequisites** SWK 760 Corequisite Enrollment in SWK 769.
SW 779 - Field Practicum (APP) III
Credits 3
Supervised social work practice experience consisting of 300 hours in a child welfare agency and attendance in weekly field seminar classes. Provides for the integration and application of social work values, knowledge, and micro to macro levels of advanced practice skills. **Prerequisites** SWK 769 Corequisite Enrollment in SWK 780.

SW 780 - Social Work Practice Seminar
Credits 3
Generalist social work practice, including values, knowledge, and skills essential for working with client systems of individuals, families, groups, organizations, and communities. Focuses on person-in-environment; a strengths perspective; diversity issues; skills in assessment and intervention of individuals, families, and groups; organizational and community developments, and social change. **Prerequisites** Advanced standing in social work.

SW 786 - Child Welfare Program Evaluation
Credits 3
In-depth analysis of the planning and evaluation process in child welfare. Analyzes challenges confronting child welfare organizations in the United States. **Prerequisites** SWK 716, SWK 726

SW 789 - Field Practicum II (Child Welfare)
Credits 3
Supervised social work practice experience consisting of 300 hours in a child welfare agency and attendance in weekly field seminar classes. Provides for an appropriate progression in the integration and application of social work values, knowledge, and micro to macro levels of advanced practice skills. **Prerequisites** Child Welfare Concentration.

SW 790 - Family-Based Practice
Credits 3
Provides students with an understanding of and advanced competencies in family-based services. Integration of theory, practice, programming and research within family-based services. Students apply therapeutic problem solving models to complex family patterns. **Prerequisites** SWK 710, SWK 793, or consent of instructor.

SW 791 - Advanced Practice With Children
Credits 3
Examination of child and adolescent treatment issues and corresponding interventions. Child behavior disorders; issues of abandonment, grief and loss; and general children's mental health issues. **Prerequisites** Graduate standing in social work.

SW 792 - Cross-Cutting Issues in Child Welfare
Credits 3
Special topics in the child welfare system, focusing primarily on the issues of mental health, substance abuse, and domestic violence faced by clients in the child welfare system. **Prerequisites** Graduate standing in social work.

SW 793 - Child Welfare Policy and Services
Credits 3
Analyzes contemporary United States public child welfare policy, programs, and services, emerging policy and program directions in the field of child welfare, and their historical and philosophical roots, with particular emphasis on the preservation and reunification of families, preventive and supportive services, permanency planning, foster care, and adoption. **Prerequisites** SWK 701 and SWK 703.

SW 795 - Advanced Seminar on the Theory of Social Intervention
Credits 3
An exploration of the claims and scope of a variety of intervention theories contrasted with their direct outcomes and their social role. **Prerequisites** At least fifteen credits in social work courses.

SW 796 - Thesis
Credits 3
Development, completion, and oral defense of research project before a chosen committee, aimed at evaluation of practice outcomes at different levels and advancement of scientific knowledge for social work practice. **Prerequisites** SWK 716, SWK 726

SW 797 - Culturally Competent Child Welfare Practice
Credits 3
Cultural competence in child welfare practice. Examination social, psychological, economic, political, and other structural aspects of racism, ethnicity, and multiculturalism as a dynamic of the public child welfare services system in the United States. **Prerequisites** Graduate standing in social work.

SW 798 - Child Welfare Administration and Supervision
Credits 3
Introduces students to contemporary theories on administration and supervision in organizations which provide services to children and families. Focuses on public and nonprofit child welfare administration and supervision. **Prerequisites** SWK 793

SW 799 - Independent Study
Credits 1 – 3
Intensive study in a specific area of student interest under the direction of a faculty member. May be repeated to a maximum of six credits. **Prerequisites** Consent of instructor.
SW 7001 - Introduction to Forensic Social Work
Credits 1
Required for Forensic Social Work Certification. Course provides an overview of forensic social work principles and practice. Students are oriented to the roles and functions of social workers in host legal settings, and introduced to the organizational and professional cultural factors inherent to interdisciplinary collaborations.

SW 7002 - Seminar in Criminal Law
Credits 3
Required for Forensic Social Work Certification. Addresses the social worker's involvement in criminal law as part of a legal team. Topics cover criminal litigation from the time an individual is charged through to adjudication and sentencing. Prerequisites Admission to the Forensic Social Work Certification Program.

SW 7003 - Seminar in Family Law
Credits 3
Surveys a spectrum of issues involving marriage, cohabitation and the family. Topics include the law and ethics of alternative dispute resolution (e.g. family, custody and divorce mediation), litigation in family matters, adoption, custody, guardianship, same-sex cohabitants, and parent-child issues with a solution focus. Prerequisites Admission to the Forensic Social Work Certification Program.

SW 7004 - Skills Lab in Forensic Social Work
Credits 3
Students will demonstrate forensic social work practice skills under critical analysis and review. Areas of focus include documentation and report writing for the legal arena, expert witness testimony, interviewing and assessment, mock court and advocacy. Prerequisites Admission to the Forensic Social Work Certification Program.

SW 7005A - Field Practicum - Forensic Social Work
Credits 3
Required for Forensic Social Work Certification. Alternative to SWK 7005B. Experiential learning at a community-based agency within the legal arena. Students will apply forensic social work theory and concepts to supervised practice. Notes: Course requires completion of practicum hours and field seminar attendance. Prerequisites Admission to the Forensic Social Work Certification Program; SWK 7001.

SW 7005B - Professional Presentation - Forensic Social Work
Credits 3
Alternative to SWK 7005A. Students will participate in directed research and present in a topical area of forensic social work theory or practice at a conference or symposium. Prerequisites Admission to the Forensic Social Work Certification Program; instructor permission required.

SW 7010 - Capstone to Forensic Social Work
Credits 2
Continuation of SWK 7001; students are required to demonstrate integration and synthesis of certification program content. Requirements include the production of (1) a publication quality paper co-authored with social work or law faculty, and (2) a professional portfolio documenting program achievements. Prerequisites Admission to the Forensic Social Work Certification Program, SWK 7001.
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