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# 2019-2020 Governors State University Academic Catalog



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### **Notice**

Information in this catalog is subject to change and does not constitute a contract or warranty that the university will continue indefinitely to offer the program in which a student is enrolled. The university expressly reserves the right to change, phase out, or discontinue any policy or program. Such changes take precedence over catalog statements.

This catalog is for the 2019-2020 academic year. Students should keep the catalog for referral throughout their academic career. Students who first enroll at Governors State University during the 2019-2020 academic year must fulfill the requirements stated in this catalog and its updates, as applicable, or they may elect to substitute the requirements in any subsequent catalog published while they are enrolled in the university. A student must, however, meet the requirements from one catalog only, rather than choosing a portion from one catalog and the remainder from another.

The catalog is posted on the GSU website at [www.govst.edu/catalog](http://www.govst.edu/catalog).

### **Affirmative Action Statement**

Governors State University is an affirmative action/equal employment opportunity university which administers its educational and employment programs in compliance with federal, state, and local laws and does not discriminate on the basis of race, color, national origin, religion, gender, ancestry, age, sexual orientation, marital status, disability, citizenship, unfavorable discharge from military service, or veteran status.

Governors State does not discriminate against students for observing religious holidays and will reasonably accommodate the religious observance of individual students regarding admission, class attendance, and the scheduling of examinations and academic work requirements. Students seeking such accommodation should contact the Diversity Officer in the Human Resources Department for assistance.

The general university phone number is 708.534.5000. The GSU website address is [www.govst.edu](http://www.govst.edu).

# Undergraduate and Graduate Catalog

## Table of Contents

University Governance .....	1
Board of Trustees .....	1
Officers of the University .....	1
Notice .....	1
Affirmative Action Statement .....	1
Undergraduate and Graduate Catalog .....	2
Online Catalog .....	22
MyCatalog .....	22
Printed Catalog .....	22
<b>Academic Degree Programs Offered .....</b>	<b>23</b>
<b>2019-2020 Academic Calendar .....</b>	<b>26</b>
General Information .....	28
History .....	28
Mission .....	28
Accreditation .....	28
Governance of the University .....	28
Alumni Association .....	29
Alumni Programs and Activities .....	29
Alumni Membership .....	29
Admission Information .....	30
Admission to the University .....	30
Admission Policy for Veterans .....	30
Admission Classifications, Deadlines, and Requirements .....	30
Degree-Seeking .....	30
Undergraduate Majors with Special Admission Requirements .....	31
Master's Programs with Special Admission Requirements .....	32
Undeclared/Non-Degree Seeking .....	33
Certificate Students .....	35
Certificate Programs with Special Admission Requirements .....	35
International Students .....	35
International Students Requirements for Admission .....	36
How to Apply for Admission .....	37
Supplemental Admission Information .....	38
Deferred Admission/Enrollment .....	38



English Language Proficiency Requirement .....	39
Admission to a Degree Program with Non-U.S. Credentials .....	40
College Board Advanced Placement Program .....	40
Governors State University Advanced Placement Credit Table .....	41
Prior Learning Credit .....	45
College Level Examination Program (CLEP and DSST) .....	46
Seal of Biliteracy .....	46
Placement Policy for Mathematics and Writing .....	46
Registration .....	46
Late Registration Charge .....	47
Illinois Articulation Initiative (IAI) .....	47
Articulation Agreements .....	47
Tuition and Fee Payment Policies .....	48
Payment of Tuition and Fees .....	48
Payment Options .....	48
Payment Plan .....	49
On-Campus Tuition Schedule .....	49
Undergraduate Indiana Resident .....	50
Fees .....	50
Mandatory Fees .....	50
Explanation of Fees .....	51
Program and Service Fees .....	52
Determination of Undergraduate/Graduate Tuition Rates .....	53
Residency .....	53
Refunds .....	53
Unsatisfied Financial Obligations .....	53
University Holds .....	54
Financial Assistance .....	55
Eligibility Criteria .....	55
Programs Available .....	55
Application Procedures .....	55
Financial Aid Disbursement .....	56
Federal Grants, Loans, and Tuition Waivers .....	56
<i>Veterans Assistance</i> .....	56
<i>Supplemental Educational Opportunity Grant (SEOG)</i> .....	57
<i>Federal Work-Study (FWS)</i> .....	57
<i>Federal Direct Subsidized Loan</i> .....	57
<i>Federal Direct Unsubsidized Loan</i> .....	57

<i>TEACH Grant</i> .....	57
State Scholarships, Grants, and Tuition Waivers .....	57
<i>State of Illinois Monetary Award Program (MAP) Grant</i> .....	57
<i>Police, Fire, Correctional Officer Grant Program</i> .....	58
<i>Golden Apple Scholarship</i> .....	58
<i>Minority Teachers of Illinois</i> .....	58
<i>Special Education Teacher Tuition Waiver</i> .....	58
<i>Department of Rehabilitation Services Scholarship</i> .....	58
GSU Student Assistantships, Employment, and Foundation/Alumni Scholarships .....	58
<i>Graduate Assistantship</i> .....	58
<i>Student Employment</i> .....	58
<i>GSU Foundation and Alumni Scholarships</i> .....	59
<b>Mandatory Waivers</b> .....	59
Discretionary Waivers .....	61
<b>College of Arts and Sciences</b> .....	63
Faculty in the College of Arts and Sciences .....	63
Division of Science, Mathematics, and Technology .....	63
Division of Arts and Letters .....	64
Undergraduate Programs Overview .....	65
Teacher Licensure .....	66
Degree Requirements for Undergraduate Programs .....	66
Graduate Programs Overview .....	66
Degree Requirements for Graduate Programs .....	67
Programs Offered .....	67
Mathematics, B.A. ....	67
Teacher Licensure .....	70
Admission to Mathematics Teacher Education .....	70
Student Progress .....	71
Conditional Continuation .....	71
Admission to Student Teaching .....	71
Bachelor of Science .....	73
Biology, B.S. ....	73
Teacher Licensure .....	75
Admission to Biology Teacher Education .....	76
Student Progress .....	76
Conditional Continuation .....	76
Admission to Student Teaching .....	76
Chemistry, B.S. ....	78

American Chemical Society Certification.....	79
Teacher Licensure.....	81
Admission to Chemistry Teacher Education.....	81
Student Progress .....	81
Conditional Continuation.....	81
Admission to Student Teaching .....	81
Computer Science, B.S. ....	84
Information Technology, B.S.....	85
Master of Science.....	88
Analytical Chemistry, M.S.....	88
Required Preparation .....	88
Laboratory-Research, Literature-Research, Thesis or Internship Capstone Project.....	88
Admission to Candidacy .....	89
Computer Science, M.S. ....	90
Special Admissions Requirements.....	91
Program Prerequisites .....	91
Master's Final Project Option.....	91
Admission to Candidacy .....	91
Environmental Biology, Management and Policy, M.S. ....	92
Special Admission Requirements .....	93
Required Preparation .....	93
Thesis/Project Option.....	93
Admission to Candidacy .....	94
Mathematics, M.S. ....	96
Special Admissions Requirement .....	96
Admission to Candidacy .....	96
Student Progress .....	101
Conditional Continuation.....	101
Admission to Student Teaching .....	102
Minor .....	102
Biology Minor .....	102
Chemistry Minor.....	103
Computer Science Minor .....	104
Game Design Minor.....	105
Mathematics Minor.....	105
Graduate Certificate.....	107
Biology Education Certificate.....	107
Teacher Licensure.....	107

Admission to Biology Education .....	107
Continuation in the Certificate .....	107
Student Progress .....	107
Conditional Continuation.....	108
Student Handbook.....	108
Admission to Student Teaching .....	108
Chemistry Education Certificate .....	109
Teacher Licensure.....	109
Admission to Chemistry Education .....	110
Continuation in the Certificate .....	110
Student Progress .....	110
Conditional Continuation.....	110
Student Handbook.....	111
Admission to Student Teaching .....	111
Data Analytics Certificate.....	112
Digital Forensics Certificate - Graduate.....	113
Admission Requirements .....	113
Mathematics, Secondary Education Certificate .....	114
Teacher Certification .....	114
Admission to Mathematics Education.....	114
Continuation in the Certificate .....	114
Student progress.....	114
Conditional Continuation.....	115
Student Handbook.....	115
Admission to Student Teaching .....	115
Post-Baccalaureate Certificate in Computer Programming.....	116
Division of Arts and Letters.....	118
Bachelor of Arts.....	118
Anthropology and Sociology, B.A. ....	118
Communication, B.A. ....	119
Criminal Justice, B.A. ....	122
English, B.A.....	124
English, B.A. with a Concentration in Teacher Education.....	125
Teacher Licensure.....	126
Admission to English Teacher Education .....	126
Student Progress .....	126
Conditional Continuation.....	126
Admission to Student Teaching .....	126

Gender and Sexuality Studies, B.A. ....	129
Program Objectives.....	129
History, B.A. ....	131
Interdisciplinary Studies, B.A. ....	133
Alternative Options for Credit .....	134
Admission Requirements .....	134
Media Studies, B.A. ....	135
Political Science, B.A. ....	138
Theatre and Performance Studies, B.A. ....	140
Bachelor of Fine Arts.....	143
Art, B.F.A. ....	143
Special Admissions Requirements.....	143
Master of Arts .....	146
Communication, Media, and Performance M.A. ....	146
Recommended Preparation .....	146
Special Admission Requirements .....	146
Admission to Candidacy .....	146
Capstone Requirement: Internship, Thesis, or Project Options.....	147
Criminal Justice, M.A. ....	148
Admissions Requirements and Recommended Preparation .....	148
Transfer Credits .....	149
Statement of Expectations.....	149
Remediation Plan.....	149
Admission to Candidacy .....	149
Graduation Requirement .....	150
Curriculum.....	150
English, M.A. ....	152
Special Admission Requirements .....	153
Required Preparation .....	153
Admission to Candidacy .....	153
Political and Social Justice Studies, M.A.....	155
Admission Requirements and Recommended Preparation .....	155
Transfer Credits .....	156
Admission to Candidacy .....	156
Master of Fine Arts .....	159
Art, M.F.A. ....	159
Independent Film and Digital Imaging, M.F.A. ....	161
Special Admissions Requirements.....	161

Recommended Preparation .....	162
Admission to Candidacy .....	162
Internship and Thesis/Project.....	162
Master of Public Administration.....	164
Public Administration, M.P.A.....	164
Special Admission Requirements .....	164
Final Project Options: Master's Research Paper or Capstone Course .....	165
Candidacy Requirement.....	165
Master of Arts and Master of Public Administration .....	167
Criminal Justice, M.A. and Public Administration, M.P.A. ....	167
Special Admission Requirements .....	167
Minor .....	169
3-D Animation and Modeling Minor .....	169
American Studies (Social Science) Minor .....	170
Anthropology Minor .....	170
Art Minor .....	171
Creative Writing Minor.....	172
Criminal Justice Minor .....	172
Dance Minor .....	173
English Minor .....	174
Gender and Sexuality Studies Minor .....	175
Global Studies (Social Science) Minor .....	177
History Minor .....	178
Human Communication Minor .....	180
Latin American, Caribbean, and Latina/o Studies Minor.....	180
Media Studies Minor .....	181
Philosophy Minor .....	182
Practical and Professional Ethics Minor .....	183
Pre-Law Minor.....	184
Religious Studies Minor .....	185
Sociology Minor .....	186
Spanish Minor.....	186
Theatre and Performance Studies Minor.....	187
Graduate Certificate .....	189
English Education Certificate .....	189
Teacher Licensure.....	189
Admission to English Education.....	189
Continuation in the Certificate .....	189

Student Progress .....	189
Conditional Continuation .....	190
Student Handbook.....	190
Admission to Student Teaching .....	190
<b>College of Business</b> .....	192
Faculty in the College of Business.....	192
Division of Accounting, Finance, Management Information Systems, and Economics .....	192
Division of Management, Marketing, and Entrepreneurship .....	192
Undergraduate Programs Overview .....	193
Degree Requirements for Undergraduate Programs.....	194
Minors Available through the College of Business.....	195
Requirements for a Minor.....	195
Graduate Programs Overview .....	195
Degree Requirements for Graduate Programs.....	195
Programs Offered.....	196
Division of Accounting, Finance, MIS, and Economics .....	196
Economics, B.A. ....	196
Bachelor of Science .....	198
Accounting, B.S. ....	198
Master of Science.....	200
Accounting, M.S. ....	200
Special Admission Requirements .....	200
Required Preparation .....	201
Candidacy Requirements .....	201
Management Information Systems, M.S.....	203
Special Admission Requirements .....	203
Required Preparation .....	203
Candidacy Requirements .....	204
Minor .....	206
Accounting Minor.....	206
Economics Minor.....	206
Finance Minor.....	207
Management Information Systems Minor.....	208
Division of Management, Marketing and Entrepreneurship .....	209
Bachelor of Arts.....	209
Business Administration, B.A.....	209
5-Year MBA Option .....	209
Business and Applied Science, B.A. ....	214

Special Admission Requirements .....	214
Manufacturing Management, B.A.....	215
Special Admission Requirements .....	216
Master of Science.....	217
Human Resource Management, M.S.....	217
Special Admission Requirements .....	217
Master's Final Project.....	218
Candidacy Requirement.....	218
Prerequisite Competencies .....	218
Master of Business Administration.....	219
Business Administration, M.B.A. ....	219
Special Admission Requirements .....	219
5-Year MBA Admission Requirements - Special Sequence for students enrolled in the GSU Business Administration, BA ..	220
Master's Final Project.....	221
Thesis Option.....	221
Candidacy Requirement.....	221
Prerequisite Competencies .....	222
Foundation Courses (9 Hours): .....	222
Professional Development Seminar (0 Hours);.....	222
Minor .....	224
Business Administration Minor .....	224
Entrepreneurship Minor.....	224
Management Minor.....	225
Marketing Minor.....	225
<b>College of Education.....</b>	<b>227</b>
Faculty in the College of Education.....	227
Division of Education .....	227
Division of Psychology and Counseling .....	228
Undergraduate Programs Overview .....	229
Licensure and Accreditations.....	229
Degree Requirements for Undergraduate Programs.....	229
Graduate Programs Overview .....	229
Licensure and Accreditations.....	230
Degree Requirements for Graduate Programs.....	230
Programs Offered.....	230
Division of Education .....	230
Bachelor of Arts.....	230
Early Childhood Education, B.A. ....	230



Program Requirements .....	230
Program Admission .....	231
Program Retention .....	231
Program Portfolio .....	231
Student Progress .....	231
Conditional Continuation.....	231
Admission to Student Teaching (Option 1) or Practicum (Option 2).....	232
Degree Requirements (GSU) .....	232
Licensure Requirements - ISBE (Option 1) .....	232
Elementary Education, B.A. ....	235
Admission to Teacher Education .....	236
Candidate Progress .....	236
Conditional Continuation.....	236
Candidate Handbook.....	236
Teacher Licensure.....	236
Admission to Student Teaching .....	237
Master of Arts .....	245
Educational Administration, M.A. ....	245
Licensure/Endorsement.....	245
Program Requirements for Principal Leadership Admission .....	245
Transfer Credit.....	246
Conditional Continuation.....	246
Admission to Candidacy .....	246
Student Progress .....	246
Student Handbook.....	246
Doctor of Education.....	248
Interdisciplinary Leadership, Ed.D. ....	248
Admission Requirements .....	248
Academic Advisor and Faculty Advisor .....	248
Program Requirements.....	248
Graduate Certificate .....	250
Early Childhood Education for Currently Licensed Teachers Certificate .....	250
(GSU Post-B.A. leading to ISBE EC License) .....	250
Special Admission Requirements .....	250
Post-Baccalaureate Certificate in Bilingual/English as a Second Language Education .....	252
Post-Baccalaureate Certificate in Online Teaching.....	253
Admission Requirements .....	253
Reading Teacher Endorsement Certificate.....	253

(GSU Post-B.A. Certificate Program).....	253
Special Admission Requirements .....	254
Faculty Monitoring of Student Progress .....	254
Special Education Endorsements .....	255
Division of Psychology and Counseling .....	256
Bachelor of Arts.....	256
Psychology, B.A. ....	256
Special Admissions Requirements.....	257
Master of Arts .....	261
Counseling, M.A.....	261
Accreditation and ISBE Licensure.....	261
Admission Criteria.....	262
Admission to Candidacy .....	262
Psychology, M.A. ....	264
Clinical Sequence .....	264
Required Preparation .....	264
Special Admission Requirements .....	265
Admission to Candidacy .....	265
Doctor of Education.....	266
Counselor Education and Supervision, Ed.D. ....	266
Admission Requirements .....	266
Academic advisor and Faculty advisor .....	267
Continuous Enrollment Requirement.....	267
Time Limit .....	267
Credits.....	267
Transfer Credits .....	268
Comprehensive Exam and Oral Defense .....	268
Candidacy .....	268
Teaching Experience.....	268
Practica and Internship.....	268
Capstone/Dissertation project .....	268
Graduation .....	269
Specialist Degree .....	270
School Psychology Educational Specialist, Ed.S. ....	270
Admission Requirements: .....	271
Additional Admission Requirements: .....	271
Prerequisite Coursework: .....	272
Minor .....	273

Forensic Psychology Minor .....	273
Industrial/Organizational Psychology Minor .....	274
Psychology Minor.....	275
Graduate Certificate.....	276
College Career Counseling Certificate.....	276
Note: Hours may change – under revision. ....	276
Admission Criteria.....	277
Student Progress .....	277
Conditional Continuation.....	277
Mindfulness in the Helping Professions Certificate.....	277
Admissions Requirements .....	278
Applicants must: .....	278
Post Master's Clinical Mental Health Counselor Certification.....	279
Admissions Criteria .....	279
Student Progress .....	279
Conditional Continuation.....	279
Post Master's Marriage and Family Counselor Certification.....	280
Admissions Criteria .....	280
Student Progress .....	280
Conditional Continuation.....	280
Post Master's School Counseling Certification .....	281
ISBE Certification.....	281
Admissions Criteria .....	281
Student Progress .....	281
Conditional Continuation.....	282
<b>College of Health and Human Services .....</b>	<b>283</b>
Faculty in the College of Health and Human Services.....	283
Department of Addictions Studies and Behavioral Health.....	283
Department of Communication Disorders .....	283
Department of Health Administration.....	284
Department of Nursing .....	285
Department of Occupational Therapy .....	285
Department of Physical Therapy.....	286
Department of Social Work .....	287
Undergraduate Programs Overview .....	288
Accreditations .....	288
Degree Requirements for Undergraduate Programs in the College of Health and Human Services .....	288
Graduate Programs Overview .....	288

Accreditation.....	289
Degree Requirements for Graduate Programs.....	289
Programs Offered.....	290
Department of Addictions Studies and Behavioral Health.....	290
Bachelor of Health Science.....	290
Community Health, B.H.S. ....	290
Special Admissions Requirements.....	290
Prerequisites:.....	290
Degree Requirements:.....	290
Program Outcomes .....	290
Master of Health Science .....	293
Addictions Studies, M.H.S.....	293
Program Outcomes .....	293
Special Admissions Requirements.....	293
Recommended Preparation .....	294
Admission to Candidacy .....	294
Additional Program Outcomes.....	295
Special Admissions Requirements.....	295
Minors.....	296
Addictions Studies Minor .....	296
Graduate Certificate.....	297
Addictions Screening, Assessment, and Referral Certificate .....	297
Special Admission Requirements .....	297
Department of Communication Disorders .....	298
Bachelor of Health Science.....	298
Communication Disorders, B.H.S.....	298
Program Outcomes .....	298
Professional Certification and Licensure .....	298
Special Admission Requirements .....	299
Master of Health Science .....	299
Communication Disorders, M.H.S.....	299
MHS Program in CDIS Mission .....	300
Program Outcomes .....	300
Program Accreditation and Certification .....	300
Special Admission Requirements .....	300
Recommended Preparation .....	301
Thesis/Non-Thesis Option .....	301
Admission to Candidacy .....	301

Department of Health Administration.....	303
Bachelor of Science .....	303
Health Informatics, B.S.....	303
Mission .....	303
Bachelor of Health Administration .....	306
Health Administration, B.H.A. ....	306
Program Outcomes .....	306
Special Admission Requirements .....	306
Accreditation.....	306
Master of Science.....	307
Health Informatics, M.S.....	307
Mission .....	307
Total hours for the 2+2+1 MS in Health Informatics = 155 credit hours .....	311
Master of Health Administration .....	311
Health Administration, M.H.A. ....	311
Program Outcomes .....	311
Accreditation.....	311
Special Admission Requirements .....	312
Required Preparation .....	312
Admission to Candidacy .....	312
Department of Nursing .....	313
Bachelor of Science in Nursing .....	313
Nursing, B.S.N.....	313
Program Goals .....	313
Program Outcomes .....	314
Accreditation.....	314
Special Admission Requirements .....	314
Master of Science in Nursing.....	316
Nursing, M.S.N.....	316
Program Goals .....	316
Clinical Nurse Specialist Concentration .....	316
Clinical Nurse Specialist Concentration Outcomes: .....	316
Family Nurse Practitioner Concentration.....	317
Family Nurse Practitioner Concentration Outcomes:.....	317
Nursing Executive and Innovative Leadership Concentration .....	318
Nursing Executive and Innovative Leadership Concentration Outcomes: .....	318
Accreditation.....	318
Special Admission Requirements .....	318

Other Requirements .....	319
Admission to Candidacy .....	319
Doctor of Nursing Practice .....	322
Nursing Practice, D.N.P. ....	322
Program Goals .....	322
Program Outcomes .....	322
Admissions Requirements: Post-Baccalaureate .....	323
Post Master's .....	323
Licensure .....	323
Special Admission Requirements .....	323
Other Requirements .....	324
Admission to Candidacy .....	324
Graduate Certificate .....	326
Family Nurse Practitioner Post-Masters Certificate .....	326
Admission Requirements .....	327
Department of Occupational Therapy .....	327
Master of Occupational Therapy .....	327
Occupational Therapy, M.O.T. ....	327
Accreditation.....	328
Special Admissions Requirements.....	328
Recommended Preparation .....	328
Admission to Candidacy .....	328
Master's Final Project.....	329
Doctor of Occupational Therapy .....	330
Occupational Therapy, Dr.O.T.....	330
Admission Requirements: .....	330
Application Procedure: .....	331
Department of Physical Therapy .....	332
Doctor of Physical Therapy .....	332
Physical Therapy, D.P.T. ....	333
Program Objectives.....	333
Accreditation.....	333
Licensure .....	333
Special Admissions Requirements.....	334
Technical Standards for the Doctor of Physical Therapy Program .....	334
Admission to Candidacy .....	334
Department of Social Work .....	336
Bachelor of Social Work.....	336

Social Work, B.S.W.....	336
Program Outcomes .....	337
Accreditation.....	337
Illinois Articulation Initiative.....	337
Special Admission Requirements .....	337
Master of Social Work .....	339
Social Work, M.S.W.....	339
Program Outcomes .....	340
Accreditation.....	340
Admission to the M.S.W. Program .....	340
Special Admissions Requirements .....	341
Graduate Certificate .....	344
Mindfulness in the Helping Professions Certificate .....	344
Admissions Requirements .....	344
Student Services, Activities, and Information.....	346
University Library.....	346
Research Help and Information .....	346
Online Catalog .....	346
Digital Resources and Research Guides.....	346
Library Resources .....	347
Research Help and Information Desks .....	347
Library Facilities and Services.....	347
Facilities.....	347
Services.....	347
Auxiliary Services and University Housing.....	348
Career Services .....	348
Center for Performing Arts .....	348
Child Care and Preschool.....	348
Civic Engagement and Community Service Center .....	348
Community Service Officers .....	349
Computer Connection Center (C3 - The Cube).....	349
Counseling and Wellness Center .....	349
Diversity Office - Bias and Discrimination.....	349
Disability Services .....	349
Diversity and Social Justice Programs .....	350
Honor Societies.....	350
Immunizations .....	351
Information and Records.....	352

New Student Programs: First Year and Transfer/Graduate Student Orientation .....	352
Public Act 96-574 .....	352
Public Safety .....	352
Recreation/Fitness Center .....	352
Shuttle Service .....	352
Student Governance .....	352
Student Handbook .....	353
Student Identification Card (myONECARD) .....	353
Center for Student Engagement and Intercultural Programs (CSEIP) .....	353
Jaguar Den .....	353
Student Conference Rooms .....	353
Student Gaming Lounge .....	353
Center for Student Engagement and Intercultural Programs (CSEIP) Events .....	354
Center for Student Engagement and Intercultural Programs (CSEIP) Special Events .....	354
CSEIP Services .....	354
Student Travel/Conference Fund .....	354
Student Media .....	355
Student Newspaper .....	355
This Week at GSU (TWAG) .....	355
Student Organizations .....	355
Television and Media Production .....	355
Testing .....	355
Tutoring .....	355
University Housing .....	356
Veterans Resource Center .....	356
Writing Center .....	356
University Policies .....	357
Affirmative Action/Equal Opportunity .....	357
Accommodating Religious Observances .....	357
Unlawful Harassment .....	357
Services for Students with Disabilities .....	357
Drug and Alcohol Abuse .....	358
Smoking .....	358
Academic Regulations .....	359
Student Responsibility .....	359
Student Grade Reports .....	359
Grading .....	359
Grade Point Average .....	360



Incomplete Course Work .....	360
Grade Appeals .....	361
Pass/No Credit Option .....	361
Repeating Courses .....	361
Independent Study .....	361
Degree Requirements.....	362
Concurrent Registration or Dual Enrollment .....	362
Audit Registration.....	362
Change in Major .....	362
Confidentiality of Records and Notification of Rights under FERPA .....	363
University Holds .....	363
English Proficiency of Instructors.....	363
Honors .....	363
Transcripts .....	364
Academic Honesty .....	364
Academic Standing .....	364
Academic Probation/Suspension.....	364
Academic Probation Extended.....	365
Reinstatement Following Academic Suspension .....	365
Withdrawal from the University .....	365
Academic Amnesty .....	366
Withdrawal from Courses .....	366
Late Registration Charge .....	366
Distance Learning.....	367
Licensure of Teachers and Other School Professionals .....	368
GSU Degree Program Licensure/Endorsement/Designation .....	368
Middle Grades Endorsement.....	369
Requirements for Licensure through Approved Programs .....	369
Criminal Background Checks .....	370
General Education Requirements for Teacher Licensure .....	370
Professional Education Requirements.....	370
Admission to Student Teaching .....	370
Candidate Knowledge, Skills, and Professional Dispositions .....	371
Bachelor's Degree Requirements .....	373
Undergraduate Student Status.....	373
University General Education Outcomes .....	373
University General Education Requirement .....	375
General Education Requirements for Freshman Year.....	375

Requirements of All Undergraduate Degree-Seeking Students .....	375
Students Admitted as Freshmen .....	375
Transfer Students .....	376
Students Seeking a Second Bachelor's Degree.....	376
Articulation Agreements .....	377
General Education Courses .....	377
Student Study Plan .....	377
Orientation .....	378
Undergraduate Degree Programs Offered .....	378
The University Honors Program .....	378
Student Responsibility .....	378
General Requirements .....	378
Transfer Credit for Undergraduate Students .....	379
Transfer Credit Earned After Admission .....	380
Academic Standing .....	380
Writing Across the Curriculum Requirement .....	380
Residency Requirements.....	380
Technology Competency Requirement .....	380
University Minors .....	380
Second Bachelor's Degree.....	381
Application for Graduation .....	381
Commencement .....	381
Diplomas.....	381
Audit Registration.....	381
Change in Major/Change of Status .....	382
Master's Degree Requirements .....	383
Master's Degree Student Status.....	383
Student Study Plan .....	383
Student Responsibility .....	384
Master's Degree Candidacy.....	384
General Requirements.....	384
Graduate Capstone Experience .....	385
Transfer Credit for Master's Degree Students .....	385
Academic Standing .....	386
Residency Requirements.....	386
Application for Graduation .....	386
Commencement .....	387
Diplomas.....	387

Audit Registration.....	387
Change in Major/Change of Status .....	387
Specialist Degree Requirements .....	388
Student Responsibility .....	388
Program Information.....	388
Doctoral Degree Requirements.....	389
Student Responsibility .....	389
Student Learning Outcomes.....	389
Student Study Plan.....	389
Academic Standing .....	390
Residency Requirements.....	390
Application for Graduation .....	390
Commencement .....	390
Diplomas.....	390
General Education Courses.....	391
General Education Requirement .....	391
Communication.....	391
Mathematics.....	391
Physical and Life Sciences.....	392
Humanities and Fine Arts .....	393
Social and Behavioral Sciences .....	394
Total: 38 - 41 credit hours.....	395
University General Education Outcomes .....	395
Course Information .....	396
Course Numbering.....	396
Application to Degree Requirements .....	396
Explanation of Course Descriptions.....	396
Appendix .....	398
Access to Student Educational Records: Policy and Procedures.....	398
Forms .....	402
Policy on Graduate Readmissions and Special Admissions.....	402
Policy on Undergraduate Readmissions and Special Admissions.....	404
Residency Status - (GSU Board of Trustees Regulations, Section IV. Subsection C.) .....	406
Technology Outcomes for Students .....	407
Faculty, Administration, and Professional Staff .....	409

The Undergraduate and Graduate Catalog is a comprehensive listing of current information regarding:

- Degree Requirements
- Course Offerings
- Undergraduate and Graduate Rules and Regulations

Students should keep the catalog of the year they first enrolled for referral throughout their academic career. Information in this catalog is subject to change\* and does not constitute a contract or warranty that the university will continue indefinitely to offer the program in which a student is enrolled. The university expressly reserves the right to change, phase out, or discontinue any policy or program. Such changes take precedence over catalog statements.

### Online Catalog

Welcome to the online catalog which is the most current version of the Governors State University catalog. It is updated each term to provide the most current catalog information.

Use the navigation pages on the left hand side of this page to explore degree offerings. For example, if you click on the "Academic Degree Programs Offered" page you will find a complete list of all degrees listed by degree level. Clicking on the Program name will take you to a page which provides details for the program, including links to all courses, their descriptions, and course prerequisites. By clicking on the pages for each college you will find details about the college, their faculty members, and be able to access program details offered through each college.

### MyCatalog

The "MyCatalog" feature within the online catalog lets you store information for quick reference later. You can set up this feature by creating an account. You do not need to be a GSU student and/or use a GSU email account to use this feature. As you browse through the catalog pages, whether it's a course, program, division, navigation link, or search that you want to save, just click on the star icon found on the page. Clicking on the star will save that item to your MyCatalog page. You can also send a request to be contacted by an academic advisor when you set up this feature.

*Please meet with your advisor to be sure you are storing information relevant to your catalog year. All students admitted to a program are required to have a study plan signed by the Program Advisor.*

### Printed Catalog

Click here to access a printable version of the catalog for the current year. Archived PDF versions of the annual catalog are available as far back as 1971 are also found here.

Please refer to the online catalog whenever possible since the printed catalog is set by July 1st of each year.

\* All catalogs are prepared with the best information available at the time. All policies, procedures, fees and charges are subject to change by the appropriate action of the faculty senate, the university administration, and the Board of Trustees.

# Academic Degree Programs Offered

## Bachelor's Degree Programs

- [Accounting, B.S.](#)
- [Anthropology and Sociology, B.A.](#)
- [Art, B.F.A.](#)
- [Biology, B.S.](#)
- [Biology, B.S. with a Concentration in Teacher Education](#)
- [Business Administration, B.A.](#)
- [Business and Applied Science, B.A.](#)
- [Chemistry, B.S.](#)
- [Chemistry, B.S. with a Concentration in Teacher Education](#)
- [Communication Disorders, B.H.S.](#)
- [Communication, B.A.](#)
- [Community Health, B.H.S.](#)
- [Computer Science, B.S.](#)
- [Criminal Justice, B.A.](#)
- [Early Childhood Education, B.A.](#)
- [Economics, B.A.](#)
- [Elementary Education, B.A.](#)
- [English, B.A.](#)
- [English, B.A. with a Concentration in Teacher Education](#)
- [Gender and Sexuality Studies, B.A.](#)
- [Health Administration, B.H.A.](#)
- [Health Informatics, B.S.](#)
- [History, B.A.](#)
- [Information Technology, B.S.](#)
- [Interdisciplinary Studies, B.A.](#)
- [Manufacturing Management, B.A.](#)
- [Mathematics, B.A.](#)
- [Mathematics, B.A. with a Concentration in Teacher Education](#)
- [Media Studies, B.A.](#)
- [Nursing, B.S.N.](#)
- [Political Science, B.A.](#)
- [Psychology, B.A.](#)
- [Social Work, B.S.W.](#)
- [Theatre and Performance Studies, B.A.](#)

## Undergraduate Minors

- [3-D Animation and Modeling Minor](#)
- [Accounting Minor](#)
- [Addictions Studies Minor](#)
- [American Studies \(Social Science\) Minor](#)
- [Anthropology Minor](#)
- [Art Minor](#)
- [Biology Minor](#)
- [Business Administration Minor](#)
- [Chemistry Minor](#)

- [Computer Science Minor](#)
- [Creative Writing Minor](#)
- [Criminal Justice Minor](#)
- [Dance Minor](#)
- [Economics Minor](#)
- [English Minor](#)
- [Entrepreneurship Minor](#)
- [Finance Minor](#)
- [Forensic Psychology Minor](#)
- [Game Design Minor](#)
- [Gender and Sexuality Studies Minor](#)
- [Global Studies \(Social Science\) Minor](#)
- [History Minor](#)
- [Human Communication Minor](#)
- [Industrial/Organizational Psychology Minor](#)
- [Latin American, Caribbean, and Latina/o Studies Minor](#)
- [Management Information Systems Minor](#)
- [Management Minor](#)
- [Marketing Minor](#)
- [Mathematics Minor](#)
- [Media Studies Minor](#)
- [Philosophy Minor](#)
- [Practical and Professional Ethics Minor](#)
- [Pre-Law Minor](#)
- [Psychology Minor](#)
- [Religious Studies Minor](#)
- [Social Work Minor](#)
- [Sociology Minor](#)
- [Spanish Minor](#)
- [Theatre and Performance Studies Minor](#)

## **Master's Degree Programs**

- [Accounting, M.S.](#)
- [Addictions Studies, M.H.S.](#)
- [Analytical Chemistry, M.S.](#)
- [Art, M.F.A.](#)
- [Business Administration, M.B.A.](#)
- [Communication Disorders, M.H.S.](#)
- [Communication, Media, and Performance M.A.](#)
- [Computer Science, M.S.](#)
- [Counseling, M.A.](#)
- [Criminal Justice, M.A.](#)
- [Educational Administration, M.A.](#)
- [English, M.A.](#)
- [Environmental Biology, Management and Policy, M.S.](#)
- [Health Administration, M.H.A.](#)
- [Health Informatics, M.S.](#)
- [Human Resource Management, M.S.](#)
- [Independent Film and Digital Imaging, M.F.A.](#)
- [Management Information Systems, M.S.](#)

- [Mathematics, M.S.](#)
- [Nursing, M.S.N.](#)
- [Occupational Therapy, M.O.T.](#)
- [Political and Social Justice Studies, M.A.](#)
- [Psychology, M.A.](#)
- [Public Administration, M.P.A.](#)
- [Social Work, M.S.W.](#)

### **Joint Degree Program**

- [Criminal Justice, M.A. and Public Administration, M.P.A.](#)

### **Specialist Degree Program**

- [School Psychology Educational Specialist, Ed.S.](#)

### **Doctoral Degree Programs**

- [Counselor Education and Supervision, Ed.D.](#)
- [Interdisciplinary Leadership, Ed.D.](#)
- [Nursing Practice, D.N.P.](#)
- [Occupational Therapy, Dr.O.T.](#)
- [Physical Therapy, D.P.T.](#)

### **Graduate Certificates**

- [Addictions Screening, Assessment, and Referral Certificate](#)
- [Biology Education Certificate](#)
- [Chemistry Education Certificate](#)
- [College Career Counseling Certificate](#)
- [Data Analytics Certificate](#)
- [Digital Forensics Certificate - Graduate](#)
- [Early Childhood Education for Currently Licensed Teachers Certificate](#)
- [English Education Certificate](#)
- [Family Nurse Practitioner Post-Masters Certificate](#)
- [Mathematics, Secondary Education Certificate](#)
- [Mindfulness in the Helping Professions Certificate](#)
- [Mindfulness in the Helping Professions Certificate](#)
- [Post Master's Clinical Mental Health Counselor Certification](#)
- [Post Master's Marriage and Family Counselor Certification](#)
- [Post Master's School Counseling Certification](#)
- [Post-Baccalaureate Certificate in Bilingual/English as a Second Language Education](#)
- [Post-Baccalaureate Certificate in Computer Programming](#)
- [Post-Baccalaureate Certificate in Online Teaching](#)
- [Reading Teacher Endorsement Certificate](#)
- [Special Education Endorsements](#)

## 2019-2020 Academic Calendar

	Fall Semester 2019 8/26/2019 - 12/8/2019	Intersession 12/9/2019 - 1/20/2020	Spring Semester 2020 1/21/2020 - 5/11/2020	Summer Session 2020 5/18/2020 - 8/16/2020
Registration	M 4/15/2019 - M 09/09/2019*	M 10/21/2019 - M 12/9/2019*	M 10/21/2019 - M 2/3/2020*	M 3/16/2020 - M 5/26/2020*
Payment Deadline Date (if not enrolled in payment plan)	M 10/14/2019	M 3/2/2020	M 3/2/2020	F 6/19/2020
Smart Start Residence Hall Move-In	Su 8/11/2019	-	-	-
Early Arrival/Break Housing	Su 8/11/2019 - Sa 8/23/2019	M 12/9/2019 - Sa 1/19/2020	M 12/9/2019 - Sa 1/19/2020	M 5/12/2020 - 5/17/2020
Smart Start Classes Begin	M 8/12/2019	-	-	-
Residence Hall Move-In	New non-Smart Start students F 8/23/2019  Returning Prairie Place residents Su 8/25/2019	-	Su 1/19/2020	Su 5/17/2020
Smart Start Classes End	F 8/23/2019	-	-	-
Term Begins	M 8/26/2019	M 12/9/2019	T 1/21/2020	M 5/18/2020
GSU Closed Labor Day/Memorial Day	M 9/2/2019	-	-	M 5/25/2020
Graduation Applications Due	F 9/13/2019	-	F 2/7/2020 for both Spring and Summer term graduations*	
Refund Deadline	Published on student class schedule in the portal for individual courses.			
Last Day to Drop a Class	Published on student class schedule in the portal for individual courses.			
Faculty submit incomplete grades for prior term	Su 11/24/2019	-	M 4/27/2020	Su 8/2/2020
Thanksgiving Break	GSU Open but No Classes W 11/27/2019			



	Fall Semester 2019 8/26/2019 - 12/8/2019	Intersession 12/9/2019 - 1/20/2020	Spring Semester 2020 1/21/2020 - 5/11/2020	Summer Session 2020 5/18/2020 - 8/16/2020
	GSU closed for the holiday Th 11/28 - Su 12/1/2019			
Term Ends	Su 12/8/2019	M 1/20/2020	M 5/11/2020	Su 8/16/2020
Residence Hall Move-Out	T 12/10/2019		T 5/12/2020	M 8/17/2020
Final Grades Deadline	Classes end in semester - seven days after section ends. Full-semester classes - 12/15/2019	Seven days after section ends.	Classes end in semester - seven days after section ends. Full-semester classes - 5/18/2020	Classes end in semester - seven days after section ends. Full-semester classes - 8/23/2020
GSU Closed	T 12/24/2019 - W 1/1/2020		-	-
GSU Closed Martin Luther King Holiday	-	-	M 1/20/2020	-
GSU Closed President's Day Holiday	-	-	M 2/17/2020	-
No classes Spring Break	-		Residence Halls Closed** Su 3/9/2020- Su 3/15/2020	-
GSU Closed Independence Day Observance	-		-	F 7/3/2020
Commencement	May 16, 2020 (for fall 2019 graduates, and spring and summer 2020 candidates for graduation)			
* check online class schedule for registration and other deadline dates for late-start classes and other special offerings.				
Note: Posting of grades in student myGSU portal accounts will be done each Monday for grades submitted by faculty during the prior week.				
**During times noted GSU Closed - Prairie Place Residence will remain open for those students who have contracted to remain living on campus over the specific break/closure				

## General Information

- [History](#)
- [Mission](#)
- [Accreditation](#)
- [Governance of the University](#)
- [Academic Year](#)
- [Alumni Association](#)

## History

Governors State University was chartered by the Illinois General Assembly in 1969. It serves undergraduate students and those seeking master's and doctoral degrees. In fall 2014 the university underwent a major transformation through the admission of its first freshmen class.

The university's main campus is located in University Park, 35 miles south of Chicago and is easily accessible by car or commuter train. The campus is located on 760 acres of wooded landscape with several lakes and nature trails. It includes the internationally renowned Nathan Manilow Sculpture Park.

The curricula of the university are offered through four colleges: the College of Arts and Sciences, the College of Business and Public Administration, the College of Education, and the College of Health and Human Services.

## Mission

GSU is committed to offering an exceptional and accessible education that prepares students with the knowledge, skills and confidence to succeed in a global society.

## Accreditation

Governors State University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The university is also a member of the Illinois Council of Baccalaureate and Higher Degree Programs. Each program is accredited by a professional accrediting agency in each case where there is a national accreditation body.

The Higher Learning Commission of the North Central Association of Colleges and Schools

230 South LaSalle Street, Suite 7-500  
Chicago, IL 60604;  
Phone: 312.263.0456; 800.621.7440  
FAX: 312.263.7462;  
E-mail: [Info@ncacihe.org](mailto:Info@ncacihe.org)

## Governance of the University

A seven-member board appointed by the governor of Illinois governs this university. One student serves as a member of the Board of Trustees. The president of the university is responsible to the Board of Trustees for the operation and general welfare of the university. The provost/academic vice president has general responsibility in the areas of academic personnel and programs. Governors State University's four colleges are directly administered by their respective deans.

Faculty, civil service staff, and students participate in university affairs through membership on the Faculty Senate, Civil Service Senate, Student Senate, and academic and administrative committees. These groups consider and recommend policies and procedures to the president.

## Academic Year

The Governors State University academic calendar offers 15- week Fall and Spring terms and a 12-week Summer term. The Fall 2019 term begins August 26, 2019 and ends December 8, 2019. The Spring 2020 term begins January 21, 2020 and ends May 11, 2020. The Spring term includes a one-week Spring Break during which classes will not be in session, though the University will be open for other business.

The Summer 2019 term begins May 18, 2020 and ends August 16, 2020.

For more detailed information about the calendar, visit [www.govst.edu/academiccalendar](http://www.govst.edu/academiccalendar).

## Alumni Association

### Alumni Programs and Activities

A wide range of programs and activities are offered to alumni throughout the year. Educational workshops and seminars are conducted. Alumni and their families are also invited to attend several social, cultural, and recreational activities, such as cruise outings, tickets to sporting events, and plays. The Alumni Association's various clubs sponsor programs and events designed to help alumni connect and network with fellow alumni with similar majors and/or similar professions. An alumni e-newsletter is emailed monthly. A print newsletter highlighting alumni accomplishments is published once a year. Upcoming alumni events, club activities, as well as university news-related updates are announced in the monthly e-newsletter, the printed newsletter, and on the alumni website at [www.govst.edu/alumni](http://www.govst.edu/alumni).

### Alumni Membership

All graduates are considered basic members in the Alumni Association. Current students are granted basic membership upon request. Past students who have completed a minimum of 30 credit hours are also considered basic members. Recent graduates receive a one-year free premium membership in the Alumni Association upon graduation. Thereafter, premium membership will be extended to alumni who donate \$50 or more to the GSU Foundation earmarked for use by the Alumni Association. Lifetime memberships are granted when donations made after March 2010 for Alumni Association use reach \$650. Below is a list of some of the premium benefits:

- Center for Performing Arts - 15 percent ticket price discount on events sponsored and promoted by GSU's Center for Performing Arts.
- Campus Recreation and Fitness Center - almost a 40 percent reduction in the membership fee.
- In-library use of library resources, including check-out privileges of printed materials and some media items.
- Access to the Academic Computing Lab Services.
- On-campus use of GSU's common area computers, with access to Internet, e-mail, and MS Office (Access, Excel, PowerPoint, and Word).
- Voting privileges and the right to hold office in the association.
- Discounted admission on selected Alumni Association sponsored events.
- Membership in Alumni Clubs of your choice.
- Community Partner Discounts.

For more information about alumni membership, call the Alumni Office at 708.534.4128.

## Admission Information

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- [Admission to the University](#)
- [Admission Classifications, Deadlines, and Requirements](#)
- [Supplemental Admission Information](#)
- [English Language Proficiency Requirement](#)
- [College Board Advanced Placement Program](#)
- [International Baccalaureate Program Exams](#)
- [Prior Learning Credit](#)
- [College Level Examination Program \(CLEP/DSST\)](#)
- [Seal of Biliteracy](#)
- [Placement Policy for Mathematics and Writing](#)
- [Registration](#)
- [Late Registration Charge](#)
- [Illinois Articulation Initiative \(IAI\)](#)
- [Articulation Agreements](#)

## Admission to the University

Governors State University encourages applications from qualified students of all cultural, racial, religious, and ethnic groups. Admissions process will vary for first year undergraduate students, transfer students, master's or doctoral candidates, international students, veterans or certificate program students applying for admission. Details on the application process are available via the GSU Admissions website at <http://www.govst.edu/Admissions/>. Apply online at [www.govst.edu/apply](http://www.govst.edu/apply) and locate other information needed for admission to the university may be obtained by visiting the admission's website address at <http://www.govst.edu/Admissions>.

Admission documents sent in support of applications are not returnable or transferable.

## Admission Policy for Veterans

Veterans may apply to Governors State University. The application fee will be waived upon receipt of an application accompanied by a copy of the form DD 214. Applications, transcripts, and other documentation can be mailed or dropped off in the Office of the Coordinator for Veterans and Military Personnel.

## Admission Classifications, Deadlines, and Requirements

### Degree-Seeking

#### *Undergraduate Freshman Students\**

This classification is for students who are currently attending high school or have graduated from high school but never attended college or have earned less than 24 semester hours from a regionally accredited institution. Special consideration will be applied when considering military veteran, international student, home school student, and GED earner applicants.

**Requirements-**Applicants must:

1. have graduated or will graduate from high school with a minimum 2.75 GPA on a 4.0 scale
2. have earned a minimum ACT composite of 18 or SAT equivalent (minimum SAT score range of 860-890 when combining Critical Reading plus Math)
3. must meet the minimum high school subject requirements of 4 years of English, 3 years of Math, 2 years of Lab Sciences, 2 years of Social Sciences, 2 years of Fine Arts or 2 years of a Foreign Language and 2 years of Elective Academic Units

Applicants are required to submit official high school transcript(s) and official ACT or SAT score reports (if younger than 21 years old), or official GED. Final high school transcripts must be submitted after graduating or freshman applicants will be unable to begin courses.

**\*Freshman admits are required to participate in a unique learning community that requires full time attendance with coursework largely taking place between 8:00 a.m. and 6:00 p.m. Monday-Friday. All freshman are admitted for the fall semester.**

Applicants must submit a non-refundable \$25 application fee.

**To apply:** Submit an application, the application fee, official high school transcript(s), official test scores, and official college/university transcripts (if applicable), which demonstrate meeting criteria 1-3 above directly to the Office of Admission.

**Deadlines:** Students are strongly encouraged to apply by the early decision deadline of November 15. After November 15 applications are considered on a rolling basis until April 1st or until the freshman class is filled.

**Conditional Admission:** Students who demonstrate potential for success in college, but do not meet one or more of the criteria for admission, may be admitted with conditions that include required participation in Math and English Smart Start, a highly individualized program with personal attention of faculty and peer mentors, prior to the start of classes, and recommendations such as a reduced course registration and utilization of academic support services.

### *Undergraduate Transfer Students*

This classification is for students who declare an undergraduate major, including those seeking a second bachelor's degree (Note: second bachelor's degree-seeking students will be assessed graduate tuition and fees.) Transfer students who have earned less than 24 semester hours of college credit will be admitted as freshman.

**Requirements-**Applicants must:

1. have earned (or will have earned by the term they wish to enroll) at least 24 semester hours (or 36 quarter hours) of credit from a regionally accredited institution of higher education with at least a "C" average (2.0 on a scale of 4.0) in any 24 semester hours (or 36 quarter hours) of the total collegiate hours; or
2. have earned (or will have earned by the term in which they wish to enroll) an Associate of Arts (AA), an Associate of Science (AS), an Associate of Science and Arts (ASA), or an Associate of Arts in Teaching (AAT) degree from a regionally accredited institution of higher education; or
3. have applied for a dual admission program at both Governors State University and an institution with which GSU has a dual admission agreement and meet all requirements stipulated under that agreement; and
4. have been in good standing at the last institution attended; and
5. have satisfied any collegial and/or major criteria, if applicable, for undergraduate study in a specific major.

Applicants must submit a non-refundable \$25 application fee.

**To apply:** Submit an application, the application fee, credentials, and official transcripts from all colleges/universities attended, which demonstrate meeting criteria 1-5 above directly to the Office of Admission and Student Recruitment.

**Deadlines:** Most programs are on a rolling admission basis. Students are strongly encouraged to apply early.

## **Undergraduate Majors with Special Admission Requirements**

The majors listed below have special admission criteria beyond the general university requirements. Requirements could include additional materials and/or application deadlines. Please refer to the specific major sections within the Academic Degree Programs Offered section for the criteria and deadlines.

<b>Majors</b>	<b>College</b>
Art	Arts and Sciences
Biology Teacher Education - Post Bachelor Certificate Program	Arts and Sciences
Business and Applied Science	Business and Public Administration
Chemistry Teacher Education - Post Bachelor Certificate Program	Arts and Sciences
Communication Disorders	Health and Human Services
Early Childhood Education	Education
Elementary and Middle Grades Education	Education
English Teacher Education - Post Bachelor Certificate Program	Arts and Sciences
Health Administration	Health and Human Services
Health Informatics	Health and Human Services
Mathematics Teacher Education - Post Bachelor Certificate Program	Arts and Sciences
Nursing	Health and Human Services
Psychology	Education
Social Work	Health and Human Services

## Master's Degree Students

This classification is for students who declare a master's degree, including those seeking a second master's degree.

**Requirements-**Applicants must:

1. have earned (or will have earned by the term they wish to enroll) a bachelor's degree from a regionally accredited college or university, and
2. have been in good standing at the last institution attended, and
3. have satisfied collegial and/or major criteria, if applicable, for graduate study in a specific major.

Applicants must submit a non-refundable \$50 application fee.

**To apply:** Submit an application, the application fee, credentials, and official transcripts from all colleges/universities attended, which demonstrate meeting criteria 1-3 above to the Office of Admission and Student Recruitment.

**Deadlines:** Most programs are on a rolling admission basis. However, the following programs have admission deadlines or limited admission periods: Communication and Training, Communication Disorders, Counseling, Criminal Justice, Educational Administration, Health Administration, Occupational Therapy, Psychology, and Social Work. Refer to the specific major sections in this catalog for criteria and deadlines.

## Master's Programs with Special Admission Requirements

The majors listed below have special admission criteria beyond the general university requirements. This could include additional materials and/or application deadlines. Please refer to the specific major sections within the Academic Degree Programs Offered section for criteria and deadlines.

<b>Master's</b>	<b>College</b>
Accounting	Business
Addictions Studies	Health and Human Services
Analytical Chemistry	Arts and Sciences
Business Administration	Business
Communication Disorders	Health and Human Services
Communication	Arts and Sciences
Computer Science	Arts and Sciences
Counseling	Education
Criminal Justice	Arts and Sciences
Educational Administration	Education
English	Arts and Sciences

Environmental Biology  
 Health Administration  
 Health Informatics  
 Human Resource Management  
 Independent Film and Digital Imaging  
 Management Information Systems  
 Mathematics  
 Nursing  
 Occupational Therapy  
 Psychology  
 Public Administration  
 Social Work

Arts and Sciences  
 Health and Human Services  
 Health and Human Services  
 Business  
 Arts and Sciences  
 Business  
 Arts and Sciences  
 Health and Human Services  
 Health and Human Services  
 Education  
 Arts and Sciences  
 Health and Human Services

## Doctoral Students

This classification is for students who declare a doctoral degree.

Governors State University doctoral programs have varied requirements for admission. Programs may have specific deadlines for the submission of applications and required materials. Contact the appropriate department/division for specific application forms and admission requirements.

Applicants must submit a non-refundable \$75 application fee.

**To apply:** Submit an application, the application fee, credentials, program application fees, and official transcripts from all colleges/universities attended to the Office of Admission and Student Recruitment.

**Deadlines:** Please refer to the specific major sections in this catalog for criteria and deadlines.

## Undeclared/Non-Degree Seeking

### *Undergraduate Undecided Students*

Transfer students who have not completed a bachelor's degree from any college or university, have earned 24-59 semester hours (or 36-88.5 quarter hours), and who have not declared an undergraduate major, but plan to do so by their junior year may fit in this category.

Students in this classification:

- are eligible for university administered financial aid;
- will be assigned an advisor in the Center for the Junior Year. Undecided students who have not decided on a career path may receive career counseling that will facilitate the career decision-making process. Once a career decision is made, the student may apply to a degree program. Upon admission, an academic advisor will be assigned and a study plan completed;
- who choose not to seek a degree at GSU must change their status to a non-degree seeking or undeclared student when they reach 60 semester hours earned; and
- if after earning a total 60 semester hours (or 90 quarter hours) and have not been admitted to a major will automatically be converted to non-degree seeking and no longer eligible for financial aid.

**Requirements-**Applicants must:

1. have earned (or will have earned by the term in which they wish to enroll) at least 24 semester hours (or 36 quarter hours) of credit but not more than 60 semester hours (or 90 quarter hours) from a regionally accredited institution of higher education with at least a "C" average (2.0 on a scale of 4.0) in any 24 semester hours (or 36 quarter hours) of the total collegiate hours; and
2. have been in good standing at the last institution attended.

Applicants must submit a non-refundable \$25 application fee.

**To apply:** Submit an application, the application fee, credentials, and official transcripts from all colleges/universities attended, which demonstrate meeting criteria 1 and 2 above directly to the Office of Admission and Student Recruitment.

**Deadlines:** Most programs are on a rolling admission basis. Students are strongly encouraged to apply early.

### *Undergraduate Undeclared Students*

Transfer students who have not completed a bachelor's degree from any college or university, have earned 60 semester hours (or 90 quarter hours) or more of college level coursework, and who have not declared an undergraduate major may fit in this category.

Students in this classification:

- are **not eligible** for university administered financial aid;
- will be assigned an advisor in the Center for the Junior Year. Undeclared students who have not decided on a career path may receive career counseling that will facilitate the career decision-making process. Once a career decision is made, the student may apply to a degree program. Upon admission, an academic/faculty advisor will be assigned and a study plan completed;
- who choose not to seek a degree at GSU must change their status to a non-degree seeking student; and
- if after registering for 18 credit-hours and have not been admitted to a major will automatically be converted to non-degree seeking.

Course work completed in this status may or may not be applicable to a major, subject to approval by the advisor and appropriate dean.

**Requirements-**Applicants must:

1. have earned (or will have earned by the term they wish to enroll) an Associate of Arts (AA), an Associate of Science (AS), and Associate of Science and Arts (ASA), or an Associate of Arts in Teaching (AAT) degree from a regionally accredited institution of higher education; or
2. have earned (or will have earned by the term in which they wish to enroll) at least 60 semester hours (or 90 quarter hours) of credit from a regionally accredited institution of higher education with at least a "C" average (2.0 on a scale of 4.0) in any 60 semester hours (or 90 quarter hours) of the total collegiate hours; and
3. have been in good standing at the last institution attended.

Applicants must submit a non-refundable \$25 application fee.

**To apply:** Submit an application, the application fee, credentials, and official transcripts from all colleges/universities attended, which demonstrate meeting criteria 1-3 above directly to the Office of Admission and Student Recruitment.

**Deadlines:** Most programs are on a rolling admission basis. Students are strongly encouraged to apply early.

### *Undergraduate Non-Degree Seeking Students*

Students who have not completed a bachelor's degree from any college or university and who do not intend to earn a degree may fit into this category.

Course work completed as a non-degree seeking student is not applicable to any degree offered by GSU, except by written exception by the dean of the appropriate college.

Students in this classification are **not eligible** for university administered financial aid. Applicants must submit the non-refundable \$25 application fee.

**Requirements-**Applicants must:

1. have earned a high school diploma or GED equivalent.
2. have been in good standing at the last institution attended.

Students admitted as Undergraduate Non-Degree Seeking Students must re-apply to Governors State University if they wish to change their status to Degree Seeking.



### *Graduate Non-Degree Seeking Students*

Students with bachelor's or higher degrees from a regionally-accredited institution who do not intend to earn a degree at Governors State may fit this category.

Coursework completed as a non-degree seeking student does not automatically apply to a degree program. The application of such courses to degree requirements is governed by the policies established by the University and the dean and faculty of each college in effect at the time of admission to a degree program. No more than six (6) credit hours earned while in non-degree status may be applied toward the requirements of any graduate degree program. Transfer of credits earned in non-degree seeking status to a degree program requires approval of the appropriate academic dean. Applicants must submit a \$25 non-refundable application fee.

Non-degree seeking students are not eligible for University-administered financial aid.

**Requirements-**Applicants must:

1. have earned a bachelor's or graduate degree from a regionally accredited institution.
2. have been in good standing at their last institution attended.

Students admitted as Graduate Non-Degree Seeking Students must re-apply to Governors State University if they wish to change their status to Degree Seeking.

## **Certificate Students**

Students not currently enrolled at GSU, who want to earn a certificate, fit this category. Applicants must:

1. provide evidence of a bachelor's degree or higher from a regionally-accredited post-secondary institution based on the certificate classification;
2. be in good academic standing at the last institution attended;
3. have satisfied any applicable collegial and/or major admission criteria for the certificate program for which they are applying. Refer to the information related to specific major areas of interest in this catalog for special collegial and/or major admission criteria and additional credentials which may be required.

Graduate-level student applicants must submit a non-refundable \$50 application fee.

*To apply:* Submit an application, the appropriate application fee, credentials, and official transcripts from the post-secondary institution, which demonstrate meeting criteria 1-3, to the Office of Admission and Student Recruitment.

## **Certificate Programs with Special Admission Requirements**

The certificate programs listed on Academic Degree Programs Offered have special admission criteria beyond the general university requirements. This could include additional materials and/or application deadlines. Refer to the specific certificate sections in this catalog for the criteria and deadlines of contact the appropriate department/division for specific admission information.

## **International Students**

An international student is an applicant who is not a citizen or permanent resident of the United States:

1. who is authorized to stay in the United States for a temporary period as a non-immigrant, or
2. who has applied for a change of status to become a permanent resident of the United States but has not been issued an alien registration card effective as of the date classes begin for the semester in which they are enrolled. Please see Additional Information.

International students are eligible for admission to degree programs but may only be admitted as non-degree seeking students if pursuing a degree at another institution. That institution must provide written verification of enrollment in a degree program.

GSU is authorized under federal law to sponsor nonimmigrant alien students studying on an F-1 visa or J-1 visa.

Applicants on F-1 or J-1 visas, or any other temporary visas, are not eligible to be classified as residents of the State of Illinois for tuition purposes, regardless of actual length of residence in the State of Illinois, unless otherwise authorized by The Office of the Registrar and The Office of International Services.

The applicant on an F-1 student or J-1 student visa must plan to pursue a full-time program of academic study at Governors State University (6 credit-hours per term for doctoral students, 9 credit-hours per term for master's degree students, and 12 credit-hours for undergraduate students).

All transcripts, letters, financial documents and other admission material become the property of GSU.

NOTE: Governors State University requires that all F-1 and J-1 students have health insurance that meets the U.S. Department of State standards.

## International Students Requirements for Admission

Applicants must:

1. submit satisfactory educational records;
2. submit official TOEFL report with one of the minimum acceptable scores on the Test of English as a Foreign Language (TOEFL) listed below, submit official IELTS report with the minimum acceptable score of 6.0 academic version, or submit official PTE report with one of the minimum acceptable scores on the Pearson Test of English Academic (PTE) listed below, unless a higher score is required by the academic program, or complete coursework from ELS Education Services Inc.'s Language Centers (ELS). For this option, students must complete through a minimum level of 112; and
3. provide evidence of financial support to meet all financial needs for the duration of their studies at GSU, such as: an affidavit of financial support and an original financial document, such as a bank statement, with evidence of sufficient liquid assets.

For the TOEFL, a minimum acceptable score is as follows:

Undergraduate Level Applicants			
Type of TOEFL Exam	Paper	Computer	Internet (iBT)
Total Score	500	173	68
Reading	53	20	19
Writing	54	21	16
Listening	53	19	18
Speaking	-	-	15

For the PTE, a minimum acceptable score is as follows:

Undergraduate Level Applicants	Total Score: 47
Listening	48
Speaking	40
Reading	51
Writing	43
Master Level Applicants	Total Score: 53
Listening	53
Speaking	53
Reading	53
Writing	53
Doctoral Level Applicants	Total Score: 62
Listening	56
Speaking	70
Reading	54
Writing	64

## How to Apply for Admission

The completed application for admission should be sent to the Office of International Services, Governors State University, 1 University Parkway, University Park, Illinois 60484, U.S.A., with the following documents and academic credentials:

1. An application for admission as a degree-seeking student. The application may be submitted online previous to mailing in the documents or a paper copy may be included in the application packet.
2. Official academic credentials. These may include any or all of the following:
  - a. national examination results,
  - b. diplomas and/or certificates,
  - c. complete records of all college, university, or other secondary or post- secondary work;
  - d. college or university transcripts, if applicable.
3. Official TOEFL, IELTS, OR PTE score report or evidence of completion of ELS level 112.

4. Evidence that adequate funds are available to meet all financial needs for the duration of studies at Governors State University.

NOTE: Applicants must submit an evaluation of academic credentials. Official foreign credentials must be evaluated by Educational Credential Evaluators (ECE) in Milwaukee, Wisconsin or by any other NACES (National Association of Credential Evaluation Services) member organization. Applicants who would like transfer credit for prior coursework should request a "course-by-course" evaluation report. Applicants who are seeking graduate program admission with no transfer credit should request a "general" evaluation report. For more information, please contact the Office of International Services at 708.235.7611.

Applicants must provide any required additional special admission credentials for the desired major. Refer to other sections of this catalog for any necessary special admission requirements.

Applicants to an undergraduate program must submit a non-refundable \$25 application fee.

Applicants to a master's program must submit a nonrefundable \$50 application fee.

Applicants to a doctoral program must submit a \$75 non-refundable application fee.

#### *Additional Information*

F-1 visa students who wish to transfer to Governors State University must submit a copy of the current school I-20 form, transcript, and a letter from the current school showing dates of enrollment and eligibility to transfer.

The Office of International Services is available to assist students with the visa application process.

Additional information is available on the Office of International Services (OIS) website at [www.govst.edu/ois](http://www.govst.edu/ois).

OIS is available to help international students arrange for airport pickup and housing. Many students live in the immediate area or in Chicago and commute either by car, train or university shuttle to Governors State University. For further information and to coordinate the details of your arrival at GSU, please contact the Office of International Services at [ois@govst.edu](mailto:ois@govst.edu).

## **Supplemental Admission Information**

### **Deferred Admission/Enrollment**

A student may defer his or her admission/enrollment one time per admission application, not to exceed one year from the original admission term. For example, if a student applies for Fall 2017 admission, he/she may update his/her admission one time, to a future term as far in the future as Fall 2018. International students are allowed to defer their enrollment twice per admission application, not to exceed one year from the original term of application. After one year, a new admission application and application fee is required.

Students who are admitted for a term/semester but do not defer or enroll by the 4th week of classes will be marked as No Show and made inactive. A new application will be required for admission to future terms/semesters.

#### *Readmission*

Reapplication and readmission to the university is required if a student:

1. has completed a degree at GSU and wishes to reenter into another major, into undeclared/non-degree-seeking status, or into a certificate program;
2. has been admitted as an undeclared/non-degree seeking student and is seeking admission to a major or into a certificate program;
3. has lost continuing student status as defined by university policy; or
4. is seeking a level change, i.e., from undergraduate to graduate status or from graduate to undergraduate status.

Students are subject to the continuing student status policy, with the exception of students enrolled in accredited programs where accreditation requirements would prohibit reactivation of a student's active level.

Students whose enrollment is interrupted for three or more consecutive terms must contact their advisor to be reactivated before enrollment, with the exception of students enrolled in accredited programs where accreditation requirements would prohibit reactivation of a student's active status. Any student whose enrollment is interrupted for two or more years (6 or more consecutive terms) must reapply through the Office of Admission and Student Recruitment and will be subject to any new admission and curricular requirements.

With regard to certain accredited programs, the reactivation of a student's status is determined on a program basis. Occupational Therapy requires that students who have not been enrolled for one year (three consecutive terms, including Summer) must apply for readmission to the M.O.T. program. Bachelor and Master of Social Work require that students who have not been enrolled for three years (nine consecutive terms, including Summer) must apply for readmission to the appropriate B.S.W. or M.S.W. program. Master of Arts in Counseling requires that students who have not been enrolled for more than one year (four consecutive terms, including Summer) must apply for readmission to the Counseling program. Doctorate of Physical Therapy requires that students who have not been enrolled for more than one year (four consecutive terms, including Summer) must apply for readmission to the D.P.T. program.

#### *Special Admission (New and Readmission)*

Readmission and Special Admission provide for the possible petition for readmission by students, who left on academic probation or who were suspended from the university. The policy also provides for cases of special admission requested by applicants who do not meet the published criteria for admission.

All readmissions involving students who left the university while on academic probation or those suspended from Governors State University and all special admission cases (defined herein) shall be considered by the University Committee on Readmissions and Special Admissions. The committee shall make recommendations to the appropriate division or department chairperson or director, who will make the final decision with input from the program faculty.

The policies on readmissions appear in the Appendix.

Additional information regarding special admission opportunities and petitions for admission are available from the Office of Admission and Student Recruitment or on its website at [www.govst.edu/admission](http://www.govst.edu/admission).

#### *Dual Degree Program*

Under special agreement between Governors State University and area community colleges, students may be eligible to participate in a Dual Degree Program. Area community colleges include City Colleges of Chicago, College of DuPage, Harper College, Joliet Junior College, Kankakee Community College, Moraine Valley Community College, Morton College, Prairie State College, South Suburban College, Triton College and Waubensee Community College. Dual Degree Program students complete their Associate degree at a partner community college and transfer to GSU for their upper-division courses to complete in their Bachelor's degree program. Students who are interested in participating in the Dual Degree Program are encouraged to contact their counselor at their community college. The benefits of the Dual Degree Program include working closely with advisors from both institutions, participating in student life at both institutions, and specific tuition and scholarship opportunities. Dual Degree Program students are provided with the services from both institutions to help ensure that they make a seamless transition from their community college to Governors State University. For more information, please contact Jessica Specht, Director of Dual Degree Program, at 708.534.4494 or go to [www.govst.edu/dualdegree](http://www.govst.edu/dualdegree).

## **English Language Proficiency Requirement**

The university wishes to ensure that applicants have attained sufficient mastery of the English language necessary to achieve academic success. Prior to admission to a degree or certificate program, all applicants who do not hold a previous degree or diploma from an institution where English was the foundational language must provide evidence acceptable to the University of having attained sufficient mastery of the English language. Applicants must attain a minimum acceptable score on the Test of English as a Foreign Language (TOEFL), a minimum acceptable score on the International English Language Testing System (IELTS), a minimum acceptable score on the Pearson Test of English Academic (PTE), or have completed a minimum proficiency level of 112 through ELS Education Services Inc.'s Language Centers.

For the TOEFL minimum acceptable scores, see the TOEFL table or refer to GSU Policy 9. For the PTE minimum acceptable scores, see the PTE table or refer to GSU Policy 9. The minimum acceptable IELTS score is 6.0

The attainment of a minimum acceptable score on TOEFL or IELTS does not take the place of any special English language proficiency requirements for specific majors or university requirements as stated in this catalog.

Implementation and verification of the minimum competencies will be done by the Office of Admissions and the Office of International Services.

## **Admission to a Degree Program with Non-U.S. Credentials**

The university will also consider applications to any degree program for those individuals that are neither citizens nor permanent residents of the United States of America and that will not study at GSU on an F-1 or J-1 student visa.

The completed application for admission should be sent to the Office of International Services, Governors State University, 1 University Parkway, University Park, Illinois 60484, U.S.A., with the following documents and academic credentials:

1. An application for admission as a degree-seeking student. The application may be submitted online previous to mailing in the documents or a paper copy may be included in the application packet.
2. Official academic credentials. These may include any or all of the following:
  - a. national examination results,
  - b. diplomas and/or certificates,
  - c. complete records of all college, university, or other secondary or post- secondary work;
  - d. college or university transcripts, if applicable.
3. Official TOEFL, IELTS, or PTE score report or evidence of completion of ELS level 112.

For the TOEFL minimum acceptable scores, see the TOEFL table. For the PTE minimum acceptable scores, see the PTE table or refer to GSU Policy 9. The IELTS minimum acceptable score is 6.0.

NOTE: Applicants must submit an evaluation of academic credentials. Official foreign credentials must be evaluated by Educational Credential Evaluators (ECE) in Milwaukee, Wisconsin or by any other NACES (National Association of Credential Evaluation Services) member organization. Applicants who would like transfer credit for prior coursework should request a "course-by-course" evaluation report. Applicants who are seeking graduate program admission with no transfer credit should request a "general" evaluation report. For more information, please contact the International Services at 708.235.7611.

Applicants must provide any required additional special admission credentials for the desired major. Refer to other sections of this catalog for any necessary special admission requirements.

Applicants on or seeking F-1 or J-1 visas should refer to the section on international students.

## **College Board Advanced Placement Program**

Governors State University awards college credit for Advanced Placement (AP) exams with scores of three (3) or higher depending upon the exam. The AP chart below gives information about earned scores and associated credits earned for each examination. Specific questions in regard to how AP credit(s) potentially apply to your selected major must be directed to an Academic Advisor in the student's program of study.

If you are a high school student and requested that the College Board send your scores to Governors State University when you took the tests, your scores will be evaluated in early August when GSU receives the score report. If your AP test score meets the requirements for course/elective credit, you will see the appropriate credit posted onto your student record in 8-12 weeks after scores are received by the Admissions Office. Scores of two (2) or one (1) will not be considered for course or elective credit. An AP exam score of three (3) may be considered for credit in some cases as listed on the official GSU AP chart. Scores of four (4) or five (5) will be considered for course or elective credit as listed on the official GSU AP chart.

As defined by the College Board, each AP exam score is a weighted combination of your score on the multiple-choice section and the free-response section of the exam. The final score is reported on a 5-point scale:

- 5 = extremely well qualified
- 4 = well qualified
- 3 = qualified
- 2 = possibly qualified
- 1 = no recommendation

If you did not ask the College Board to send your scores to GSU, you will need to contact the College Board directly to make this request. You can obtain reports by:

U.S. Mail:

AP Exams  
P.O. Box 6671  
Princeton, NJ 08541

Scores by phone: 1-888-225-5427

Check the College Board web site to be sure to follow proper directions to get AP scores:  
[www.collegeboard.com/student/testing/ap/exgrd.html](http://www.collegeboard.com/student/testing/ap/exgrd.html)

The code number for Governors State University is 0807.

If you are a college student transferring to GSU and you took an AP exam in high school, check the AP chart to see if GSU will grant credit for your score. If you want this credit attached to your GSU transcript, contact the College Board. No credit can be posted until a student has enrolled at GSU and official AP scores have been received from the College Board.

<b>Governors State University Advanced Placement Credit Table</b>			
TEST	SCORE REQUIRED	COURSE AWARDED	GSU CREDIT HOURS
<b>ART</b>			
Art History	5, 4, 3	<b>ART - 1111 Survey of Art History II (3)</b>	3
Studio Art 2D Design	5, 4, 3	<b>ART - 1210 Two-Dimensional Design (3)</b>	3
Studio Art 3D Design	5, 4, 3	<b>ART - 1211 Three-Dimensional Design (3)</b>	3
Studio Art Drawing	5, 4, 3	<b>General Elective (specific course equivalency pending student portfolio review by GSU faculty)</b>	3
<b>BIOLOGY and CHEMISTRY</b>			
Biology	5, 4	<b>BIOL - 1500 General Biology I (3) +</b>	3+1

		<b>BIOL - 1501 General Biology I Laboratory (1)</b>	
Biology	<b>3</b>	<b>BIOL - 2102 Biological Science Foundations I (3) + BIOL - 2107 Biological Science Foundations Laboratory (1)</b>	<b>3+1</b>
Chemistry	<b>5, 4</b>	<b>CHEM - 1141 General Chemistry I (3) + CHEM - 1142 General Chemistry I Lab (1)</b>	<b>3+1</b>
Chemistry	<b>3</b>	<b>CHEM - 1111 Chemical Science Foundations I (3) + CHEM - 1112 Chemical Science Foundations Laboratory (1)</b>	<b>3+1</b>
Environmental Science	<b>5, 4, 3</b>	<b>BIOL - 1200 Environmental Biology (3) + BIOL - 1201 Environmental Biology Lab (1)</b>	<b>3+1</b>
<b>COMPUTER SCIENCE</b>			
Computer Science A	<b>5, 4, 3</b>	<b>CPSC - 2100 Introduction to Computing (3)</b>	<b>3</b>
<b>ECONOMICS</b>			
Microeconomics	<b>5, 4</b>	<b>ECON - 2301 Principles of Microeconomics (3)</b>	<b>3</b>
Microeconomics	<b>3</b>	<b>General Elective</b>	<b>3</b>
Macroeconomics	<b>5, 4</b>	<b>ECON - 2302 Principles of Macroeconomics (3)</b>	<b>3</b>
Macroeconomics	<b>3</b>	<b>General Elective</b>	<b>3</b>
<b>ENGLISH</b>			
English Language and Composition	<b>5, 4,</b>	<b>ENGL - 1000 Writing Studies I (3)</b>	<b>3</b>
English Language and Composition	<b>3</b>	<b>General Elective</b>	<b>3</b>



English Literature and Composition	5, 4, 3	<b>H3-900 - Introduction to Literature (IAI course number)</b>	<b>3 or 6</b>
<b>GEOGRAPHY</b>			
Human Geography	5, 4, 3	<b>S4900N - Introduction to Human Geography (IAI course number)</b>	<b>3</b>
<b>HISTORY</b>			
European History	5, 4, 3	<b>HIST - 2710 World History Since 1500 (3)</b>	<b>3</b>
U.S. History	5, 4, 3	<b>HIST - 1110 History of the United States to 1865 (3)</b>	<b>3</b>
World History	5, 4, 3	<b>HIST - 2700 World History to 1500 (3)</b>	<b>3</b>
<b>MATHEMATICS</b>			
Calculus AB	5, 4	<b>MATH - 2290 Calculus I (4)</b>	<b>4</b>
Calculus AB	3	<b>MATH - 2281 Applied Calculus (3)</b>	<b>3</b>
Calculus BC	5, 4	<b>MATH - 2290 Calculus I (4) MATH - 2292 Calculus II (4)</b>	<b>8</b>
Calculus BC	3	<b>MATH - 2290 Calculus I (4)</b>	<b>4</b>
Statistics	5, 4, 3	<b>MATH - 2100 Elementary Statistics (3)</b>	<b>3</b>
<b>LANGUAGE STUDIES</b>			
Chinese Language and Culture	5, 4	<b>Humanities or General Elective</b>	<b>6</b>
Chinese Language and Culture	3	<b>Humanities or General Elective</b>	<b>3</b>
French Language and Culture	5, 4	<b>Humanities or General Elective</b>	<b>6</b>
French Language and Culture	3	<b>Humanities or General Elective</b>	<b>3</b>
German Language and Culture	5, 4	<b>Humanities or General Elective</b>	<b>6</b>

German Language and Culture	3	Humanities or General Elective	3
Italian Language and Culture	5, 4	Humanities or General Elective	6
Italian Language and Culture	3	Humanities or General Elective	3
Japanese Language and Culture	5, 4	Humanities or General Elective	6
Japanese Language and Culture	3	Humanities or General Elective	3
Latin	5, 4	Humanities or General Elective	6
Latin	3	Humanities or General Elective	3
Spanish Language	5, 4	Humanities or General Elective	6
Spanish Language	3	Humanities or General Elective	3
Spanish Literature and Culture	5, 4	Humanities or General Elective	6
Spanish Literature and Culture	3	Humanities or General Elective	3
MUSIC			
Music Theory	5, 4, 3	Humanities or General Elective	3
PHYSICS			
Physics B	5, 4, 3	<b>PHYS - 1111 Physical Science Foundations (3)</b> <b>PHYS - 1112 Physical Science Foundations Laboratory (1)</b>	3 + 1
Physics C Mechanics	5, 4, 3	<b>PHYS - 2141 Intermediate Physics I (3)</b> <b>PHYS - 2142 Intermediate Physics Lab I (1)</b>	3 + 1

		<b>OR</b> <b>PHYS - 2171 University Physics I (3)</b> <b>PHYS - 2172 University Physics I Lab (1)</b>	
Physics C Electricity and Magnetism	<b>5, 4, 3</b>	<b>PHYS - 2143 Intermediate Physics II (3)</b> <b>PHYS - 2144 Intermediate Physics Lab II (1)</b> <b>OR</b> <b>PHYS - 2181 University Physics II (3)</b> <b>PHYS - 2182 University Physics II Lab (1)</b>	<b>3 + 1</b>
<b>POLITICAL SCIENCE</b>			
Comparative Government and Politics	<b>5, 4, 3</b>	<b>POLS - 2950 Transformation of Global System (3)</b>	<b>3</b>
U.S. Government and Politics	<b>5, 4, 3</b>	<b>POLS - 2100 American National Government (3)</b>	<b>3</b>
<b>PSYCHOLOGY</b>			
Psychology	<b>5, 4, 3</b>	<b>PSYC - 1101 Principles of Psychology (3)</b>	<b>3</b>

## Prior Learning Credit

### Military and Life Experience

Your military service or life experiences have given you in-demand competencies, like leadership, team motivation and management, cultural capability, language and communication, and more. At GSU, we give credit by evaluation (Joint Service Transcripts/Community College Air Force), standardized testing (CLEP/ DSST) and portfolio assessment, to make the most of your achievements and help you save time and money. Military training and experience is assessed according to the American Council on Education (ACE) standards for recommended college credit. We offer CLEP and DSST Testing in our on-site Testing Center.

Take the self-assessment to assess eligibility for PLA credit at: [www.govst.edu/PLA-Assessment](http://www.govst.edu/PLA-Assessment).

Policy 36 identifies the process by which students may obtain college credit(s) for prior experiential learning.

## College Level Examination Program (CLEP and DSST)

Governors State University may award credit on the basis of scores earned on the College Level Examination Program (CLEP) and DSST Exams. Students are advised to consult their college and/or advisor for assistance in determining GSU course credit and required scores before taking any CLEP examination. Not all exams will be applicable to all programs and minimum scores are required to receive credit. If you have previously completed a CLEP or DSST exam, you will be required to have the official score report sent directly to GSU. The GSU school code for CLEP testing is 1263. The GSU school code for DSST Exams is 8536.

CLEP tests and DSST exams are regularly administered on campus as well by the Testing Center. For further information on CLEP and DSST examinations and exam scheduling, call the GSU Testing Center at (708) 235-7555 or email at [testingcenter@govst.edu](mailto:testingcenter@govst.edu). You can also view test information at [www.govst.edu/testing-center/](http://www.govst.edu/testing-center/).

## Seal of Biliteracy

Governors State University will award credit to students earning the State Seal of Biliteracy beginning in Fall 2017. Students who present appropriate documentation of the Seal to their advisor within three years of high school graduation will be awarded six hours of foreign language credit. Students are responsible for initiating a review of the Seal.

## Placement Policy for Mathematics and Writing

All freshmen admitted to GSU are placed based on their high school grades and scores on the standardized, normed assessment through the admissions process. For math placement, students falling below direct admit criteria will be required to complete math placement assessment. For writing, students falling below direct admit criteria will be required to participate in a writing assessment.

## Registration

All newly admitted and active continuing students who do not have a university hold on their record are eligible to register. Tuition and applicable fees are due as billed by the payment deadline published each term.

**Maximum Credit-hour Load.** Undergraduate and graduate students may register for up to 18 credits for Fall and Spring terms and 12 credits for Summer term. Permission from the college dean is required to exceed these credit-hour maximums.

**Course Prerequisites and Corequisites.** A prerequisite is a course that must be completed before registration in a particular course. A corequisite is a course that is taken at the same time as another course. Several courses have prerequisites and/or corequisites. Students should contact their academic advisors for more information.

**Continuing Student Status.** Continuing students at Governors State University are defined as degree-seeking students whose enrollment at Governors State has not been interrupted for more than five calendar years (15 consecutive terms, including summer terms). This does not include students who have enrolled in accredited programs where accreditation requirements prohibit return to active status following non-enrollment for more than three to 14 consecutive terms. Students in such accredited programs may return only with the program director's permission.

Enrollment is defined as registration for one or more credit-hours or audit (noncredit programs/courses are excluded). Degree-seeking students are subject to the curricular requirements in effect at the time of their initial admission and who maintain active continuing student status.

Degree-seeking students who lose continuing status must reapply and be readmitted. They will be subject to the admission and curricular requirements of the university, college, and specific major in effect at the time of readmission.

**Add and Drop.** Students may add and/or drop courses any time during the published periods without penalty. See the online course schedule for registration period details.

**Full time Student Status.** An undergraduate student is considered to be enrolled full time for any given term if he or she is enrolled in 12 credit hours for that term. A graduate student at the master's level is considered to be enrolled full time for any given term if he or she is enrolled in nine credit hours for that term. A graduate student at the doctoral level is considered to be enrolled full time for a given term if he or she is enrolled in six credit hours for the term.

## **Late Registration Charge**

Students must register at least 14 days prior to the beginning of each fall and spring semester in order to avoid late registration charges. Exceptions include students who are in the first semester of enrollment at Governors State University and students who are adding courses to an established schedule.

## **Illinois Articulation Initiative (IAI)**

The Illinois Articulation Initiative (IAI) is a statewide initiative designed to allow students to transfer easily from one college/university to another. Governors State University is a participating receiving university.

The Illinois Articulation Initiative has established a General Education Core Curriculum (GECC), which is the statewide transfer general education curriculum common to all IAI member institutions. Governors State University accepts all courses in this curriculum toward its general education requirements. Students may, however, transfer to GSU without completing the GECC. Even though not included in IAI, students may also transfer credits from an out-of-state institution.

In order to ease transfer for Illinois students, GSU has used the IAI designations whenever possible. This is not to limit the transferability of courses but to ensure the transfer of courses which carry the IAI designation. Comparable courses from out-of-state institutions (not bearing the IAI designation) may be accepted for transfer.

For more information on the IAI, see the IAI website at [www.itransfer.org](http://www.itransfer.org).

## **Articulation Agreements**

To minimize transfer problems for students, Governors State University and area community colleges have developed articulation agreements that help students plan bachelor's degree programs beginning at the community college and finishing at Governors State University. These agreements assure smooth transition from lower-division study to upper-division study and completion of a bachelor's degree. For more information on articulation, see the website at [www.govst.edu/apply](http://www.govst.edu/apply).

## Tuition and Fee Payment Policies

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- [Payment of Tuition and Fees](#)
- [Payment Options](#)
- [Payment Plan](#)
- [On-Campus Tuition Schedule](#)
- [Undergraduate Indiana Resident](#)
- [Fees](#)
- [Mandatory Fees](#)
- [Explanation of Fees](#)
- [Program and Service Fees](#)
- [Determination of Undergraduate/Graduate Tuition Rates](#)
- [Residency](#)
- [Refunds](#)
- [Unsatisfied Financial Obligations](#)
- [University Holds](#)

## Payment of Tuition and Fees

Payment due dates are term specific. Tuition and applicable fees must be paid no later than the date specified for each term. A \$100 late fee will be assessed to all accounts not paid in full by the due date. Information regarding these due dates is available on the GSU website and is also communicated to students via the students' GSU e-mail.

Electronic payment plan options for each term are available on the GSU website or the myGSU portal. There is a \$40 non-refundable fee for setting-up a payment plan. Refer to the "Payment Plan" section of the catalog for more information.

Students who fail to pay by the published due dates will be placed on University hold list and are at risk of being dropped for nonpayment. This includes those students who receive financial aid, tuition waivers, and work/organization sponsored tuition assistance.

If you do not plan to attend GSU and your classes have not been dropped for non-payment, it is your responsibility to drop your classes by the 100% refund deadline.

## Payment Options

Governors State University offers various types of payment methods, as follows:

- Online - via myGSU portal using credit card or electronic check (checking or savings account).
- By phone - using credit card by phoning the Cashier's Office at 708.534.4055.
- In person - at the Cashier's office using cash, money order, check or credit card.

By mail - using money order or check by mailing payment to:

Governors State University  
Cashier's Office  
1 University Parkway  
University Park, IL 60484-0975

The University accepts Visa, MasterCard and Discover. A \$25 service fee will be assessed for any check returned by the bank. Information on payment options is available on the GSU website and is also communicated to students via the students' GSU e-mail.

## Payment Plan

The University offers several payment plan options for each term through the TouchNet system (online). A \$40 non-refundable payment plan set-up charge will need to be paid at the time of enrollment in the plan.

TouchNet payment plans include feature that will automatically deduct the monthly payments from the student's or parent's debit or credit card. As part of enrolling in the plan, payments are scheduled and processed on the due dates without additional action needed on the part of the student or parent. It is the student's or parent's responsibility to make payments according to the payment plan schedule. If payment declines or does not go through due to insufficient funds, the student's account will be assessed a \$25 late fee for each installment that is late. Failure to have met prior payment plan obligations may prohibit you from entering into a payment plan with the University for future semesters.

Information on payment plan is available on the GSU website and is also communicated to students via the students' GSU e-mail.

## On-Campus Tuition Schedule

### Undergraduate Guaranteed Tuition Plan

Under the Guaranteed Tuition Plan, the tuition for undergraduate students who are **Illinois residents** is assessed at a per-credit-hour tuition rate during the term they first register and the same tuition rate will apply for each of the following consecutive eleven terms (fall, spring, or summer). If the undergraduate student has not yet completed their undergraduate degree at Governors State University after the initial 12 consecutive terms then tuition will be assessed at the guaranteed rate of the year following the student's initial enrollment. This new rate will then be assessed for a maximum of 6 consecutive terms (fall, spring, or summer).

For the 2019-2020 academic year, per-credit-hour tuition rates for undergraduate students who are Illinois residents are as follows:

Year of First Registration at GSU	Tuition per Credit Hour
2019-2020	\$313
2018-2019	\$313
2017-2018	\$313
2016-2017	\$272
2015-2016	\$272
2014-2015	\$255

### Undergraduate Tuition for 2019-2020 (per credit hour)

Undergraduate	Illinois Resident	Non-Resident
Tuition	\$313	\$626

### Master's Degree Tuition for 2019-2020 (per credit hour)

<b>Master Level Graduate</b>	<b>Illinois Resident</b>	<b>Non-Resident</b>
Occupational Therapy	\$490	\$980
College of Business	\$406	\$812
All Other Master's programs	\$353	\$706

**Specialist Degree Tuition for 2019-2020** (per credit hour)

<b>Specialist</b>	<b>Illinois Resident</b>	<b>Non-Resident</b>
School Psychology	\$422	\$844

**Doctoral Degree Tuition for 2019-2020** (per credit-hour)

<b>Doctoral</b>	<b>Illinois Resident</b>	<b>Non-Resident</b>
Doctor of Nursing Practice	\$797	\$1139
Doctorate in Counselor Education and Supervision	\$477	\$955
Doctorate in Occupational Therapy	\$797	\$1139
Doctorate in Physical Therapy	\$613	\$1139
Doctorate in Interdisciplinary Leadership	\$477	\$955

## Undergraduate Indiana Resident

Undergraduate students who are residents of Indiana pay the same per-credit-hour tuition rate as the one established for that same academic year for students who are new to GSU and who are Illinois residents. Indiana students do not qualify for the Illinois Guaranteed Tuition Plan.

## Fees

The fees listed in this section of the catalog are subject to change for any subsequent term. Please check the GSU website for any changes. All students who have applied and been admitted to an on campus academic program or enrolled as an on campus non-degree seeking student at Governors State University must pay these fees. All practicum and internship classes are classified as on campus classes. Therefore, mandatory on campus fees will be assessed to students taking practicum and internship classes.

## Mandatory Fees

The following are the mandatory fees for the 2019-2020 Academic Year:



	<b>On-Campus (Main Campus)</b>	<b>Totally Online/ Off-Campus Programs</b>
<i>Per Credit Hour:</i>		
Facilities	\$39	\$39
Strategic Initiative	\$16	\$16
Technology	\$13	\$13
Career and Counseling	\$5	\$5
Student Center	\$16	\$0
Student Activity	\$11	\$0
Health Services	\$5	\$0
Online/Off-Campus	\$0	\$32
<b>Total</b>	<b>\$105</b>	<b>\$105</b>

	<b>On-Campus (Main Campus)</b>	<b>Totally Online/ Off-Campus Programs</b>
<i>Per Term:</i>		
Parking and Walkway	\$38	\$0
<b>Total</b>	<b>\$38</b>	<b>\$0</b>

## Explanation of Fees

Amounts are for the 2019-2020 academic year.

**Audit Fee.** A non-refundable fee of \$75 is assessed per audited course in lieu of tuition.

**Career and Counseling Fee.** A fee of \$5 per credit hour is assessed to all currently enrolled students. The fee supports programs that will increase the academic success and retention of all students. This fee supports students throughout their education and the transition process by helping students prepare for employment after graduation. Services include career, personal, and academic counseling programs; mental health counseling; and disability services.

**Doctoral Application Fee.** There is a non-refundable doctoral student application fee of \$75 per application submitted.

**Facilities Fee.** A fee of \$39 per credit hour is assessed to all currently enrolled students. The fee is used for the maintenance and renewal of all GSU physical facilities, infrastructure, and operations.

**Graduation Fee.** A non-refundable graduation processing fee is assessed at the time students file their applications to graduate. The fee is \$125 for an undergraduate or graduate degree.

**Health Services Fee.** A fee of \$5 per credit hour is assessed to all currently enrolled on-campus students. The fee supports the operations of an on-campus Student Health Services Center where professional staff members are available to students seeking assistance with a variety of primary, non-emergency health care problems and concerns.

**Installment Payment Plan Fee.** Students opting to pay tuition and fees via an installment plan are charged \$40 per term.

**Late Payment Fee.** There is a non-refundable fee of \$100 charged for late payments.

**Late Registration Fee.** There is a non-refundable fee of \$100 charged for those registering for courses within 2 weeks before the term begins; those registering with permission after the term begins is charged \$200.

**Master's Application Fee.** There is a non-refundable master's student application fee of \$50 per application submitted.

**Off-Campus Program Fee.** A fee of \$32 per credit hour is assessed to all currently enrolled students under a totally off-campus program. The fee supports the coordination and delivery of programs held at locations other than the main campus.

**Online Program Fee.** A fee of \$32 per credit hour is assessed to all currently enrolled students under a totally online program. The fee supports the development and delivery of online degree programs and course offerings to meet the growing demand for choice in how education is delivered and received.

**Parking and Walkway Fee.** A fee of \$38 per term is assessed to all currently enrolled on-campus students and University employees to maintain the operation and maintenance of the parking lots and walkways, snow removal, repair, replacement, etc. along with quick-start/escort service, and the campus shuttle. University employees pay for parking through payroll deduction. Students are assessed parking fees with their enrollment fees.

**Strategic Initiative Fee.** A fee of \$16 per credit hour is assessed to all currently enrolled students. The fee supports targeted initiatives that enhance the student learning experience.

**Student Activity Fee.** A fee of \$11 per credit hour is assessed to all currently enrolled on-campus students. The fee supports Student Life programs and activities to enrich the extracurricular life of students including entertainment and educational events, student organizations and initiatives, Student Senate, student leadership development, Home Coming, Salute to Grads, student travel, and the student newspaper.

**Student Center Fee.** A fee of \$16 per credit hour is assessed to all currently enrolled on-campus students. The fee provides access and use of Recreation and Fitness Center facilities at no additional costs, funding for both club and competitive sports teams, and the operation of the Student Center and related programs and services.

**Technology Fee.** A fee of \$13 per credit hour is assessed to all currently enrolled students. The fee supports technology infrastructure and utilization including, but is not limited to, campus and classroom computers, upgrades to labs, wired/wireless internet services, and software for expanding computer access to students and upgrading computer hardware and software.

**Transcript Fee.** GSU charges a fee of \$10 per official transcript.

**Undergraduate Application Fee.** There is a non-refundable undergraduate student application fee of \$25 per application submitted.

## Program and Service Fees

Amounts are for the 2019-2020 academic year.

**Assessment Fee.** Fees are based on the current academic year undergraduate extended learning tuition rate. Students at GSU who submit a CEEL portfolio, or Interdisciplinary Studies (IDSS) students who elect to do a portfolio, are charged an assessment fee equivalent to tuition for one credit-hour for submission of a portfolio, and 40 percent of tuition for one credit-hour for assessment of each course or section. International portfolio fees are equivalent to tuition for two credit-hours.

Assessment of each course or section is 40 percent of this amount. To learn how to write and submit a portfolio that can be assessed for possible academic credit, students may attend a Portfolio Seminar with a fee approximately equivalent to tuition for one-half of a credit hour. Qualified students may enroll in an online or on-campus course with advisor approval. For those unable to attend a seminar, a Portfolio Seminar notebook and self-paced video are available at the GSU Bookstore. Military transcripts, which need to be sent to outside evaluators, are charged fees approximately equivalent to tuition for one-half of a credit-hour for this assessment.

For further information, call the Interdisciplinary Studies Office (IDSS) at 708.534.4092.

**Library Fees.** Most University Library services are free. However, copying, printing, and lost or damaged materials have a fee.

**Student Health Insurance.** Participation in a student health insurance program is optional. Information on basic annual plans for a single student is available from private companies. Information on these health insurance plans and fee rates for spouse and/or dependent coverage is also available in the Student Life Center (A2100).

## Determination of Undergraduate/Graduate Tuition Rates

Undergraduate tuition rates apply to all students who have not earned a baccalaureate degree, including degree-seeking, undeclared, and non-degree seeking students.

Graduate tuition rates apply to all students holding a baccalaureate degree, regardless of the level of course work in which they intend to enroll. This policy includes degree-seeking and non-degree-seeking students.

Students will be billed for tuition based on their status at the time of fee assessment. However, if delayed posting or retroactive changes to a student's record affect this status, tuition will be reassessed and the student billed or refunded any difference in tuition. Tuition adjustments will only be made for the current term.

## Residency

To be considered residents, students must have lived in Illinois for a period of at least six consecutive months immediately preceding the beginning of any term for which they register at the University and must continue to maintain bona fide residence in the state while enrolled at GSU. An individual may be eligible for residency if his/her parents or spouse qualifies as an Illinois resident using the above criteria.

See the Appendix of this catalog for additional information on resident status.

## Refunds

Students who drop from courses on or before the published 100 percent refund deadline are entitled to a full refund of tuition and fees.

Refunds of tuition and fees may also be made because of excess of tuition payments, Financial Aid, student's death, disability, extreme hardship, or institutional error. Additional information is available on the GSU website and at the Registrar's Office.

Refunds may be made via check or direct deposit.

## Unsatisfied Financial Obligations

Unsatisfied financial obligations to the University are pursued through placement with a collection agency, litigation, and/or placement in the Illinois Comptroller's Offset System. Collection costs incurred by the University in collecting monies due will be assessed to the debtor.

## **University Holds**

University holds are a means of identifying students with unsatisfied immunization, financial or academic obligations to the University. Students with holds may not register until holds are released.

## Financial Assistance

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- [Eligibility Criteria](#)
- [Programs Available](#)
- [Application Procedures](#)
- [Financial Aid Disbursement](#)
- [Federal Grants, Loans, Tuition Waivers, and Student Employment](#)
  - [Veterans Assistance](#)
  - [Pell Grants](#)
  - [Supplemental Educational Opportunity Grant \(SEOG\)](#)
  - [Federal Work Study](#)
  - [Federal Direct Subsidized Loan](#)
  - [Federal Direct Unsubsidized Loan](#)
  - [TEACH Grant](#)
- [State Scholarships, Grants, and Tuition Waivers](#)
  - [State of Illinois Monetary Award Program](#)
  - [Police, Fire, Correctional Officer Grant Program](#)
  - [Golden Apple Scholarship](#)
  - [Minority Teachers of Illinois Scholarship](#)
  - [Special Education Teacher Tuition Waiver](#)
  - [Department of Rehabilitation Services](#)
- [GSU Student Assistantships, Employment, and Foundation/Alumni Scholarships](#)
  - [Graduate Assistantship](#)
  - [Student Employment](#)
  - [GSU Foundation and Alumni Scholarships](#)
- [GSU Waivers](#)
  - [Mandatory Waivers](#)
  - [Discretionary Waivers](#)

The primary purpose of the financial aid program at Governors State University is to assist students in obtaining the financial resources necessary to cover their educational costs.

The Financial Aid Office encourages all students to apply early for financial assistance. Financial aid programs are designed to supplement student or family resources by bridging the gap between costs and the student's or family's measured ability to pay. The analysis of a student's or family's financial strength includes consideration of current income, assets, family size, number of family members in college, and any other factors that seriously alter a student's or family's financial situation.

## Eligibility Criteria

Requirements for federal and state sponsored financial aid vary, but generally, a student must:

1. be a U.S. citizen or a permanent resident;
2. be admitted to a degree program; and
3. be enrolled at least on a half-time basis (six hours) for most forms of aid.

## Programs Available

The Office of Financial Aid administers and coordinates aid funds from federal, state, university, and private sources. The various aid programs available may be divided into four broad categories: grants/scholarships, loans, student employment, and tuition waivers. Grants and scholarships are referred to as "gift aid" since they are not repaid. Loans must be repaid, with payments usually beginning six months after leaving school. Student Employment is often available during the academic year. In addition, tuition waivers covering in-state tuition for both undergraduate and graduate students are available.

## Application Procedures

The Office of Financial Aid processes aid on a year-round basis. Students are encouraged to apply for financial assistance annually, as early as October 1st to maximize their financial aid eligibility.

To determine eligibility for all forms of need-based aid, students must complete a Free Application for Federal Student Aid (FAFSA). The FAFSA is available at [www.fafsa.gov](http://www.fafsa.gov). Additional information and supporting documentation may be requested if the application is selected for verification.

Students should refer to the Office of Financial Aid website at [www.govst.edu/finaid](http://www.govst.edu/finaid) for detailed information on available types of aid and application forms/deadlines. The financial aid application is not complete until all required forms and supporting documents are on file and verified by the Office of Financial Aid.

## Financial Aid Disbursement

The first financial aid posting for each semester is after the census date for students who are enrolled at least half-time, have accepted their financial aid, and are maintaining satisfactory academic progress. Direct deposits and refund checks are completed within two weeks after financial aid is posted to student accounts.

## Federal Grants, Loans, and Tuition Waivers

### *Veterans Assistance*

For information concerning veterans benefits, contact the Veterans Resource Center or call 708-235-7597.

### *United States Department of Veterans' Affairs Educational Benefits*

Available to undergraduate and graduate students. Veterans, reservists, current members of the National Guard, those eligible for vocational rehabilitation for disabled veterans, and spouses and dependents of disabled or deceased veterans with benefits determined by the United States Department of Veterans' Affairs. Recipients of the monthly educational benefit must complete an application each term of enrollment at GSU for continued eligibility, monthly stipends, and other benefits. No repayment obligation.

Contact: GSU Veterans Resource Center for details.

### *Illinois Veterans Grant*

Available to undergraduate and graduate students. Must be a veteran with an honorable discharge or be serving in a foreign country in a time of hostility and be an Illinois resident six months before entering the service and have claimed residency six months after discharge. Must have served at least one year after, or less than one year before, August 11, 1967. Covers tuition and mandatory fees. No repayment obligation.

Details available through the Illinois Student Assistance Commission - Illinois Veteran Grant.

### *Illinois National Guard Scholarship*

Available to undergraduate and graduate students. Enlisted member, lieutenant, or captain with at least one year of service in the National Guard. Covers tuition, activity, and graduation fees. No repayment obligation.

Details available through the Illinois Student Assistance Commission - National Guard Grant or through your National Guard Unit.

### *Dependents of MIA/POW Scholarship*

Available to undergraduate and graduate students. Dependents of Illinois residents officially declared a prisoner of war, missing in action, killed, or 100 percent disabled. Awarded by the Department of Defense. Covers tuition, activity, and graduation fees, consisting of four calendar years of full-time enrollment, including summers or 120 credit-hours. No repayment obligations.

Details available through the Illinois Department of Veterans Affairs.

### *Pell Grant*

Available to undergraduate students based on need. Must be enrolled in a degree-seeking program. Applies to tuition, fees, and other educational expenses. No repayment obligation.

Complete the FAFSA form available online at [www.fafsa.gov](http://www.fafsa.gov).

#### *Supplemental Educational Opportunity Grant (SEOG)*

Available to undergraduate students with exceptional need and eligibility for the Pell Grant. Must be a degree-seeking student and enrolled for at least six credit hours. SEOG is a source of funds to supplement other federal aid programs (such as the Pell Grant) if the student continues to show need. Applies to tuition, fees, and other educational expenses. No repayment obligations.

Complete the FAFSA form available online at [www.fafsa.gov](http://www.fafsa.gov).

#### *Federal Work-Study (FWS)*

Available to undergraduate and graduate degree-seeking students. Students qualify based on financial need. Part-time positions are available in a variety of areas throughout the university.

Complete the FAFSA form available online at [www.fafsa.gov](http://www.fafsa.gov).

#### *Federal Direct Subsidized Loan*

Available to undergraduate students based on need. Must be a degree-seeking student and enrolled in at least six credit hours. Repayment will begin six months after graduation or when a student drops below half-time status. Annual loan limits vary, based on academic level.

Complete the FAFSA online at [www.fafsa.gov](http://www.fafsa.gov).

#### *Federal Direct Unsubsidized Loan*

Available to undergraduate and graduate students. Do not have to demonstrate financial need. Must be a degree-seeking student and enrolled for at least half-time. Annual loan limits vary based on grade level for undergraduate students. Graduate students can receive up to \$20,500 annually. Interest accrues from the time the loan is disbursed. Students may pay the interest while in school, or it will be added to the principal balance when entering repayment.

Complete the FAFSA form available online at [www.fafsa.gov](http://www.fafsa.gov).

#### *TEACH Grant*

Available to undergraduate and graduate students, who are committed to teach full time in high-need subject areas for at least four years in school districts that serve students from low-income families. Must be enrolled in a TEACH Grant eligible program. Must have at least a 3.25 cumulative grade point average and must **annually** complete an agreement to serve and TEACH Grant counseling.

For more information, please visit <https://studentloans.gov/myDirectLoan/launchTeach.action>

Complete the FAFSA form online at [www.fafsa.gov](http://www.fafsa.gov).

## **State Scholarships, Grants, and Tuition Waivers**

#### *State of Illinois Monetary Award Program (MAP) Grant*

Available to undergraduate students based on need. Must be a degree-seeking student enrolled in at least three credit-hours and a State of Illinois resident. Applies to tuition and fees only. No repayment obligation.

Complete the FAFSA forms online at [www.fafsa.gov](http://www.fafsa.gov).

#### *Police, Fire, Correctional Officer Grant Program*

Available to undergraduates and graduate students. Students qualify if they are a surviving child or spouse of an Illinois police, fire, or corrections officer. Surviving children must be the natural or adopted child of the deceased and no more than 25 years old at the time of enrollment. Grant covers tuition and mandatory fees. No repayment obligations.

Details available through the [Illinois Student Assistance Commission - PFC Program](#).

#### *Golden Apple Scholarship*

Available to undergraduate and graduate students who are Illinois residents and who are certified teachers or students preparing for certification. Students must be enrolled in at least six credit-hours and agree to teach in a teacher shortage area. Scholarship is \$5,000 to \$10,000 per year, which covers tuition, fees, and other educational expenses. Repayment is required only if the student does not teach in the shortage area for a specified period of time.

Details available through the [Illinois Student Assistance Commission - Golden Apple](#)

#### *Minority Teachers of Illinois*

Available to undergraduate minority students who are Illinois residents preparing for teacher certification. Student must agree to teach upon graduation. Student must be enrolled for 12 or more credit-hours. Scholarship is \$2,500 per term for tuition, fees, and other educational expenses.

Details available through the [Illinois Student Assistance Commission - MTI Scholarship](#)

#### *Special Education Teacher Tuition Waiver*

Available to undergraduate and graduate students who are Illinois residents seeking initial certification in an area of special education. Students must agree to teach in special education upon graduation. Waiver covers tuition and fees.

Details available through [Illinois Student Assistance Commission - SETTW Program](#).

#### *Department of Rehabilitation Services Scholarship*

This program provides financial assistance for individuals with physical or mental disabilities and who have been approved for vocational training by the Department of Human Services/[Office of Rehabilitation Services](#) to attend accredited Illinois colleges, universities, and technical schools. Financial need is a factor.

The Illinois Department of Human Services/Office of Rehabilitation Services (DHS/ORS) administers this program; contact Rob Kilbury at 800.843.6154, option 4 for more information about the available benefits.

## **GSU Student Assistantships, Employment, and Foundation/Alumni Scholarships**

#### *Graduate Assistantship*

Available to graduate students only. Must be degree-seeking and enrolled for at least six credit hours. Students earn a monthly stipend and a tuition waiver in return for 20 hours of work per week. Details can be found at <http://www.govst.edu/grad-assistant/>

#### *Student Employment*



Available to undergraduate and graduate students. Do not have to demonstrate financial need, but must be degree-seeking and enrolled for a minimum of six credit hours and not on academic probation or in default on any education loans. Part-time positions are available in a variety of areas throughout the university.

Details available through Career Services - [Jobs for Jaguars](#).

### *Job Location and Development*

Available to undergraduate and graduate students who are enrolled for at least six credit-hours at GSU. Part-time, off-campus positions.

Details available through Career Services - [Jobs for Jaguars](#).

### *GSU Foundation and Alumni Scholarships*

Many scholarships are offered by the GSU Foundation and the Alumni Association. Each year the GSU Foundation devotes great effort to raising funds in order to recognize academic excellence and to assist deserving students who need financial help to continue their studies. A list of actual scholarship offerings for the academic year is posted on the GSU website at <http://www.govst.edu/foundationsscholarships/>.

## **GSU Student Waivers**

**Purpose:** This policy establishes the University processes for authorizing tuition and fee waiver programs and the purposes of such programs, establishing waiver budget and expenditure levels, and allocating waivers to waiver programs. Tuition and fee waivers are an agreement between the student and the University to reduce or eliminate assessed tuition and/or fees. All Illinois public universities are authorized to award two general types of tuition and fee waivers – Mandatory and Discretionary:

- Mandatory Waiver means a waiver that an institution is required by State statute to grant to students who meet the specific parameters and criteria included in the statute.
- Discretionary Waiver means a waiver that is granted at the discretion of the institution. Discretionary waivers include the following categories:
- Faculty and Staff Waiver means a discretionary waiver awarded to public university faculty, staff, or other employees, or their dependents.
- Student Talent or Merit Waiver means a discretionary waiver awarded to students based on talent in a particular field, academic merit, or special status.
- Student Need Waiver means a discretionary waiver granted to students demonstrating financial need.
- Student Service Waiver means a discretionary waiver granted to students to support the University mission, goals, and objectives through participation in outside contracts; graduate or undergraduate research, teaching, or other assignments; training or grant programs; external internship programs; clinical portions of degree programs conducted at other institutions; or other student experiences.

## **Mandatory Waivers**

1. **Teachers Scholarships - Special Education Grants:** Provides tuition and necessary fee awards to encourage current teachers and academically talented students to pursue careers in any area of special education as a public or private elementary or secondary school teacher in Illinois. Recipients are exempt from paying tuition and fees at an eligible institution for up to four years. **Purpose:** To provide financial incentives to pursue special education teacher training. **Eligibility and Criteria:** As determined by the Illinois Student Assistance Commission (ISAC), participants must be a United States citizen or an eligible non-citizen; an Illinois resident; agree to take courses to prepare for the teaching of handicapped children or children with learning disabilities; be an Illinois high school graduate and rank in the upper half of the graduating class, or hold a valid teaching certificate that is not in the discipline of special education; and not have received a waiver under this program in the past. Participants are required to contract with the Illinois Student

Assistant Commission and teach special education for two years within the five-year period following graduation. See details in Special Education Tuition waiver section above.

2. **General Assembly Scholarships:** Each member of the General Assembly may grant, annually, two four-year scholarships, one for the University of Illinois, and the other for any state-supported university, to persons from his/her district. The scholarships exempt the holder from paying tuition or fees, with the exception of fees for book rental, service, laboratory, supply, union building, hospital and medical insurance, and any fees pledged for the payment of interest and principal on bonds for the operation and maintenance of buildings. **Purpose:** To extend opportunities to attend the University of Illinois or other state-supported universities. **Eligibility and Criteria:** Students must live in the nominating legislator's district and are required to sign a waiver of confidentiality concerning scholarship information. This program was abolished in 2012. Only persons nominated to receive or awarded such a scholarship before September 1, 2012 are entitled to the scholarship.
3. **Reserve Officers' Training Corps (ROTC) Scholarships:** Scholarships are offered to residents of Illinois whose scholastic standing enables them to enroll in ROTC programs. The scholarships exempt the holder from paying tuition or fees, with the exception of fees for book rental, service, laboratory, supply, union building, hospital and medical insurance, and any fees pledged for the payment of interest and principal on bonds for the operation and maintenance of buildings. **Purpose:** To encourage their participation in the ROTC programs. **Eligibility and Criteria:** Residents of the State of Illinois whose scholastic standing will enable them to enroll in the ROTC programs available at universities supported by the State of Illinois are eligible. Applicants are required to take an examination each year according to rules prescribed by the presidents, or designees, of participating institutions. Scholarships are awarded on a merit basis to those eligible recipients receiving the highest grades with evidence of leadership ability. Applicants also must submit to the institution Selective Service registration compliance documentation. Waivers shall be awarded at each university on the basis of the equivalent of 10 scholarships per class, per branch of service, each academic year.
4. **Department of Children and Family Services (DCFS) Scholarships and Fee Waiver:** DCFS annually selects 48 children, at least four of whom are children of veterans, for scholarship and fee waivers for four consecutive years at any university or college maintained by the State of Illinois. Selection is based on scholastic record, aptitude, and general interest in higher education. **Purpose:** To give financial assistance for college expenses to selected children under the care of the Department. **Eligibility and Criteria:** DCFS may select 48 students under their care, at least four of whom must be children of veterans, on the basis of scholastic record, aptitude, and interest in higher education, and who have completed four years of high school.
5. **Partial Tuition Waivers for Children of University Employees:** Public University governing boards must offer fifty percent tuition waivers for undergraduate education to the children of employees who have been employed by the granting university and/or any public university in Illinois for an aggregate of at least seven years. Participants must be under the age of 25 and qualify for admission to the University. **Purpose:** To grant partial tuition waivers to the children of employees to attend the University. **Eligibility and Criteria:** The parent or guardian of the waiver recipient must have been employed by any public university for at least seven years. Children receiving the waivers must be undergraduates, under age 25 at the commencement of the academic year in which the waiver takes effect, must qualify for admission, and can only receive a maximum of four years of partial tuition waiver benefits.
6. **Senior Citizen Courses Act:** Permits senior citizens, over the age of 65, to enroll in regularly scheduled credit courses at public institutions of higher education without payment of tuition. This does not include payment of fees. Limited to persons whose annual income is less than the threshold amount in the Senior Citizens and Disabled Persons Property Tax Relief and Pharmaceutical Assistance Act. **Purpose:** To provide tuition-free credit courses for senior citizens that attend public institutions of higher education in Illinois. **Eligibility and Criteria:** Must be age 65 or older with an annual household income below the threshold amount of the Senior Citizens and Disabled Persons Property Tax Relief and Pharmaceutical Assistance Act.
7. **Illinois Veterans Grants** (also see Veterans Assistance section above): Veterans of the Armed Forces of the United States are entitled to grants to pay for eligible tuition and mandatory fees for undergraduate or graduate education. Benefits are limited to use at Illinois public two- and four-year institutions, and can be used for a maximum of four academic years of full-time enrollment. This program is administered by the Illinois Student Assistance Commission.

**Purpose:** To provide tuition and fee grants to veterans of the Armed Forces of the United States. **Eligibility and Criteria:** Veterans must have served at least one year of federal active duty in the Armed Forces of the United States, or have served in a foreign country during a time of hostilities in that country regardless of length of service. Individuals who were medically discharged for service related reasons or were discharged prior to August 11, 1967 are also eligible. Recipients must have been honorably discharged or be honorably serving. Members of the Reserve Officer Training Corps (ROTC) are not eligible for these grants. Eligible applicants must have been a resident of Illinois or a student at an Illinois public two- or four-year institution at the time of entering federal active duty service. If not currently serving federal active duty service, eligible applicants must also have returned to Illinois within six months after leaving federal active duty service, or if married to a person in continuing military service stationed outside Illinois, returned to Illinois within six months after the spouse left service or was stationed in Illinois. Recipients must satisfy the institution's minimum grade level requirements and maintain a satisfactory student loan repayment record.

8. **Illinois National Guard Grants** (also see Veterans Assistance section above): Members of the Illinois National Guard are entitled to grants to pay for eligible tuition and certain fees for undergraduate and graduate education. Benefits are limited to use at Illinois public two- and four-year institutions, and can be used for a maximum of four academic years of full-time enrollment. This program is administered by the Illinois Student Assistance Commission. **Purpose:** To provide tuition and fee grants to members of the Illinois National Guard. **Eligibility and Criteria:** Active members of the Illinois National Guard who have completed one full year of service are eligible. Former members of the Illinois National Guard may also be eligible if they were active for at least five consecutive years and had their studies interrupted by federal active duty for at least six months. These individuals must be within 12 months of their discharge date from the Illinois National Guard to be eligible. Eligibility is also contingent on enrollment in an Illinois public two- or four-year institution. Recipients must satisfy the institution's minimum grade level requirements and maintain a satisfactory student loan repayment record.
9. **MIA/POW Scholarships** (also see Veterans Assistance section above): Dependents of an "eligible veteran or serviceperson" may be awarded a MIA/POW Scholarship consisting of the equivalent of four calendar years of full-time enrollment at an Illinois public two- or four-year institution. The scholarship covers eligible tuition and certain fees. This scholarship program is administered by the Illinois Department of Veterans' Affairs. **Purpose:** To provide tuition and fee scholarships to dependents of MIA/POW veterans. **Eligibility and Criteria:** Any spouse, natural child, legally adopted child, or any step-child of an "eligible veteran or serviceperson" shall be awarded a MIA/POW scholarship consisting of the equivalent of four calendar years of full-time enrollment at an Illinois public two- or four-year institution. "Eligible veteran or serviceperson" is a person who was an Illinois resident at the time that he/she entered active duty and has been declared to be a prisoner of war, missing in action, dead as the result of a service-connected disability, or disabled with a 100 percent disability as the result of a service-connected cause as recognized by the U.S. Department of Veterans Affairs or the U.S. Department of Defense.

## Discretionary Waivers

1. **Faculty/Staff Waivers:** Tuition and fee waivers awarded to University faculty, staff, or other employees or their dependents. **Purpose:** To provide educational benefits to the employees of the University, their dependents, and employees of other institutions. **Eligibility and Criteria:** Must be a member of the University faculty or administrative staff or an employee covered by the State Universities Civil Service System. This includes:
  - Civil Service Staff: University Employees
  - Civil Service Staff: Interinstitutional and Related Agencies
  - Faculty and Staff
  - Retired University Employees
  - Children of Deceased Employees
2. **Student Talent/Merit Waivers:** Tuition and fee waivers awarded to students based on talent in a particular field, academic merit, or special status. **Purpose:** To provide financial assistance to students with academic talent or special status. **Eligibility and Criteria:** Based on academic record, other academic talent, or special status. This includes:
  - Athletic
  - Gender Equity in Intercollegiate Athletics

- Freshmen
  - Dual Degree Program (DDP) - Honors
3. **Student Need Waivers:** Tuition and fee waivers granted to students demonstrating financial need. **Purpose:** To provide financial assistance to students who demonstrate financial need or hardship. **Eligibility and Criteria:** Recipients must demonstrate financial need and/or be enrolled in special academic programs or other University activities. This includes:
- Dual Degree Program (DDP) - Promise
  - Special Program Waiver
4. **Student Service Waivers/Assistantships:** Tuition and fee waivers granted to students to support the University mission, goals, and objectives through participation in outside contracts; graduate or undergraduate research, teaching, or other assignments; training or grant programs; external internship programs; clinical portions of degree programs conducted at other institutions; or other student experiences. **Purpose:** To provide educational benefits and financial incentives to students and to provide students with valuable educational experiences. **Eligibility and Criteria:** Recipients must be enrolled in the University or under contract and, for the educational experiences and benefits, agree to perform related services. This includes:
- Teaching Assistantship
  - Research Assistantship
  - Laboratory Assistantship
  - Tutoring Assistantship
  - Graduate Assistantship

## College of Arts and Sciences

*Andrae Marak, Dean*

### Faculty in the College of Arts and Sciences

#### Division of Science, Mathematics, and Technology

Mary Carrington, Interim Chairperson

##### Professors

Mary Carrington  
Xiaoyong Chen  
Dianne Galante  
Timothy Gsell  
Shailendra Kumar  
Soon-Ok Park  
Yun-Yau (Steve) Shih  
John Sowa  
Xueqing (Clare) Tang  
John Yunger

##### Associate Professors

Pamela Guimond  
Walter Henne  
Joong-Won Shin  
Andrius Tamulis  
Angela Renee Thompson  
Chris Tweddle  
Jing Zhang

##### Assistant Professors

Xin (Jasmine) Chen  
Erin Grey  
Heng Li  
Sanjaya Ranmohotti

##### Lecturers

Nana Amponsah  
Richard Baisa  
Oscene Barrett  
Michael Blomarz  
Neng-Shin (Nelson) Chen  
Richard Fox  
Diane Gohde  
Steve Hyzny  
Freddie Kato  
Stephen Kent  
Robert Kaufmann  
Yalu Lin  
Richard Manprisio

Michael Miszczak  
Anne Morlet  
Aparna Palakodeti  
Kevin Riley  
Lauren Ryba  
Aheda Saber  
Aslam Shahid  
George Sweiss

#### Visiting Instructor

Shukmei Oh

### **Division of Arts and Letters**

Jason Zingsheim, Chairperson

#### Professors

Emmanuel Alozie  
Yvette Brown  
Mary Bruce  
Javier Chavira  
Daniel Cortese  
Jane Rhoades Hudak  
Rosemary Johnsen  
Frances Kostarelos  
Angela Latham  
Rashidah Jaami' Muhammad  
Dan Nearing  
David Rhea  
Jason Zingsheim

#### Associate Professors

Ben Almassi  
Leanne Cambric  
Donald Culverson  
Natalia Ermasova  
Susan Gaffney  
David Golland  
Jayne Goode  
Deborah James  
Vincent Jones  
Mary Lanigan  
Sang Hoon Lee  
Andrae Marak  
Khalil Marrar  
Kerri Morris  
Beth Parin  
Joao Salm  
Patrick Santoro  
Bradley Smith  
Ellen Walsh  
Christopher T. White  
Bruce Wilson

#### Assistant Professors

Reynolds Andujar  
Amanda Athon  
Sayoni Bose  
Janet Brewer  
Crystal Harris  
Novia Pagone  
Jelena Radovic-Fanta  
Jarrod Shanahan  
Lara Christina Stache  
James Vining  
Nicole Warmington-Granston

#### Visiting Assistant Professor

Valerie Cronin-Fisher  
Chris Greiner  
Rebecca Siefert  
Lynn Zimmerman

#### Lecturers

Bill Craig  
John Edwards  
Eddie Gamboa  
Alexandra Glumac  
Cheryl Hague  
Mike Hart  
Sharon Hudson  
Caron Jacobson  
Gretchen Jankowski  
William Kelley  
Shannon Maldonado  
Milan Panic  
Christina Santic  
Jerry Slowik  
Robin Thompson  
Laura White  
Jillian Klean Zwilling

#### Visiting Lecturer

Eliot Fackler

## Undergraduate Programs Overview

The primary mission of the College of Arts and Sciences (CAS) at Governors State University is to provide quality instruction for a diverse student population in disciplines that are at the heart of the university - the liberal arts and sciences.

The College of Arts and Sciences faculty, staff, and students achieve this mission through excellence in teaching and learning processes and scholarship while both creating and applying new knowledge and engagement through service and exchange.

In all these endeavors, the college seeks to:

- foster critical thinking and problem-solving abilities in professional, public, and private spheres;

- advance literacy skills inclusive of reading, writing, speaking, numeric literacy, and visual literacy; and
- promote the facile use of technology for life-long knowledge acquisition and engagement.

The College of Arts and Sciences assumes a leading presence both in the region and the State of Illinois by reinforcing the strengths of its arts, humanities, sciences, and interdisciplinary programs.

To this end, CAS sponsors educational events and provides extracurricular activities for students and residents of the region. The calendar of events includes the CAS Distinguished Lecture Series, art exhibits, workshops, and symposia on a wide range of subjects related to the humanities and the social, natural, and physical sciences. Throughout the year, the intellectual life of the university community is enriched by the College of Arts and Sciences.

The college is committed to creative exploration of important issues and developments, addressing diverse topics such as language and culture, the environment, new communications and information technologies. It also strives to discover the interconnections between local, national, and global structures and processes. Through sponsored activities and the individual actions of students and faculty, the College of Arts and Sciences continues to play a leadership role in the university's process of addressing the identification of the concerns of our time.

"IAI" course designations refer to the statewide Illinois Articulation Initiative previously discussed and found at website [www.itransfer.org](http://www.itransfer.org).

## Teacher Licensure

The college offers programs approved by the Illinois State Board of Education for teacher licensure in the areas of biology, chemistry, English, and mathematics. Also the B.S. in Chemistry has American Chemical Society certification for those students who complete the approved degree program.

## Degree Requirements for Undergraduate Programs

The university degree requirements for undergraduate programs are listed in the Bachelor's Degree Requirements of this catalog.

Requirements for specific degree programs are listed below under Programs Offered.

## Graduate Programs Overview

The primary mission of the College of Arts and Sciences (CAS) at Governors State University is to provide quality instruction for a diverse student population in disciplines that are at the heart of the university - the liberal arts and sciences.

The College of Arts and Sciences faculty, staff, and students achieve this mission through excellence in teaching and learning processes and scholarship, while both creating and applying new knowledge and engagement through service and exchange.

In all these endeavors emanating from the university's mission, the college seeks to:

- prepare its graduates to succeed as lifelong learners, professionals, informed consumers, and responsible citizens;
- admit to its programs an academically proficient population of students pursuing post-secondary education;
- reach out to an expanded audience of learners through utilization of a variety of print, electronic, and other distance learning technologies;
- play a leadership role in the region and state's economic and social development;
- promote human and intellectual diversity by providing equal access and opportunity to representatives of a rich variety of populations and cultures; and
- contribute to the welfare and advancement of human societies throughout the region, the state, and the world.

The College of Arts and Sciences assumes a leading presence both in the region and the State of Illinois by reinforcing the strengths of its arts, humanities, sciences, and interdisciplinary programs.



To this end, CAS sponsors educational events and provides extracurricular activities for students and residents of the region. The calendar of events includes the CAS Distinguished Lecture Series, art exhibits, workshops, and symposia on a wide range of subjects related to the humanities and the social, natural, and physical sciences. Throughout the year, the intellectual life of the university community is enriched by the College of Arts and Sciences.

The college is committed to creative exploration of important issues and developments; addressing diverse topics such as language and culture, the environment, new communications/information technologies, and local, national, and global structures; and processes discovering the interconnections. Through sponsored activities and the individual actions of students and faculty, the College of Arts and Sciences continues to play a leadership role in the university's process of addressing the concerns of our time, their identification, their investigation, and their ultimate solutions.

## **Degree Requirements for Graduate Programs**

The university degree requirements for graduate programs are listed in the Master's Degree Requirements of this catalog.

Requirements for specific degree programs are listed below under Programs Offered.

# **Programs Offered**

## **Division of Science, Mathematics, and Technology**

### **Bachelor of Arts**

#### **Mathematics, B.A.**

The College of Arts and Sciences undergraduate major in Mathematics has two paths - one which provides a substantial and broad background in mathematics and the other with a focus in actuarial science. The first path provides a balance between theoretical and applied study, with the general objective of providing students with a substantial and broad background in mathematics that affords opportunities to develop skills in logical thinking, problem analysis, problem solving, and computer usage that will enable students to be admitted to graduate school and to work successfully in business, industry, and government where mathematical skills are needed. The second path is an Actuarial Science concentration. It prepares students for actuarial positions in business, government and industry. Coursework in the sequence provides a foundation for the preparation needed to sit for a series of examinations developed by the professional actuarial societies. In addition to a strong knowledge base in mathematics that includes calculus, linear algebra, probability and statistics, coursework includes risk management, finance, economics, and investments.

### **Degree Requirements, BA**

Degree Requirements listed here are for students pursuing an undergraduate degree in mathematics **without** selecting the concentration in Actuary Science. Students must meet all Bachelor's Degree Requirements. For transfer students please refer to the GSU transfer guides for a listing of recommended courses.

### **General Education (37 - 41 Hours)**

The following courses must be taken to meet major and general education requirements:

- Life Science with Laboratory (4)

- MATH - 2290 Calculus I (4)
- PHYS - 2171 University Physics I (3)
- PHYS - 2172 University Physics I Lab (1)

### Required Courses: (30 hours)

- MATH - 2292 Calculus II (4)
- MATH - 2294 Calculus III (4)
- MATH - 2449 Linear Algebra (3)
- MATH - 3099 Junior Seminar: Discrete Mathematics (3)
- MATH - 4133 Number Theory (3)
- MATH - 4241 Analysis I: Real Variables (3)
- MATH - 4451 Modern Algebra (3)
- MATH - 4993 Mathematics Senior Capstone (3)
- PHYS - 2181 University Physics II (3)
- PHYS - 2182 University Physics II Lab (1)

### Required Course Category Selective (9-10 hours)

**Select One Course from Each Category for a total of 9-10 hours:**

#### Category 1:

- MATH - 4250 Applied Statistics - Time Series (3)
  - MATH - 4557 Probability (3)
  - STAT - 4219 Statistical Methods (3)
- Other, as approved by Program Coordinator

#### Category 2:

- MATH - 4229 Advanced Calculus (3)
  - MATH - 4243 Analysis II: Complex Variable (3)
- Other, as approved by Program Coordinator

#### Category 3:

- MATH - 4337 Modern Geometry (3)
  - MATH - 4373 Topology (3)
- Other, as approved by Program Coordinator

### Mathematics Selectives (15-17 hours)

*Take any of the courses not already taken from Category 1, 2, or 3 above.*

- MATH - 2271 Differential Equations (3)
- MATH - 4080 Special Topics In Mathematics (3)
- MATH - 4171 History of Mathematics (3)

- MATH - 4350 Foundations of Actuarial Science (4)
- MATH - 4450 Theory of Interest (4)
- MATH - 4637 Mathematics Laboratory (3)
- MATH - 4700 Independent Study (1-4)
- MATH - 4800 Mathematics Internship (1-4)
- Other, as approved by Program Coordinator

## Computer Science Selective (3-4 Hours)

*Select one of the following which may be taken at either the lower-division or upper-division level:*

- CPSC - 2005 Introduction to Computer Technology (3)
- CPSC - 2100 Introduction to Computing (3)
- CPSC - 3120 Computer Programming: Visual BASIC (3)
- CPSC - 3142 Computer Programming: Introduction to C++ (3)
- CPSC - 3143 Computer Programming: Introduction to C++ Laboratory (1)
- PHYS - 2500 Robotics I (3)
- Other, as approved by Program Coordinator

## Elective (18-26 Hours)

May include credit-hours needed to meet minor requirements.

Total - 120 Hours

## Degree Requirements, Concentration in Actuarial Science

### General Education Requirements (39 Hours)

Included within the 39 hours are the following courses (or equivalents - with Academic Advisor approval):

- Life Science Course - see Academic Advisor for suggested course
- MATH - 2290 Calculus I (4)
- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- PHYS - 2171 University Physics I (3)
- PHYS - 2172 University Physics I Lab (1)

### Required Courses (50 hours)

- MATH - 2271 Differential Equations (3)
- MATH - 2292 Calculus II (4)
- MATH - 2294 Calculus III (4)
- MATH - 2449 Linear Algebra (3)
- MATH - 3099 Junior Seminar: Discrete Mathematics (3)
- MATH - 4229 Advanced Calculus (3)
- MATH - 4241 Analysis I: Real Variables (3)

- MATH - 4250 Applied Statistics - Time Series (3)
- MATH - 4350 Foundations of Actuarial Science (4)
- MATH - 4450 Theory of Interest (4)
- MATH - 4557 Probability (3)
- MATH - 4637 Mathematics Laboratory (3)
- MATH - 4800 Mathematics Internship (1-4)
- PHYS - 2181 University Physics II (3)
- PHYS - 2182 University Physics II Lab (1)
- STAT - 4219 Statistical Methods (3)

### Actuary Science Concentration Course Requirements (18 Hours)

- ACCT - 2110 Financial Accounting (3)
- ECON - 4101 Econometrics I (3)
- FIN - 3110 Principles of Financial Management (3)
- FIN - 3501 Investments (3)
- FIN - 4501 Financial Options and Futures (3)
- FIN - 4502 Advanced Investments (3)

### Computer Science Selective (3 Hours)

### Electives (10 hours)

Total - 120 Hours

## **Mathematics, B.A. with a Concentration in Teacher Education**

The curriculum for the College of Arts and Sciences undergraduate major in Mathematics with a teacher education concentration provides a balance between theoretical and applied study, with the general objective of providing students with a substantial and broad background in mathematics that affords opportunities to develop skills in logical thinking, problem analysis, problem-solving, and computer usage for students interested in a career in teaching Mathematics at the secondary level.

## **Teacher Licensure**

This program approved by the Illinois State Board of Education, leads to the Initial Secondary License qualifying students to teach Secondary Mathematics. Students who major in mathematics with a concentration in secondary education may obtain an endorsement that prepares them for teaching in the middle school. Students wishing to pursue this endorsement must take three hours of methods related to the middle school. Students should contact their advisor for specific course requirements.

Recommendation for an Illinois State Board of Education teaching license requires passage of the Subject-Matter Knowledge examinations of the Illinois Licensure Testing System, and the national education Teacher Performance Assessment (edTPA).

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in the catalog.

## **Admission to Mathematics Teacher Education**

In addition to meeting all university admission requirements for undergraduate students, applicants must meet the following requirements to continue in the program:

1. have a cumulative G.P.A. of 2.75 or higher in all lower division courses applied to the degree program;
2. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher;
3. complete EDUC-2310 ( or equivalent) with a grade of "B" or better; and
4. Attend Secondary Education Orientation.

All candidates for Illinois teacher licensure at Governors State University are required to submit to a criminal background check prior to their initial field experience in the schools. For more information on this testing visit [www.certifiedbackground.com](http://www.certifiedbackground.com). Consult with your advisor for information concerning the related GSU policies and procedures.

## **Student Progress**

The faculty monitors and evaluates candidate progress continually. The section, Licensure of Teachers and Other School Professionals, in this catalog provides a general description of the standards used to evaluate candidate progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Student Handbook.

## **Conditional Continuation**

The faculty may permit a candidate to continue conditionally. In such cases, faculty reviews of the candidate's records identify evidence that the candidate will likely be successful in the program. The status of all candidates allowed to continue under conditions is reviewed by the faculty each term, and the candidates are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the candidate is informed in writing of the transfer to good standing status. A candidate may not be admitted to student teaching without being in good standing status.

## **Admission to Student Teaching**

Candidates must apply for admission to student teaching before enrolling in EDUC - 4999 Student Teaching: Senior Capstone (12). An application for admission to student teaching must be submitted to the Director of Educator Preparation in the College of Education. The application must be submitted by December 1 for the fall term and March 1 for the spring term proceeding the academic year in which the student intends to teach. Student teaching is not offered in the summer term. This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed at least 48 hours of general education requirements with a G.P.A. of 2.75 or higher;
2. completed professional education course requirements, except student teaching, including a minimum of 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course, and EDUC-4360 and EDUC 4370 with a grade of "B" or better;
3. must have completed methods courses no more than two years prior to the commencement of student teaching;
4. have no more than six hours remaining to be completed in the major in which the student is enrolled with a G.P.A. of 3.0 or higher and completed all courses with a grade of "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submit evidence of having passed the Mathematics content area exam of the Illinois Licensure Testing System; and
7. received a positive recommendation from the Secondary Education Student Progress Committee.

## **Degree Requirements**

Students must meet all university requirements for a bachelor's degree within five years of admission to the Program. Students must complete the General Education Requirement for Teacher Licensure, Initial Secondary License listed below. Completion of this requirement meets the general education requirement. In addition, students must:

1. have a cumulative G.P.A. of 2.5 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 2.75 or higher for all general education courses;
4. have a G.P.A. of 3.0 or higher in math and statistics courses with a grade of "C" or better in each course;
5. have a G.P.A. of 3.0 or higher for EDUC-3440 and SPED-2100, with a grade of "C" or better in each course;
6. earn a grade of "B" or better in EDUC-4360 and EDUC 4370;
7. earn a grade of "B" or better in EDUC-4999;
8. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
9. provide evidence of successful completion of the Illinois and U.S. Constitution examinations;
10. complete at least one three-hour course in non-Western or Third World cultures;
11. complete the following course work with a grade of "C" or better: 12 hours of calculus, eight hours of university physics with laboratory;
12. show evidence of having passed the edTPA;
13. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
14. receive a positive recommendation from the Secondary Education Student Progress Committee.

## General Education Requirements for Teacher Licensure, Initial Secondary License, Mathematics (39 Hours)

The following courses can be taken at either the lower-division or upper-division level and must include at least one three-hour course in non-western or third world cultures:

- Written Communication (6)
- Oral Communication (3)
- American History (3)
- U.S. Government (3)
- Humanities (6)
- Fine Arts (3)
- Introduction to Psychology (3)
- MATH - 2290 Calculus I (4)
- General Biology with Lab (4)
- University Physics with Lab (4)

## Required Courses (78 Hours)

The following courses can be taken at either the lower-division or upper-division level: (36 Hours)

- EDUC - 2310 Foundations of Education (3)
- MATH - 2271 Differential Equations (3)
- MATH - 2292 Calculus II (4)
- MATH - 2294 Calculus III (4)
- MATH - 2449 Linear Algebra (3)
- MATH - 3099 Junior Seminar: Discrete Mathematics (3)
- MATH - 4337 Modern Geometry (3)

- MATH - 4451 Modern Algebra (3)
- PHYS - 2143 Intermediate Physics II (3)
- PHYS - 2144 Intermediate Physics Lab II (1)
- SPED - 2100 Survey of Students with Exceptionalities (3)
- STAT - 4219 Statistical Methods (3)

The following courses must be taken at the upper-division level: (42 Hours)

- EDCP - 2101 Introduction to Educational Technology (3)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4360 Principles of Secondary Mathematics Education (3)
- EDUC - 4370 Teaching Secondary School Mathematics (3)
- EDUC - 4999 Student Teaching: Senior Capstone (12)
- MATH - 4133 Number Theory (3)
- MATH - 4171 History of Mathematics (3)
- MATH - 4241 Analysis I: Real Variables (3)
- MATH - 4243 Analysis II: Complex Variable (3)
- MATH - 4557 Probability (3)
- MATH - 4637 Mathematics Laboratory (3)

Electives (1 Hour)

Total - 120 Hours

## **Bachelor of Science**

### **Biology, B.S.**

The College of Arts and Sciences offers an undergraduate major in Biology with a curriculum that provides a strong background in the basic concepts of molecular, organismic, and population biology. In addition, laboratory courses provide the training needed for highly developed laboratory skills. Graduates are qualified for a wide range of entry-level positions as biologists in areas such as pharmaceuticals, biotechnology, education, microbiology, and the environment. Students also are prepared for advancement to medical, dental, and veterinary studies, or for graduate level work in biology, including the master's program in Environmental Biology at GSU.

### **Degree Requirements**

Students must meet all university requirements for a bachelor's degree.

In addition, only grades of "C" or better will be accepted for transfer for the following courses normally taken at the lower-division level: eight hours of general biology with laboratory, three hours of botany with laboratory, three hours of zoology with laboratory, eight hours of general chemistry with laboratory, eight hours of organic chemistry with laboratory, and college algebra.

### **General Education Requirements (38-41 Hours)**

The following courses must be taken to meet major and general education requirements:

- General Biology I with Laboratory (4)
- General Chemistry I with Laboratory (4)
- MATH - 2281 Applied Calculus (3)

## Required Courses (63 Hours)

The following courses must be taken at the lower-division level:

- General Biology II with Laboratory (4)
- General Chemistry II with Laboratory (4)

The following courses can be taken at either the lower-division or upper-division level:

- Botany with Laboratory (3)
- Zoology with Laboratory (3)
- Organic Chemistry with Laboratory (8)
- BIOL - 3360 Comparative Anatomy (3)
- BIOL - 3361 Comparative Anatomy Laboratory (1)
- BIOL - 4430 Microbiology (3)
- BIOL - 4431 Microbiology Laboratory (1)
- PHYS - 2141 Intermediate Physics I (3)
- PHYS - 2142 Intermediate Physics Lab I (1)
- PHYS - 2143 Intermediate Physics II (3)
- PHYS - 2144 Intermediate Physics Lab II (1)

The following courses must be taken at the upper-division level:

- BIOL - 3099 Biology Junior Seminar (3)
- BIOL - 3322 Ecology (3)
- BIOL - 3323 Ecology Laboratory (1)
- BIOL - 3340 Genetics (3)
- BIOL - 3370 Cell Biology (3)
- BIOL - 3371 Cell Biology Laboratory (1)
- BIOL - 4450 Animal Physiology (3)
- BIOL - 4451 Animal Physiology Laboratory (1)
- BIOL - 4460 Plant Physiology (3)
- BIOL - 4461 Plant Physiology Laboratory (1)
- BIOL - 4965 Senior Capstone: Evolution (3)
- BIOL - 4990 Undergraduate Research I (1)
- BIOL - 4992 Undergraduate Research II (1)
- STAT - 4219 Statistical Methods (3)

## Upper-Division Applications Selectives (9 Hours)

*Select nine hours from the following courses:*



- BIOL - 3341 Genetics Laboratory (1)
- BIOL - 4510 Biological Literature (1)
- BIOL - 4522 Ornithology (2)
- BIOL - 4523 Ornithology Laboratory (1)
- BIOL - 4530 Biotechnology (2)
- BIOL - 4531 Biotechnology Laboratory (1-2)
- BIOL - 4555 Mammalogy (2)
- BIOL - 4556 Mammalogy Laboratory (1)
- BIOL - 4560 Plant Systematics (2)
- BIOL - 4561 Plant Systematics Laboratory (1)
- BIOL - 4570 Immunology (3)
- BIOL - 4580 Behavioral Ecology (3)
- BIOL - 4700 Conservation Genetics (2)
- BIOL - 4701 Conservation Genetics Lab (1)

#### NOTE:

Other biology courses as approved by the academic advisor.

#### Electives (7 Hours)

May include credit-hours needed to meet minor requirements.

Additional courses such as Analytical Chemistry (CHEM-3233/CHEM-3234), Analytical Biochemistry (CHEM-6333 /CHEM-6334 ), Introduction to Computer Technology (CPSC-2005), or Computer Programming: Visual BASIC (CPSC-3120) are strongly recommended.

Total - 120 Hours

### **Biology, B.S. with a Concentration in Teacher Education**

The curriculum for the undergraduate major in Biology with a teacher education concentration, offered through the College of Arts and Sciences, provides a strong background in the basic concepts of molecular, organismic, and population biology for the student who is interested in a career in science teaching at the secondary level.

### **Teacher Licensure**

This program approved by the Illinois State Board of Education, leads to the Initial Secondary License qualifying students to teach Secondary Science. Students who major in biology with a concentration in secondary education may obtain an endorsement that prepares them for teaching in the middle school. Students wishing to pursue this endorsement must take three hours of methods related to the middle school. Students should contact their advisor for specific course requirements.

Recommendation for an Illinois State Board of Education teaching license requires passage of the Subject-Matter Knowledge examinations of the Illinois Licensure Testing System, and the national education Teacher Performance Assessment (edTPA).

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in the catalog.

## Admission to Biology Teacher Education

In addition to meeting all university admissions requirements for undergraduate students, applicants must meet the following requirements to continue in the program:

1. have a cumulative G.P.A. of 2.75 or higher in all lower division courses applied to the degree program;
2. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher;
3. complete EDUC-2310 (or equivalent) with a grade of "B" or better, and
4. Attend the Secondary Education Orientation.

All candidates for Illinois teacher licensure at Governors State University are required to submit to a criminal background check prior to their initial field experience in the schools. For more information on this testing visit [www.certifiedbackground.com](http://www.certifiedbackground.com). Consult with your advisor for information concerning the related GSU policies and procedures.

## Student Progress

The faculty monitors and evaluates student progress continually. The section, Licensure of Teachers and Other School Professionals, in this catalog provides a general description of the standards used to evaluate student progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Student Handbook.

## Conditional Continuation

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. The status of all students allowed to continue under conditions is reviewed by the faculty each term, and the students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

## Admission to Student Teaching

Students must apply for admission to student teaching before enrolling in EDUC - 4999 Student Teaching: Senior Capstone (12). An application for admission to student teaching must be submitted to the Director of Educator Preparation in the College of Education. The application must be submitted by December 1 for the fall term and March 1 for the spring term proceeding the academic year in which the student intends to teach. Student teaching is not offered in the summer term. This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed at least 48 hours of general education requirements with a G.P.A. of 2.75 or higher,
2. completed professional education course requirements, except student teaching, including a minimum of 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course, and EDUC-4330 and EDUC-4340 with a grade of "B" or better;
3. must have completed methods course no more than two years prior to the commencement of student teaching;
4. have no more than six hours remaining to be completed in the major in which the student is enrolled with a G.P.A. of 3.0 or higher and completed all courses with a grade of "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submit evidence of having passed the Biology content area exam of the Illinois Licensure Testing System; and
7. receive a positive recommendation from the Secondary Education Student Progress Committee.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree within five years of admission to the Program. Students must complete the General Education Requirement for Teacher Licensure, Initial Secondary License listed below. Completion of this requirement meets the general education requirement. In addition, students must:

1. have a cumulative G.P.A. of 2.75 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 3.0 or higher in biology, chemistry, physics, and earth/space science courses with a grade of "C" or better in each course;
4. have a G.P.A. of 3.0 or higher for EDUC-3440 and SPED-2100, with a grade of "C" or better in each course;
5. earn a grade of "B" or better in EDUC-2310, EDUC-4330, EDUC-4340, and BIOL-4080.
6. earn a grade of "B" or better in EDUC-4999;
7. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
8. provide evidence of successful completion of the Illinois and U.S. Constitution examinations;
9. complete at least one three-hour course in nonwestern or Third World Cultures;
10. show evidence of having passed the edTPA;
11. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
12. receive a positive recommendation from the Secondary Education Student Progress Committee.

## General Education Requirements for Teacher Licensure, Initial Secondary License, Biology (46 Hours)

The following courses must be taken at the lower-division level:

- General Biology with Lab (8)
- General Chemistry with Lab (8)

### Additional Courses

The following courses can be taken at either the lower-division or upper-division level and must include at least one three-hour course in non-Western or Third World cultures:

- Written Communication (6)
- Oral Communication (3)
- American History (3)
- U.S. Government (3)
- Humanities (6)
- Fine Arts (3)
- Introduction to Psychology (3)
- MATH - 2281 Applied Calculus (3)

## Required Courses (88 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- Botany with Laboratory (3)
- Zoology with Laboratory (3)
- Organic Chemistry with Laboratory (8)
- BIOL - 3360 Comparative Anatomy (3)
- BIOL - 3361 Comparative Anatomy Laboratory (1)

- BIOL - 4430 Microbiology (3)
- BIOL - 4431 Microbiology Laboratory (1)
- EDUC - 2310 Foundations of Education (3)
- PHYS - 2141 Intermediate Physics I (3)
- PHYS - 2142 Intermediate Physics Lab I (1)
- PHYS - 2143 Intermediate Physics II (3)
- PHYS - 2144 Intermediate Physics Lab II (1)
- SPED - 2100 Survey of Students with Exceptionalities (3)

The following courses must be taken at the upper-division level:

- BIOL - 3099 Biology Junior Seminar (3)
- BIOL - 3322 Ecology (3)
- BIOL - 3323 Ecology Laboratory (1)
- BIOL - 3340 Genetics (3)
- BIOL - 3370 Cell Biology (3)
- BIOL - 3371 Cell Biology Laboratory (1)

*Select one physiology course and its corresponding lab from the following two:*

- BIOL - 4450 Animal Physiology (3)
- BIOL - 4451 Animal Physiology Laboratory (1)

*Or*

- BIOL - 4460 Plant Physiology (3)
- BIOL - 4461 Plant Physiology Laboratory (1)

- BIOL - 4080 Special Topics in Biology (3)
- BIOL - 4990 Undergraduate Research I (1)
- BIOL - 4992 Undergraduate Research II (1)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4330 Principles of Science Education (3)
- EDUC - 4301 Secondary Microteaching 1 (1)
- EDUC - 4340 Teaching Secondary School Science (3)
- EDUC - 4302 Secondary Microteaching 2 (1)
- EDUC - 4999 Student Teaching: Senior Capstone (12)
- PHYS - 1200 Earth and Space Science (3)
- STAT - 4219 Statistical Methods (3)

Total - 134 Hours

## **Chemistry, B.S.**

The College of Arts and Sciences offers an undergraduate major in Chemistry with a curriculum that provides a strong background in the basic concepts of analytical, biochemical, inorganic, organic, and physical chemistry. Laboratory courses provide hands-on experience in the operation of a number of modern scientific instruments. Upon graduation, the student is prepared for employment in government and industrial laboratories in a variety of entry-level positions. The program provides the necessary preparation for graduate work at the M.S. or Ph.D. level in chemistry and meets all requirements for admission to the M.S. in Analytical Chemistry at Governors State University.

## American Chemical Society Certification

The B.S. in Chemistry at Governors State University is approved by the American Chemical Society. The American Chemical Society approves professional programs designed to meet guidelines that define high quality undergraduate education. Students qualify for certification by completing the degree requirements below, including at least six hours of advanced courses and sufficient laboratory course work for a total of 500 laboratory hours. All qualified graduates will receive certification by the American Chemical Society. Certified graduates are eligible for full membership in the American Chemical Society immediately upon graduation.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree.

In addition, only grades of "C" or better will be accepted for transfer for the following courses normally taken at the lower-division level: eight hours of general chemistry with laboratory, eight hours of organic chemistry with laboratory, eight hours of physics with laboratory, and eight hours of calculus.

## General Education Requirement (37-41)

The following courses must be taken, at the lower-division level, to meet major and general education requirements:

- General Chemistry I with Laboratory (4)
- Calculus I (4)

## Required Courses (61 Hours)

The following courses must be taken at the lower-division level:

- General Chemistry II with Laboratory (4)
- Calculus II (4)

The following courses can be taken at either the lower-division or upper-division level:

- Organic Chemistry with Laboratory (8)
- Physics with Laboratory (8)
- CHEM - 3233 Analytical Chemistry (3)
- CHEM - 3234 Analytical Chemistry Laboratory (1)
- MATH - 2271 Differential Equations (3)

The following courses must be taken at the upper-division level:

- CHEM - 3099 Chemistry Junior Seminar (3)
- CHEM - 3641 Physical Chemistry I Lecture (3)
- CHEM - 3642 Physical Chemistry I Laboratory (1)
- CHEM - 3643 Physical Chemistry II Lecture (3)

- CHEM - 3644 Physical Chemistry II Laboratory (1)
- CHEM - 4743 Instrumental Analysis (3)
- CHEM - 4744 Instrumental Analysis Laboratory (1)
- CHEM - 4443 Advanced Inorganic Chemistry (3)
- CHEM - 4444 Advanced Inorganic Chemistry Laboratory (1)
- CHEM - 4552 Introduction to Chemistry Software and Molecular Modeling (1)
- CHEM - 4331 Biochemistry Lecture (3)
- CHEM - 4332 Biochemistry Laboratory (1)
- STAT - 4219 Statistical Methods (3)
- CHEM - 4965 Senior Capstone and Thesis in Chemistry (3)

### Advanced Laboratory Selective (2 Hours)

- CHEM - 4952 Organic Synthesis and Structural Methods (2)
- CHEM - 4962 Undergraduate Research Experience (2)

### Biology or Computer Science Selective (3 Hours)

*Select one of the following Computer Science courses or one Biology course, any of which may be taken at either the lower-division or upper-division level:*

- CPSC - 2005 Introduction to Computer Technology (3)
- CPSC - 3120 Computer Programming: Visual BASIC (3)

### Advanced Selectives (6 Hours)

*Select six hours from the following courses.*

- CHEM - 4333 Analytical Biochemistry (2)
- CHEM - 4334 Analytical Biochemistry Laboratory (1)
- CHEM - 4990 Chemistry Research (1-3)
- CHEM - 5145 Environmental Chemistry Lecture (3)
- CHEM - 5146 Environmental Chemistry Laboratory (1)
- CHEM - 5157 Polymer Chemistry (3)

### NOTE:

Other science courses as approved by academic advisor.

### Electives (7-11 Hours)

Total - 120 Hours

### NOTE:

\* May be used to meet the general education requirements and will increase the number of electives required.

## **Chemistry, B.S. with a Concentration in Teacher Education**

The curriculum for the undergraduate major in Chemistry with a teacher education concentration offered through the College of Arts and Sciences provides a strong background in the basic concepts of analytical, organic, physical, and inorganic chemistry for the student who is interested in a career in science teaching at the secondary level.

### **Teacher Licensure**

This program approved by the Illinois State Board of Education, leads to the Initial Secondary License qualifying students to teach Secondary Science. Students who major in biology with a concentration in secondary education may obtain an endorsement that prepares them for teaching in the middle school. Students wishing to pursue this endorsement must take three hours of methods related to the middle school. Students should contact their advisor for specific course requirements.

Recommendation for an Illinois State Board of Education teaching license requires passage of the Subject-Matter Knowledge examinations of the Illinois Licensure Testing System, and the national education Teacher Performance Assessment (edTPA).

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in the catalog.

### **Admission to Chemistry Teacher Education**

In addition to meeting all university admissions requirements for undergraduate students, applicants must meet the following requirements to continue in the program:

1. have a cumulative G.P.A. of 2.75 or higher in all lower division courses applied to the degree program;
2. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher;
3. complete EDUC-2310 (or equivalent) with a grade of "B" or better, and
4. Attend the Secondary Education Orientation.

All candidates for Illinois teacher licensure at Governors State University are required to submit to a criminal background check prior to their initial field experience in the schools. For more information on this testing visit [www.certifiedbackground.com](http://www.certifiedbackground.com). Consult with your advisor for information concerning the related GSU policies and procedures.

### **Student Progress**

The faculty monitors and evaluates student progress continually. The section, Licensure of Teachers and Other School Professionals, in the catalog provides a general description of the standards used to evaluate student progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Student Handbook.

### **Conditional Continuation**

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. Students are informed in writing of the conditions necessary for them to be transferred to good standing status. The status of all students allowed to continue under conditions is reviewed by the faculty each term. When conditions are met, the student must inform the Secondary Education Progress Committee in writing. The Committee will inform the student in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

### **Admission to Student Teaching**

Students must apply for admission to student teaching before enrolling in EDUC - 4999 Student Teaching: Senior Capstone (12). An application for admission to student teaching must be submitted to the Director of Educator Preparation in the College of Education. The application must be submitted by December 1 for the fall term and March 1 for the spring term proceeding the academic year in which the student intends to teach. Student teaching is not offered in the summer term. This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed at least 59 hours of general education requirements with a G.P.A. of 2.75 or higher in courses taken at Governors State University;
2. completed professional education course requirements, except student teaching, including a minimum of 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course, and EDUC-4330 and EDUC-4340 with a grade of "B" or better;
3. must have completed methods courses no more than two years prior to the commencement of student teaching;
4. have no more than six hours remaining to be completed in the major in which he/she is enrolled with a G.P.A. of 3.0 or higher, completing all courses with a grade of "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which he/she will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submit evidence of having passed the Chemistry Content Area examination of the Illinois Licensure Testing System; and
7. receive a positive recommendation from the Secondary Education Student Progress Committee.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree within five years of admission to the program. Students must complete the General Education Requirement for Teacher Licensure, Initial Secondary License listed below. Completion of this requirement meets the general education requirement.

In addition, students must:

1. have a cumulative G.P.A. of 2.75 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 3.0 or higher in chemistry, biology, physics and earth and space science courses with a grade of "C" or better in each course;
4. have a G.P.A. of 3.0 or higher for EDUC-3440 and SPED-2100 with a grade of "C" or better in each course;
5. earn a grade of "B" or better in EDUC-2310, EDUC-4330, EDUC-4340, and BIOL-4080;
6. have earned a grade of "B" or better in EDUC-4999;
7. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
8. provide evidence of successful completion of the Illinois and U.S. Constitution examinations;
9. complete at least one three-hour course in non-Western or Third World Cultures;
10. show evidence of having passed edTPA;
11. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
12. receive a positive recommendation from the Secondary Education Student Progress Committee.

## General Education Requirement for Teacher Licensure, Initial Secondary License Chemistry (59 Hours)

The following courses must be taken at the lower-division level:

- General Chemistry with Laboratory (8)
- Calculus (8)

## Additional Courses



The following courses can be taken at either the lower-division or upper-division level and must include at least one three-hour course in non-Western or Third World cultures:

- Physics with Laboratory (8)
- Written Communication (6)
- Oral Communication (3)
- American History (3)
- Humanities (6)
- Fine Arts (3)
- U.S. Government (3)
- Introduction to Psychology (3)
- General Biology with Laboratory (8)

## Required Courses (69 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- Organic Chemistry with Laboratory (8)
- CHEM - 3233 Analytical Chemistry (3)
- CHEM - 3234 Analytical Chemistry Laboratory (1)
- EDUC - 2310 Foundations of Education (3)
- SPED - 2100 Survey of Students with Exceptionalities (3)

The following courses must be taken at the upper-division level:

- CHEM - 3099 Chemistry Junior Seminar (3)
- CHEM - 3641 Physical Chemistry I Lecture (3)
- CHEM - 3642 Physical Chemistry I Laboratory (1)
- CHEM - 3643 Physical Chemistry II Lecture (3)
- CHEM - 3644 Physical Chemistry II Laboratory (1)
- CHEM - 5145 Environmental Chemistry Lecture (3)
- CHEM - 5146 Environmental Chemistry Laboratory (1)
- CHEM - 4331 Biochemistry Lecture (3)
- CHEM - 4332 Biochemistry Laboratory (1)
- BIOL - 4080 Special Topics in Biology (3)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4330 Principles of Science Education (3) + 1 cr.hr. of Microteaching Lab.
- EDUC - 4340 Teaching Secondary School Science (3) + 1 cr.hr. of Microteaching Lab.
- EDUC - 4999 Student Teaching: Senior Capstone (12)
- PHYS - 1200 Earth and Space Science (3)
- STAT - 4219 Statistical Methods (3)

## Chemistry Selective (1 Hour)

Select one of the following which may be taken at the upper-division level:

- CHEM - 4962 Undergraduate Research Experience (2)

- CHEM - 4990 Chemistry Research (1-3)

Total - 129 Hours

## **Computer Science, B.S.**

The undergraduate major in Computer Science, offered through the College of Arts and Sciences, provides a balance between theoretical and applied study and is intended for students who are primarily interested in the application of computers and information technology to problem-solving. The curriculum is designed to prepare students for positions in business and industry, in local, state, and federal government agencies, and in research and technical organizations as programmers, network professionals, database professionals, systems analysts, systems designers, information security professionals, and software engineers. The curriculum also prepares students for graduate work in computer science and other relevant fields.

## **Degree Requirements**

Students must meet all university requirements for a bachelor's degree.

In addition, students must complete the following course work with a grade of "C" or better: CPSC-2100, CPSC-3310, CPSC-3148, CPSC-4190, and CPSC-4205.

## **General Education Requirement (38-41 Hours)**

The following courses must be taken to meet major and general education requirements:

- MATH - 2281 Applied Calculus (3)

## **Foundation Courses (3-6 Hours)**

- CPSC - 2100 Introduction to Computing (3)
- CPSC - 3148 Computer Programming: Java (3)

## **Required Courses (30 Hours)**

- CPSC - 3099 Junior Seminar (3)
- CPSC - 3310 Intro To Object-oriented Programming (3)
- CPSC - 4190 Introduction to Software Engineering (3)
- CPSC - 4205 Computer Organization (3)
- CPSC - 4335 Operating Systems (3)
- CPSC - 4338 Discrete Structures (3)
- CPSC - 4342 Introduction to Computer Networks (3)
- CPSC - 4345 Database Systems (3)
- CPSC - 4355 Data Structures and Algorithms (3)
- CPSC - 4900 Senior Project and Seminar (3)

## **Advanced Selective Courses (27 Hours)**

Computer Animation/Graphics:

- CPSC - 4565 3D Modeling (3)
- CPSC - 4566 3D Animation (3)
- CPSC - 4567 3D Rendering (3)
- CPSC - 4569 Intro to 3D Visual Effects (3)

### Computer Programming:

- CPSC - 3145 Computer Programming: C++ (3)
- CPSC - 4148 Advanced Programming Using Java (3)
- CPSC - 4520 Windows Programming: Visual Basic.NET II (3)
- CPSC - 4435 Secure Programming (3)

### Computer Systems:

- CPSC - 4535 Introduction to the UNIX System (3)
- CPSC - 4570 Windows Systems (3)
- CPSC - 4572 Advanced Windows Administration (3)
- IT - 4455 Securing Operating Systems (3)

### Database Systems:

- CPSC - 4358 Database Programming (3)
- CPSC - 4576 Database Design and Administration on SQL Servers (3)
- CPSC - 4790 Data Mining and BI (3)

### Game Design:

- CPSC - 4566 3D Animation (3)
- CPSC - 4630 Game Modeling and Animation (3)
- CPSC - 4631 Game Design (3)

### Web/Mobile Applications:

- CPSC - 4137 Web Applications (3)
- CPSC - 4437 Web Application Development II (3)
- CPSC - 4530 Mobile App Developments (3)

### Electives (16-23 Hours)

Total - 120 Hours

## **Information Technology, B.S.**

The Information Technology (ITECH) degree from the College of Arts and Sciences takes students into the worlds of information security, digital forensics, virtualization, and cloud computing. This program provides students with cutting edge coursework and advanced, real-world projects. The program collaborates closely with related programs in Computer Science,

Criminal Justice, and Management Information Systems so students can tailor their degree to their career goals. Information Technology undergraduates receive a balance of theory and application as they learn to use a broad range of software and hardware to design and deploy various computer and network systems; and to work independently and collaboratively to solve problems.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree.

### General Education Requirements (37-41 Hours)

See Bachelor's Degree Requirements for general education requirements.

### Foundation Courses (3 Hours)

The following course must be taken at the lower-division level (Substitutions are allowed with the permission of the program advisor):

- CPSC - 2005 Introduction to Computer Technology (3)

### Program Core Courses (12 Hours)

The following courses must be taken at either the lower- or upper-division level:

(Substitutions are allowed with the permission of the program advisor)

- IT - 3310 Information Technology Project Management (3)
- CPSC - 4342 Introduction to Computer Networks (3)

The following courses must be taken at upper-division level:

(Substitutions are allowed with the permission of the program advisor)

- IT - 3099 Junior Seminar Information Technology (3)
- IT - 4810 Information Technology Senior Seminar/Project (3)

### Program General Selective Courses (15 Hours)

The following courses must be taken at upper-division level.

Students must take 15 credit hours of general selective courses from the following:

- CPSC - 4205 Computer Organization (3)
- CPSC - 4335 Operating Systems (3)
- CPSC - 4570 Windows Systems (3)
- CPSC - 4580 Information Security (3)
- IT - 3110 Fundamentals of Information Technology (3)
- IT - 3210 Introduction to Scripting Languages (3)

- IT - 3520 Cisco CCNA I (3)
- IT - 3521 Cisco CCNA II (3)
- IT - 4210 Wireless Networks and Security (3)

## Program Concentration Selective Courses (27 Hours)

The following courses must be taken at upper-division level.

Students must take 27 credit hours of concentration selective courses from the following. Students may also take courses in different concentrations.

### A. Operating Systems

- CPSC - 4526 Introduction to Microsoft SharePoint Server (3)
- CPSC - 4535 Introduction to the UNIX System (3)
- CPSC - 4572 Advanced Windows Administration (3)
- IT - 4455 Securing Operating Systems (3)

### B. Information Security

- CPSC - 4581 Information Security Policy and Management (3)
- CPSC - 4582 Cryptography and Network Security (3)
- CPSC - 4583 Laboratory in Information Security (3)
- CPSC - 4584 Special Topics in Information Security (3)

### C. Network Infrastructure

- IT - 4520 IP Routing (3)
- IT - 4521 IP Switched Networks (3)
- IT - 4522 Troubleshooting IP Networks (3)

### D. Ethical Hacking

- IT - 4540 Information Security and Assurance I (3)
- IT - 4541 Information Security and Assurance II (3)

### E. Digital Forensics

- CPSC - 4540 Digital Forensics (3)
- CPSC - 4542 Contemporary Issues-Digital Forensics (3)
- CPSC - 4622 Special Topics in Digital Forensics (3)

### F. Virtualization and Cloud Computing

- IT - 4560 Introduction to Virtualization (3)
- IT - 4561 Introduction to Cloud Computing (3)

- IT - 4562 Special Topics in Virtualization and Cloud Computing (3)

Electives (22-26 Hours)

Total - 120 Hours

## Master of Science

### **Analytical Chemistry, M.S.**

The graduate major in Analytical Chemistry offered through the College of Arts and Sciences, prepares students for employment as analytical chemists in public and private laboratories that specialize in the application of wet chemical and instrumental procedures. This degree also serves to enhance the credentials of existing professionals by providing advanced coursework covering practical and theoretical aspects of analytical chemistry and provides hands-on training with advanced instrumentation. The degree is enhanced by capstone requirements in which students can choose from the following capstone projects: laboratory-based research, literature-research, an internship, or a thesis. In addition, the degree prepares students to pursue doctoral studies in chemistry and related fields. Students also have an option to pursue an MS in Analytical Chemistry with a concentration in Business designed for students interested in broadening their skills in chemistry and developing a foundation of principles in business to enhance their capabilities as scientists working in a corporate environment. The Business concentration may serve as a preliminary preparation for students interested in an MBA degree.

Faculty at Governors State University have strong teaching and research backgrounds in analytical chemistry and related fields, and are prepared to engage students in advanced coursework and independent or collaborative research projects. Our expertise includes chromatography (GC, HPLC), spectroscopy (IR, NMR), mass spectrometry (GC/MS, LC/MS), electrochemistry, environmental chemistry, molecular modeling, analytical biochemistry, proteomics/genomics, photo-oxygenation, fullerene chemistry, solid-state chemistry, and gas phase ion chemistry.

### **Required Preparation**

Applicants having a bachelor's degree in chemistry or in a related field are encouraged to apply. Students with degrees other than chemistry will be required to take CHEM-3233/CHEM-3234, CHEM-3533, CHEM-3641, and CHEM-4155. Students taking pre-requisite courses must receive grades of "C" or better in the courses and must maintain overall GPA of 3.0 as part of the university's graduate requirement.

### **Laboratory-Research, Literature-Research, Thesis or Internship Capstone Project**

This degree requires a capstone project that shall consist of an approved proposal, independent research, and a written and oral presentation.

In the literature-research or laboratory-research capstone (4 cr.) the student initiates an investigation of a current topic in chemistry by writing a proposal. The student performs an in-depth study of the current literature or a hands-on investigation of the topic and prepares a written report and delivers an oral presentation [Literature: CHEM - 8930 Graduate Chemistry Literature Project (1-3) and CHEM - 8997 Research Presentation in Chemistry (1); Laboratory: CHEM - 8950 Graduate Research Project (1-3) and CHEM - 8997 Research Presentation in Chemistry (1)].

In the internship capstone (4 cr.) the student identifies an internship sponsor, completes an internship application and proposal, and, once accepted, completes the internship under the joint guidance of the site supervisor and the GSU faculty sponsor. The

student prepares a final written report and delivers an oral presentation [CHEM - 8940 Internship (1-3) and CHEM - 8997 Research Presentation in Chemistry (1)].

In the thesis capstone (7 cr.) the student will develop a thesis proposal and perform research under the supervision of a faculty member and a degree committee. The student will prepare a final manuscript and defend the work via a written thesis and an oral presentation. The thesis capstone is recommended for a student who has strong research interests and/or intends to pursue doctoral studies [CHEM - 8959 Graduate Thesis Literature Search (1), CHEM - 8960 Graduate Thesis Project (1-5), and CHEM - 8997 Research Presentation in Chemistry (1)].

## Admission to Candidacy

1. completed the required preparation listed above;
2. completed the Required Courses listed below with a G.P.A. of 3.0 or higher; and
3. completed an approved proposal for a thesis, a project, or an internship.

## Degree Requirements

Students must meet all university requirements for a master's degree.

### Required Courses (15 Hours)

- CHEM - 5035 Chemistry Workshop (1) - *Chemical Safety*
- CHEM - 6333 Analytical Biochemistry (2)
- CHEM - 6334 Analytical Biochemistry Lab (1)
- CHEM - 6733 Chromatography (3)
- CHEM - 6734 Chromatography Laboratory (1)
- CHEM - 6743 Spectroscopic Characterization (3)
- CHEM - 6744 Spectroscopic Characterization Laboratory (1)
- CHEM - 8157 Methods Development (3)

### Focus Area:

*Select from one of the two areas below:*

### Chemistry Selectives (13 - 16 Hours)

Students must take at least 8 credits of selectives at the 7000 - 8000 level. Students choosing the thesis capstone option are only required to take 13 hours of selectives. All other capstone options require 16 hours of selectives.

- CHEM - 5035 Chemistry Workshop (1)
- CHEM - 6552 Chemistry Software and Molecular Modeling (1)
- CHEM - 6752 Practical Chemistry Instruction (1)
- CHEM - 7741 Advanced Spectroscopic Methods (2)
- CHEM - 7742 Advanced Spectroscopic Methods Laboratory (1)
- CHEM - 8057 Special Topics: Chemistry (3)
- CHEM - 8733 Mass Spectrometry (3)
- CHEM - 8734 Mass Spectrometry Laboratory (1)
- CHEM - 8753 Electrochemistry (3)

- CHEM - 8754 Electrochemistry Laboratory (1)
- CHEM - 8763 NMR Spectroscopy (3)
- CHEM - 8764 NMR Spectroscopy Laboratory (1)
- BIOL - 6530 Biotechnology (2)
- BIOL - 6531 Biotechnology Laboratory (1-2)
- BIOL - 6641 Toxicology (3)

### Business Concentration (16 Hours)

*a. Choose from Chemistry Selectives (4 cr.)*

*b. Business Foundation Courses (9 cr.)*

- ECON - 6100 Foundations of Economics (3)
- MGMT - 6700 Foundations of Managerial Statistics (3)
- ACCT - 6100 Foundations of Accounting (3)
- c. Business Selectives (3 cr.) - select one of the following or a course approved by advisor.*
- MGMT - 7400 Operations Management: Strategies and Techniques (3)
- MGMT - 7500 Organization Behavior in the Global Context (3)
- MKTG - 7100 Strategic Marketing (3)

### Capstone Project (4 or 7 Hours)

*Select one of the following capstone projects:*

#### **Literature-Research Capstone (4 cr.)**

- CHEM - 8930 Graduate Chemistry Literature Project (1-3)  
CHEM - 8997 Research Presentation in Chemistry (1)  
*Laboratory-Research Capstone (4 cr.)*
- CHEM - 8950 Graduate Research Project (1-3)  
CHEM - 8997 Research Presentation in Chemistry (1)

#### **Internship Capstone (4 cr.)**

- CHEM - 8940 Internship (1-3)  
CHEM - 8997 Research Presentation in Chemistry (1)  
*Thesis Capstone (7 cr.)*
- CHEM - 8959 Graduate Thesis Literature Search (1)
- CHEM - 8960 Graduate Thesis Project (1-5)  
CHEM - 8997 Research Presentation in Chemistry (1)

Total - 35 Hours

## **Computer Science, M.S.**

The College of Arts and Sciences offers a graduate major in Computer Science is an applications-focused program with a software engineering orientation. It is designed to prepare students for employment as software engineering professionals in a wide range of business, industrial, and government settings.

It includes the theoretical base necessary to provide flexibility for meeting future professional needs, as well as enabling students to pursue doctoral studies at another institution should they wish to do so.



The program is designed for the practicing professional in the field. The principal themes are the design and development of software, systems programming, applications programming, and the effective use of software resources. As new kinds of computers emerge, software based on the most modern theories and procedures will be needed. Economic pressures will require effective and efficient linking of hardware and software systems. Those who best understand the development and management of software resources will be in the strongest position to derive benefits from these changes.

Faculty research interests range widely and include object-oriented programming, Windows programming, operating systems, artificial intelligence, information security, digital forensics, Internet programming, and database systems. Research interests are reflected in the regularly scheduled courses and the special topics courses offered by the faculty.

## **Special Admissions Requirements**

In addition to meeting university admissions criteria, applicants must have completed a bachelor's degree with a G.P.A. of 2.75 or higher and maintained a G.P.A. of 3.0 or higher for any graduate work attempted.

## **Program Prerequisites**

The graduate curriculum is based upon the completion of an undergraduate major in Computer Science that possesses a significant software engineering orientation. A bachelor's degree in Computer Science, however, is not required for admission into the graduate program. Students who have earned their baccalaureate degrees in other areas will be required to complete appropriate prerequisite courses in addition to those required for the master's degree. Essentially, applicants should have completed the equivalent of the following courses with a grade of "C" or better in each course:

- CPSC - 3148 Computer Programming: Java (3)
- CPSC - 3310 Intro To Object-oriented Programming (3)
- CPSC - 4190 Introduction to Software Engineering (3)
- CPSC - 4205 Computer Organization (3)
- CPSC - 4335 Operating Systems (3)
- CPSC - 4338 Discrete Structures (3)
- CPSC - 4342 Introduction to Computer Networks (3)
- CPSC - 4345 Database Systems (3)
- CPSC - 4355 Data Structures and Algorithms (3)

Other courses may appear among the prerequisites for elective courses and therefore be required.

## **Master's Final Project Option**

As part of this degree program, students may choose between the graduate seminar option or the graduate thesis option.

In the graduate seminar option, students participate in a seminar class, developing a team project in conjunction with other classmates and the seminar faculty member, developing a project solution, and participating in a group presentation of the project. The seminar project will provide evidence of the ability and efforts to carry out a major application of theory or advanced methods in computer science. The seminar project is appropriate for students seeking to broaden their practical experience and work in a team setting similar to those encountered in the computer and information technology workplace.

In the project option, students develop a master's project proposal, complete the project in conjunction with a faculty member, and prepare a final report. This option allows students to broaden their practical experience and to gain more depth in a particular area of computer science in preparation for employment.

## **Admission to Candidacy**

After admission as a degree-seeking student, a student also must be admitted to candidacy. To qualify for degree candidacy, a student must:

1. complete the prerequisite course work listed above with a grade of "C" or better in each course;
2. complete at least half of the courses listed under Required Courses below with a G.P.A. of 3.0 or higher; and
3. complete an approved proposal for a thesis topic or a master's project.

More detailed candidacy information is available through the division office or the student's advisor.

## Degree Requirements

Students must meet all university requirements for a master's degree.

### Required Courses (15 Hours)

- CPSC - 8720 Internet Programming (3)
- CPSC - 8735 Advanced Operating Systems (3)
- CPSC - 8810 Formal Languages and Automata (3)
- CPSC - 8820 Planning and Management of Software Projects (3)
- CPSC - 8845 Advanced Database Concepts (3)

### Graduate Seminar/Thesis Option (3 or 6 Hours)

*Select one of the following options:*

#### Thesis Option (6 Hours):

- CPSC - 8900 Graduate Thesis/Project (6)
- CPSC - 8990 Thesis Presentation in Computer Science (1)

#### Graduate Seminar Option (3 Hours):

- CPSC - 8985 Grad Seminar in Computer Science (3)

### Electives (12 to 15 Hours)

*With advisor's approval, students will select from 12 to 15 hours of Computer Science graduate courses. Graduate courses from related disciplines may be included with the approval of the advisor.*

Total - 33 Hours

## **Environmental Biology, Management and Policy, M.S.**

The College of Arts and Sciences offers a graduate major in Environmental Biology, Management and Policy that prepares students as professional biologists with a strong environmental emphasis. All students share core courses that train them in the practice of graduate-level scholarship and in the design and analysis of field and laboratory studies; and shared selective courses emphasize applied principles and methods in fields such as toxicology, GIS, hydrology and environmental chemistry.

Students may choose either the Environmental Biology or Environmental Management and Policy concentration that comprises the remainder of their required and selective courses. The Environmental Biology concentration emphasizes applied ecological research, and is designed for students interested in designing and conducting work in ecological research and data acquisition, entering a doctoral degree program, or teaching at the college level. The capstone experience in this concentration is independent research culminating in a graduate thesis or project. The Environmental Management and Policy concentration emphasizes application of sound principles in natural resource management, environmental policy and planning to natural resource policy and management decisions. The capstone experience in this concentration is a professional internship with a public land management or regulatory agency, a private consulting firm or a non-profit organization with an environmental conservation mission.

Graduates may obtain employment in biological and related fields or pursue advanced degrees. A number of graduates work as naturalists and natural resource managers at county, state, and national parks. Other employment opportunities include work in the public or private sector in environmental consulting, habitat assessment, environmental policy or as laboratory scientists. The curriculum also serves certified secondary school biology teachers who wish to develop an environmental focus.

Faculty research interests range widely and include topics such as microbial ecology, forest and prairie ecology, ecological restoration, small mammal population dynamics, conservation genetics, environmental toxicology and comparative physiology, plant physiology, ecosystem ecology, environmental policy, and curriculum development in biology education.

## **Special Admission Requirements**

In addition to meeting university admissions criteria, applicants must have completed a bachelor's degree with a G.P.A. of 3.0 or higher and maintained a G.P.A. of 3.0 or higher for any graduate work attempted.

## **Required Preparation**

Applicants for the Environmental Biology concentration must complete the following course work with a grade of "C" or better in each course: eight hours of general biology with lab, eight hours of general chemistry with lab, three hours of statistical methods (STAT-4219/STAT-6219), and four hours each of organic chemistry with lab, ecology with lab, microbiology with lab, and either animal physiology with lab or plant physiology with lab. A second course in organic chemistry may be recommended in consultation with the graduate academic advisor.

Applicants for the Environmental Management and Policy concentration must complete the following course work with a grade of "C" or better in each course: eight hours of general biology with lab and three hours of statistical methods (STAT-4219/STAT-6219).

A student may be provisionally admitted to the program in either concentration pending completion of required courses or the re-taking of courses for which the original grade was less than "C." Students are expected to be proficient in a Windows environment with file management, word processing, spreadsheet, graphing, and Internet skills. Otherwise CPSC-2005 or equivalent will be required with a grade of "C" or better.

## **Thesis/Project Option**

As part of the Environmental Biology concentration, students must choose between a thesis or project option.

In the thesis option, students develop a thesis proposal usually related to a faculty member's research, carry out a formal research study under the supervision of the faculty member and a degree committee, prepare a final manuscript that includes a thorough literature review chapter followed by a traditional manuscript chapter suitable for publication consideration, and make a formal research presentation. The thesis option would be appropriate for students who have focused research interests or who intend to pursue doctoral study.

In the project option, students develop a master's project proposal, complete the project in conjunction with a faculty member, and prepare a final technical report, and make a formal research presentation.

## Admission to Candidacy

After admission as a degree-seeking student, a student also must be admitted to candidacy. To qualify for degree candidacy, a student must accomplish the following within three years of admission to the program:

1. Required Preparation: Complete the required preparation course work listed above with a grade of "C" or better in each course.
2. Degree Plan: Meet during the first term of enrollment with the program academic advisor and faculty to complete a degree plan for the student's course of study in Environmental Biology. The degree plan must be approved by at least three faculty members, the program academic advisor, and the chair of the Science Division.
3. Research Proposal: Identify a research advisor from among the full-time Biology faculty and prepare a formal research proposal. This proposal should be a comprehensive statement of the student's intended thesis/project research and must be approved by a committee of the research advisor and a minimum of two other faculty members. Approved research proposals must be filed with the program academic advisor at least one year before the student's expected date of graduation.
4. Grade Point Average: Maintain a G.P.A. of 3.0 or better to sustain candidacy.

More detailed candidacy information is available through the division office or from the student's advisor.

## Degree Requirements

Students must meet all university requirements for a master's degree.

### Required Courses (10 Hours)

- BIOL - 7110 Graduate Seminar (1-4) \*  
\*Taken each term after completion of required coursework; required to take four times.
- BIOL - 7400 Introduction to Biological Research (2)
- STAT - 8820 Experimental Design for the Natural Sciences (4)

### Concentration Required Courses (12-15 Hours)

#### Environmental Biology Concentration

- BIOL - 6657 Ecological Methods: Populations (2)
- BIOL - 6660 Ecological Methods: Communities (2)
- BIOL - 8860 Ecosystem Ecology (2)  
Must select *Thesis* or *Project* option; difference is in required hours for BIOL-8990
- BIOL - 8990 Graduate Thesis/Project (1 - 6) \*  
Thesis Option: Six (6) hours required; Project Option: Two (2) hours required.
- BIOL - 8998 Research Presentation (1)

#### Environmental Management and Policy Concentration

- BIOL - 6210 Natural Resource Management (3)
- BIOL - 6211 Natural Resource Management Laboratory (1)

- BIOL - 6220 Contemporary Issues in Environmental Law and Policy (3)
- BIOL - 6230 Cultural Ecology and Environmental Policy (3)
- BIOL - 8970 Capstone Internship (1-4)
- BIOL - 8995 Internship Presentation (1)

## Selectives (9-19 Hours)

Students in the Environmental Biology Concentration - Thesis Option - select a minimum of 3 courses (9 hours). Students in the Environmental Biology Concentration - Project Option - select a minimum of 19 hours. Students in the Environmental Management and Policy Concentration select a minimum of 13 hours.

### **Selectives Open to All Students**

- BIOL - 6615 Geographical Information Systems (3)
  - BIOL - 6641 Toxicology (3)
  - BIOL - 6560 Plant Systematics (2)
  - BIOL - 6561 Plant Systematics Laboratory (1)
  - BIOL - 6536 Environmental Hydrology (2)
  - BIOL - 6537 Environmental Hydrology Laboratory (1)
  - CHEM - 5145 Environmental Chemistry Lecture (3)
  - CHEM - 5146 Environmental Chemistry Laboratory (1)
- Other graduate-level science courses as approved by the academic advisor.

### **Environmental Biology Selectives**

- BIOL - 6522 Ornithology (2)
- BIOL - 6523 Ornithology Laboratory (1)
- BIOL - 6530 Biotechnology (2)
- BIOL - 6531 Biotechnology Laboratory (1-2)
- BIOL - 6555 Mammalogy (2)
- BIOL - 6556 Mammalogy Laboratory (1)
- BIOL - 6590 Aquatic Ecology (2)
- BIOL - 6591 Aquatic Ecology Laboratory (1)
- BIOL - 6700 Conservation Genetics (2)
- BIOL - 6701 Conservation Genetics Lab (1)
- BIOL - 8840 Microbial Ecology (2)
- BIOL - 8841 Microbial Ecology Laboratory (1)

### **Environmental Management and Policy Selectives**

- BIOL - 6310 Sustainable Buildings (3)
- BIOL - 6320 Land Use Planning (3)
- BIOL - 6330 Native Landscaping (3)

Total for Environmental Biology Concentration Thesis Option: 32 Hours

Total for Environmental Biology Concentration Project Option: 38 Hours

Total for Environmental Management and Policy Concentration: 38 Hours

## **Mathematics, M.S.**

The College of Arts and Sciences graduate major in Mathematics prepares students as professional mathematicians with an emphasis on problem solving and mathematical inquiry. Coursework will cover a wide range of mathematics including abstract algebra, probability and statistics, combinatorics, advanced calculus, the history of mathematics, financial mathematics, and mathematical modeling, while emphasizing both the applied and theoretical aspects of these disciplines. The use of the most current mathematics technology will help students analyze and solve problems like experienced mathematicians.

Several processes central to the preparation of outstanding mathematicians will be incorporated into the curriculum and monitored throughout the program. These include the ability to use a broad range of strategies and representations when solving problems and creating models, to use logic and reasoning for the analysis and development of mathematical proof, to identify connections within mathematics and to other disciplines, and to correctly communicate mathematical ideas precisely using the language of mathematics.

## **Special Admissions Requirement**

In addition to the university admissions requirements, students must have:

1. a cumulative undergraduate grade point average of 2.75 (out of a possible 4.0). Students seeking admission to the GSU Master of Science in Mathematics program with a GPA lower than 2.75 may petition to the graduate program coordinator for admission.
2. submit a letter of application including a statement of personal interest in pursuing a master's degree in mathematics,
3. submit three professional or academic letters of reference

Students may apply for the Master of Science in Mathematics program at Governors State University with a baccalaureate degree in any field from an accredited university. An undergraduate major in mathematics, actuarial science, engineering, business, science, or computer science is recommended. Students must have completed, with a grade of "C" or higher, a three-semester sequence in calculus, a course in modern algebra, a course in linear algebra, and a course in analysis. Students may be conditionally admitted if they do not meet the undergraduate prerequisites for the graduate core courses.

## **Admission to Candidacy**

As a benchmark toward graduation, students must apply for and be accepted to candidacy for the Master of Science degree in Mathematics. Mathematics students must apply for candidacy upon completion of 18 credit hours (6 of these credit hours must be in the Required Core Courses). Students applying for candidacy to graduate with the Master of Science degree in Mathematics must meet the following requirements:

1. Completion of a minimum of 6 hours in the required core, with a grade of "B" or better in each course;
2. Completion of a minimum of 12 additional hours of core or electives course work with a grade average of "B" or better, and no more than one course with a grade of "C" will be accepted; and
3. Establish a Graduate Committee. The Graduate Committee must include a project advisor (must be a tenured/tenure track Mathematics Faculty) and two other graduate faculty (one of which must be a faculty member from a graduate program in a related discipline or graduate program at Governors State University). A Graduate Committee may contain one outside member, who must be a tenured or tenure-track professor from a graduate program at an accredited university. Students apply for candidacy by completing a "Master of Science in Mathematics Program Application for Candidacy" form, including the student's courses and grades to date, date of intended graduate thesis/project/seminar, and a statement from the student's advisor regarding the student's prospects for completion within four years. The Master of Science in Mathematics Program faculty will review the application and vote on whether the student is admitted to candidacy, if additional coursework is required, or if the student will not be admitted to candidacy. Students who are denied admission to candidacy may appeal this decision to the College of Arts and Sciences Dean's Office.

## **Minimum Degree Requirements**

In addition to the requirements for candidacy outlined above, Master of Science in Mathematics students must complete the following requirement in order to attain the Master's degree:

1. the remaining elective courses such that the grade average for all elective courses is a "B" (3.00 of 4.00) or better, no more than one course with a grade of "C" will be accepted, and no grades below a "C" will be accepted; and
2. the graduate thesis/project (MATH-8900) and presentation (MATH-8990) with a Pass ("P") grade, which is determined by a vote of the three-member graduate project committee.

## Required core courses (15)

Students must complete the following

- MATH - 6449 Linear Algebra II (3)
- MATH - 6451 Modern Algebra (3)
- MATH - 8117 History of Mathematical Ideas (3)
- MATH - 8505 Advanced Probability (3)
- MATH - 8623 Mathematical Modeling (3)

## Electives (15)

Students must also complete 15 hours of electives selected from any of the following courses. Students may also take courses in different areas with the program coordinator's approval.

- MATH - 6229 Advanced Calculus (3)
- MATH - 6337 Modern Geometry (3)
- MATH - 6373 Topology (3)
- MATH - 6637 Mathematics Laboratory (3)
- MATH - 7121 Combinatorics and Graph Theory (3)
- MATH - 7211 Advanced Calculus for Educators (3)
- MATH - 7369 Differential Geometry (3)
- MATH - 8219 Topics in Analysis (3)
- MATH - 8243 Partial Differential Equations (3)
- MATH - 8523 Financial Mathematics (3)

## Additional Electives

Up to 6 hours of courses from related disciplines listed below may be substituted for the elective courses with approval of the program coordinator:

- Finance
- Economics
- Computer Science
- Education

## Required graduate thesis/project/seminar (4)

Students must complete a graduate thesis, project or seminar as part of a capstone course and present their work to the mathematics community at Governors State University. Students can select one of the following options:

## Master's Thesis/Project Option

A paper describing and synthesizing material from several papers on a selected topic of interest from mathematics, including, but not limited to, pure or applied mathematics, mathematics education, statistics, history of mathematics, mathematical computing, or financial mathematics. The thesis/project must be approved by three faculty members, one of which is the project director. A tenured/tenure track mathematics faculty member must serve as the director of each thesis/project, and each thesis/project must be reviewed and graded by a committee of three faculty members (one may be from a program other than mathematics). In addition, students will be required to present their work to the mathematics community at GSU.

## Master's Graduate Seminar Option

Students participate in a seminar class, deeply investigating a topic in mathematics, mathematics education, statistics, history of mathematics, mathematical computing, or history of mathematics. The seminar topic will provide evidence of the ability to understand and synthesize the chosen topic. A Student Study Plan must be submitted to a tenured/tenure track faculty member who will serve as the supervisor of the seminar. This Student Study Plan must be reviewed and approved by a committee of three faculty members (one may be from a program other than mathematics). The seminar must be open to the mathematical community at GSU, and seminar documentation must be submitted to the supervisor.

- MATH - 8900 Graduate Thesis Project (3)
- OR**
- MATH - 8950 Graduate Seminar (3)
- AND**
- MATH - 8990 Research Presentation (1)

Total graduate coursework with thesis/project/seminar - 34 credits

## Master of Science in Mathematics with an Actuarial Science Sequence

The graduate major in Mathematics with an Actuarial Science sequence prepares students for actuarial positions in business, government and industry. Coursework in the sequence provides a foundation for the preparation needed to sit for a series of examinations developed by the professional actuarial societies. In addition to a strong knowledge base in mathematics that includes probability and statistics, coursework includes risk management, finance, economics, and investments. Special admissions requirement includes a 3.00/4.00 overall grade point average.

## Degree Requirements

Students must meet all university requirements for a master's degree.

Students must meet the collegial degree requirements listed at this section.

### Required Core Mathematics Courses (18 hours)

- MATH - 8250 Applied Statistics - Time Series (4)
- MATH - 8350 Foundations of Actuarial Science (4)
- MATH - 8450 Theory of Interest (4)
- MATH - 8505 Advanced Probability (3)
- MATH - 8523 Financial Mathematics (3)

### Selective Mathematics Courses - choose Two (6 hours)



- MATH - 6229 Advanced Calculus (3)
- MATH - 6449 Linear Algebra II (3)
- MATH - 6557 Probability (3) \*
- MATH - 6637 Mathematics Laboratory (3)
- MATH - 8219 Topics in Analysis (3)
- MATH - 8623 Mathematical Modeling (3)
- STAT - 6219 Statistical Methods (3) \*

NOTE:

\* Required if not taken at the undergraduate level

### Required Sequence Requirements (9 hours)

- ACCT - 6100 Foundations of Accounting (3)
- ECON - 7500 Managerial Economics and Forecasting (3)
- FIN - 7101 Financial Management (3)

### Required Graduate Capstone (4 hours)

- MATH - 8800 Mathematics Internship (1-4)  
*OR*
- MATH - 8900 Graduate Thesis Project (3)  
**AND**
- MATH - 8990 Research Presentation (1)

Total Required - 37 Hours

## Master of Science in Mathematics with a Concentration in Teacher Education

The curriculum for the graduate major in Mathematics with a concentration in Teacher Education provides a balance between theoretical and applied study, with the general objective of providing students with a substantial background in mathematics that affords opportunities to strengthen skills in logical thinking, problem analysis, problem-solving, and mathematics pedagogy for those interested in teaching Mathematics at the secondary level.

The Master of Science in Mathematics with a Concentration in Teacher Education is designed for individuals who seek an Illinois teaching license to teach secondary mathematics in grades 9 - 12. Completion of the sequence will allow candidates to apply for an Illinois teaching license endorsed for mathematics. The program is designed for those with a bachelor's degree in mathematics or a related field such as actuarial science, computer science, economics, engineering, finance, or physics. Program completers would be considered "highly qualified" to teach mathematics at the secondary level as defined by the Illinois State Board of Education (ISBE). Program requirements include a strong knowledge base in mathematics and professional education coursework, including a student teaching internship that meets all of the requirements for secondary teachers set forth by the ISBE. Mathematics coursework includes abstract algebra, linear algebra, probability and statistics, number theory, geometry, mathematics technology, special topics, and the history of mathematics.

### Teacher Licensure

This program is approved by the Illinois State Board of Education and is intended to lead to the Initial Secondary License Type 09 qualifying students to teach mathematics in grades 9 - 12. To be recommended for an Illinois State Board of Education teaching license, the student must present evidence of having passed the Test of Academic Proficiency (TAP) and Mathematics 115 Subject-Matter Knowledge examinations of the Illinois Licensure Testing System, and earned a passing score on the teacher performance assessment known as the edTPA,

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in the catalog.

## Special Admission Requirements

In addition to meeting university criteria, applicants must:

1. have a cumulative grade point average of 3.00 (out of a possible 4.00). Students seeking admission to the GSU Master of Science in Mathematics program with a GPA lower than 3.00 may petition to the graduate program coordinator for admission;
2. meet the general education requirements for teacher licensure described in this catalog;
3. submit a Personal Statement that includes a discussion about why the candidate wants to pursue a career in teaching; and
4. submit two professional or academic letters of reference.

Students may apply for the Master of Science in Mathematics with a concentration in Teacher Education program at Governors State University with a baccalaureate degree in any field from an accredited university. An undergraduate major in mathematics or a related field with a strong mathematics foundation, such as actuarial science, computer science, economics, engineering, physics, or finance, is strongly recommended. Students must have completed, with a grade of "C" or higher, a three-semester sequence in calculus, one course in linear algebra, and one course in discrete mathematics. Students may be conditionally admitted if they do not meet the undergraduate prerequisites for the graduate core courses.

## Admission to Candidacy

As a benchmark toward graduation, students must apply for and be accepted to candidacy for the Master of Science in Mathematics with a Secondary Teacher Education degree. Mathematics students must apply for candidacy upon completion of 24 credit hours. Students applying for candidacy to graduate with the Master of Science degree in Mathematics must meet the following requirements:

1. completion of a minimum of 21 hours of required courses with a GPA of 3.00 or higher;
2. meet all the requirements for admission to Mathematics Teacher Education listed below; and
3. submit an application for the student teaching field experience.

## Degree Requirements

Students must meet all university requirements for a master's degree. Additionally, students must meet the requirements for candidacy outlined above, and meet the degree requirement listed in this section.

### Required Mathematics Courses (24 hours)

- MATH - 6171 History of Mathematics (3)
- MATH - 6337 Modern Geometry (3)
- MATH - 6400 Issues in Mathematics Education (3)
- MATH - 6449 Linear Algebra II (3)
- MATH - 6637 Mathematics Laboratory (3)
- MATH - 7133 Topics in Number Theory (3)

- MATH - 7451 Topics in Abstract Algebra (3)
- STAT - 6219 Statistical Methods (3)

### Required Professional Education Courses (9 hours)

- SPED - 6101 Survey of Students with Exceptionalities (3)
- EDUC - 6360 Principles of Secondary Mathematics Education (3)
- EDUC - 6370 Teaching Secondary School Mathematics (3)

### Required Capstone Internship (9 hours)

EDUC8970 Student Teaching - As part of this degree requirement, and to fulfill state licensure requirements, students must complete EDUC8970 Student Teaching. The student teaching internship is a one-semester, full-time teaching experience in a local high school under the direction of a university supervisor and classroom teacher.

- EDUC - 8970 Capstone Internship: Student Teaching - Secondary Mathematics (9)

### Total Required - 42 Hours

## Admission to Mathematics Teacher Education

In addition to meeting all university admission requirements for graduate students, applicants must meet the following requirements to be admitted to the program:

1. have a cumulative GPA of 3.00 or higher in all undergraduate coursework applied to the degree program (a grade of C- is not accepted);
2. submit a word-processed essay not to exceed 300 words explaining why the applicant wants to be a teacher;
3. attend the Secondary Education Orientation.
4. submit evidence of having passed the Test of Academic Proficiency (TAP) of the Illinois Licensure System or submit an ACT with Writing score of 22 or higher with a combined Reading and Writing score of 16; or an SAT composite of 1030 (critical reading + mathematics = 1030 or higher) and a minimum score of 450 on writing if taken on or before March 5, 2016; and after March 5, 2016 a composite score of 1110 (Evidence-based Reading and Writing + Mathematics = 1110 or higher) and a minimum score of 26 on Writing and Language Test;
5. complete EDUC2310 Foundations of Education (or equivalent) and EDUC 3440 Educational Psychology (or equivalent) with a grade of "B" or better.

All candidates for Illinois teacher licensure at Governors State University are required to submit to an Adam Walsh fingerprint-based criminal background check by Certified Background Check prior to their initial field experience in the schools. For more information on this testing and available test sites, please visit [certifiedbackground.com](http://certifiedbackground.com). Consult with your academic advisor for information concerning the related GSU policies and procedures.

### Student Progress

The faculty monitors and evaluates candidate progress continually. The section, Teacher Education and Licensure, in this catalog provide a general description of the standards used to evaluate candidate progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Student Handbook.

### Conditional Continuation

Faculty may permit a candidate to continue conditionally. In some cases, faculty reviews of the candidate's records identify evidence that the candidate will be successful in the program. The status of all candidates allowed to continue under conditions is

reviewed by faculty each term, and the candidates are informed in writing of the necessary conditions for them to be transferred to good standing status. When conditions are met, the candidate is informed in writing of the transfer to good standing status. A candidate may not be admitted to student teaching without being in good standing status.

### **Admission to Student Teaching**

Candidates must apply to student teaching before enrolling in EDUC8970 Student Teaching. An application for admission to student teaching must be submitted to the current Director of Field Experiences in the Division of Education. The application must be submitted by December 1 for the following fall semester and by January 31 for the following spring semester. Student teaching is not offered in the summer term. This application for student teaching will certify that the candidate applying has met the following requirements:

1. completed at least 48 hours of general education requirements with a GPA of 2.75 or higher (a grade of C- is not accepted);
2. completed professional education course requirements except student teaching, including a minimum 100 clock-hours of field experience with a GPA of 3.00 or higher, with a grade of "B" or better in each course;
3. must have completed methods courses no more than two years prior to the start of student teaching;
4. have no more than six hours remaining to be completed in the major in which the student is enrolled with a GPA of 3.00 or higher and completed all coursework with a grade of "C" or higher;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education Publication, Minimum Requirements for Licensure;
6. submit evidence of having passed the Mathematics 115 content area exam of the Illinois Licensure Testing System; and
7. receive a positive recommendation from the Secondary Education Student Progress Committee.

In addition, candidates must:

1. have a cumulative GPA of 3.00 or higher;
2. earn a grade of "C" or higher for all general education courses;
3. have a GPA of 2.75 or higher in all general education courses;
4. have a GPA of 3.00 or higher in mathematics and statistics courses with a grade of "C" or higher in each course;
5. earn a grade of "B" or higher in MATH6400, EDUC6360, EDUC6370 and SPED6100;
6. earn a grade of "B" or higher in EDUC8970 Student Teaching;
7. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
8. provide evidence of successful completion of the Illinois and US Constitution examinations;
9. complete at least one three-hour course in non-Western or Third World Cultures;
10. complete the following with a grade of "C" or higher: 12 hours of calculus, one course in linear algebra, and one course in discrete mathematics;
11. show evidence of having passed the edTPA assessment;
12. receive a positive recommendation from the Secondary Education Student Progress Committee; and
13. complete the General Education Requirements for Teacher Licensure, Initial Secondary License, and any additional requirements listed in the Licensure of Teachers and Other School Professionals section in this catalog.

## **Minor**

### **Biology Minor**

The College of Arts and Sciences offers an undergraduate minor in Biology for students who wish to supplement a major in another discipline with significant preparation in biology. The minor will generally enhance prospects for employment in education, industry, or the health professions, and for admission to graduate or professional school.

### **Requirements for the Minor**

## General Requirements

Students must meet all university requirements for a minor. In addition, students must:

1. complete at least one course at the upper-division level; and
2. submit transfer courses potentially applicable to the minor to the biology advisor during the first week of the semester of intended graduation.

## Required Courses (14 Hours)

The following courses must be taken at the lower-division level:

- General Biology I & II with Labs (8)

The following courses can be taken at either the lower-division or upper-division level:

- BIOL - 3316 Plant Diversity Lecture (2)
- BIOL - 3317 Plant Diversity Laboratory (1) or lower-division Botany with Lab
- BIOL - 3320 Animal Diversity (2)
- BIOL - 3321 Animal Diversity Laboratory (1) or lower-division Zoology with Lab

## Selective (6 Hours or more)

- BIOL - 3108 Human Evolution (3)
- BIOL - 3112 Human Genetics: Concepts and Technology (3)
- BIOL - 3322 Ecology (3)
- BIOL - 3323 Ecology Laboratory (1)
- BIOL - 3360 Comparative Anatomy (3)
- BIOL - 3361 Comparative Anatomy Laboratory (1)
- BIOL - 4580 Behavioral Ecology (3)

### NOTE:

Other upper-division level biology courses may be accepted at the discretion of the advisor for the minor.

Total Credit-hours - 20 Hours

## **Chemistry Minor**

The College of Arts and Sciences offers an undergraduate minor in Chemistry to students majoring in other fields who wish to supplement their preparation in a major discipline with a substantial amount of course work in chemistry. The minor in Chemistry is particularly appropriate for those students who would like to develop a theoretical understanding of chemistry and fundamental laboratory skills. A minor in Chemistry will generally enhance the prospects of students for employment in industry and education and for admission to graduate or professional schools.

## Requirements for the Minor

Students must meet all university requirements for a minor.

In addition, students must:

1. complete at least one course at the upper-division level; and
2. submit transfer courses to the advisor for the minor for approval by the first week of the term of intended graduation.

### Required Courses (16 Hours)

The following courses must be taken at the lower-division level:

- General Chemistry I and II with Labs (8)

The following courses can be taken at either the lower-division or upper-division level:

- CHEM - 3531 Organic Chemistry I Lecture (3)
- CHEM - 3532 Organic Chemistry I Laboratory (1)
- CHEM - 3533 Organic Chemistry II Lecture (3)
- CHEM - 3534 Organic Chemistry II Laboratory (1)

### Selective (4 or more Hours)

*Select one course with its corresponding lab:*

- CHEM - 3233 Analytical Chemistry (3) **and**
- CHEM - 3234 Analytical Chemistry Laboratory (1)
- OR**
- CHEM - 4331 Biochemistry Lecture (3) **and**
- CHEM - 4332 Biochemistry Laboratory (1)

### NOTE:

Other upper-division level chemistry courses may be accepted in this category at the discretion of the advisor for the minor.

Total - 20 Hours

## **Computer Science Minor**

An undergraduate minor in Computer Science offered through the College of Arts and Sciences, is for students majoring in other fields who wish to supplement their preparation in a major discipline with a substantial amount of course work in computer science. The minor in Computer Science is particularly appropriate for those students who anticipate significant use of a computer during the pursuit of their chosen majors or who would like to develop additional marketable skills to supplement and complement their major studies.

### Requirements for the Minor

Students must meet all university requirements for a minor, and submit transfer courses to the advisor for the minor for approval by the first week of the term of intended graduation.

## Required Courses (21 Hours)

- CPSC - 2100 Introduction to Computing (3)
- CPSC - 3148 Computer Programming: Java (3)
- CPSC - 4137 Web Applications (3)
- CPSC - 4190 Introduction to Software Engineering (3)
- CPSC - 4530 Mobile App Developments (3)
- CPSC - 4148 Advanced Programming Using Java (3)
- CPSC - 4345 Database Systems (3)

Total - 21 Hours

## **Game Design Minor**

The College of Arts and Sciences offers an undergraduate minor in Game Design from Computer Science for students majoring in other fields who wish to supplement their preparation in a major discipline with a substantial amount of course work in 3D computer graphics. The minor in Game Design is particularly appropriate for those students who anticipate significant use of 3D computer animation techniques in the field of game development and simulation. Student can also integrate 3D production skills toward animation shorts, films, visual effect & motion graphics.

## Requirements for the Minor

Students must meet all university requirements for a minor. In addition, students must: completed with a "C" or higher for all required courses and selective for the minor submit transfer courses to the advisor for the minor for approval by the first week of the term of intended graduation.

## Required Courses (15 Hours)

- CPSC - 4565 3D Modeling (3)
- CPSC - 4566 3D Animation (3)
- CPSC - 4567 3D Rendering (3)
- CPSC - 4630 Game Modeling and Animation (3)
- CPSC - 4631 Game Design (3)

## Selectives (3 Hours)

- CPSC - 4632 Digital Sculpting (3)
- CPSC - 4569 Intro to 3D Visual Effects (3)

Total - 18 Hours

## **Mathematics Minor**

A College of Arts and Sciences undergraduate minor in Mathematics is offered to students who wish to supplement their preparation in a major discipline with a substantial amount of course work in mathematics. It is especially appropriate for

students who would like to develop additional quantitative and qualitative reasoning skills. Depending on the student's major, a minor in Mathematics will generally enhance the individual's prospects for employment and for graduate or professional study.

## Requirements for the Minor

Students must meet all university requirements for a minor, including completion of at least one-half the required courses at Governors State. Students pursuing a minor in Mathematics at Governors State should not take MATH-2281 as part of the calculus requirement. A full Calculus I (MATH-2290) and Calculus II (MATH-2292) sequence is needed to meet the calculus requirement for the minor.

Students planning to complete a minor in Mathematics must meet with the advisor in the Science Division to develop a study plan for the minor. As part of this process, students must submit transfer courses for approval. A copy of the study plan must be included with the request for graduation.

## Required Courses (14 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- MATH - 2150 Discrete Mathematics (3)
- MATH - 2290 Calculus I (4)
- MATH - 2292 Calculus II (4)
- MATH - 2449 Linear Algebra (3)

## Selectives (9 Hours)

The following courses must be taken at the upper-division level:

*Select nine hours from the following:*

- MATH - 2271 Differential Equations (3)
- MATH - 2294 Calculus III (4)
- MATH - 4133 Number Theory (3)
- MATH - 4337 Modern Geometry (3)
- MATH - 4451 Modern Algebra (3)
- MATH - 4637 Mathematics Laboratory (3)

## NOTE:

Other upper-division level mathematics courses may be accepted in this category at the discretion of the advisor for the minor.

## Total - 23 Hours



# **Graduate Certificate**

## **Biology Education Certificate**

This is a post-baccalaureate certificate to prepare graduates of Biology programs for teacher licensure in Biology at the secondary education level which is offered through the College of Arts and Sciences.

### **Teacher Licensure**

This sequence of courses is approved by the Illinois State Board of Education and leads to the Initial Secondary High School License in Biology. To be recommended for certification by Governors State University, students must earn a grade "B" or better in EDUC-4999 Student Teaching: Senior Capstone: Biology.

To be recommended for an Illinois State Board of Education teaching license, the student must present evidence of having passed the Test of Academic Proficiency (formerly Basic Skills), Subject-Matter Knowledge, and Assessment of Professional Teaching examinations of the Illinois Licensure Testing System.

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in this catalog. This requirement is likely to include additional general education, education, and content courses.

Students may obtain an endorsement that prepares them for teaching in the middle school. Students choosing to pursue the middle school endorsement must take three (3) hours in Early Adolescent Educational Psychology and three (3) hours in Curriculum and Methods for Middle Schools. Students should contact the Office of Secondary Education for specific course numbers.

### **Admission to Biology Education**

In addition to meeting all university admissions requirements for certificate students, applicants must meet the following requirements to be admitted to the Biology Education certificate:

1. have a bachelor's or higher in Biology from a regionally accredited college or university;
2. have a cumulative average G.P.A. of 2.5 or higher in all lower division courses applied to the degree program; and
3. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher.

### **Continuation in the Certificate**

In order to continue in the certificate after the first term of enrollment, students must meet the following requirements:

1. complete EDUC-2310 (or equivalent) with a grade of "B" or better;
2. submit evidence of having passed the Test of Academic Proficiency (formerly Basic Skills) of the Illinois Licensure Testing System; and
3. submit scores from the ETS Proficiency Profile.

Some schools and/or school districts require criminal background checks in advance of any field experience undertaken by teacher preparation candidates in school settings. Candidates may be required to comply with these requirements. Consult with your advisor for information concerning the related GSU policies and procedures.

### **Student Progress**

The faculty monitors and evaluates student progress continually. The section, Licensure of Teachers and Other School Professionals, in this catalog provides a general description of the standards used to evaluate student progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Undergraduate Student Handbook available via the student portal on the GSU website.

## **Conditional Continuation**

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. The status of all students allowed to continue under conditions is reviewed by the faculty each term, and the students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

## **Student Handbook**

The Student Handbook Undergraduate Degrees in Secondary Education referred to in this catalog is available online at [http://www.govst.edu/Academics/Colleges\\_and\\_Programs/College\\_of\\_Arts\\_and\\_Sciences/Secondary\\_Education\\_Programs\\_in\\_Biology,\\_Chemistry,\\_English\\_and\\_Mathematics/](http://www.govst.edu/Academics/Colleges_and_Programs/College_of_Arts_and_Sciences/Secondary_Education_Programs_in_Biology,_Chemistry,_English_and_Mathematics/)

## **Admission to Student Teaching**

Before enrolling in EDUC - 4999 Student Teaching: Senior Capstone (12), an application for admission to student teaching must be submitted to the director of Field Experiences in the College of Education. The application must be submitted by December 1 for the fall term and January 31 for the spring term preceding the academic year in which the student intends to teach (student teaching is not offered in the summer term). This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed at least 48 hours of general education requirements with a G.P.A. of 2.75 or higher in courses taken at Governors State University;
2. completed professional education course requirements, except student teaching, including a minimum of 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course, and EDUC-6330 and EDUC-6340 with a grade of "B" or better;
3. must have completed methods course no more than two years prior to the commencement of student teaching;
4. have no more than six hours remaining to be completed in the major in which the student is enrolled with a G.P.A. of 3.0 or higher and completed all courses with a grade of "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submitted evidence of having passed the Biology content area exam of the Illinois Licensure Testing System; and
7. received a positive recommendation from the Secondary Education Student Progress Committee.

## **Degree Requirements**

Students must meet all university requirements for a license, and in addition, students must complete the general education requirement for teacher licensure Initial High School License listed in the Teacher Education section of this catalog.

In addition, students must:

1. have a cumulative G.P.A. of 2.75 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 2.75 or higher for all general education courses;

4. have a G.P.A. of 3.0 or higher in all biology, chemistry, and physics courses;
5. have a G.P.A. of 3.0 or higher for EDCP-6101, EDUC-3440, and SPED-6101, with a grade of "C" or better in each course;
6. earn a grade of "B" or better in EDUC-2310, EDUC-6330, and EDUC-6340;
7. earn a grade of "B" or better in EDUC-4999;
8. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
9. provide evidence of successful completion of the Illinois and U.S. Constitution examinations;
10. complete at least one three-hour course in nonwestern or third world cultures;
11. show evidence of having passed the Assessment of Professional Teaching;
12. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
13. receive a positive recommendation from the Secondary Education Student Progress Committee.

## Professional Education (minimum of 24 Hours at GSU)

The following courses can be taken at either the lower-division or upper-division level:

- EDUC - 2310 Foundations of Education (3)
- SPED - 2100 Survey of Students with Exceptionalities (3) /
- SPED - 6101 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3) /
- EDCP - 6101 Introduction to Educational Technology (3)

The following courses must be taken at the upper-division level:

- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4999 Student Teaching: Senior Capstone (12)
- EDUC - 6330 Principles of Science Education (3)
- EDUC - 6301 Secondary Microteaching 1 (1)
- EDUC - 6302 Secondary Microteaching 2 (1)
- EDUC - 6340 Teaching Secondary School Science (3)

## Additional Requirements

Students may need to complete additional general education or Biology courses if their bachelor degree requirements do not meet the requirements of the approved Governors State University program for the endorsement in Biology Education.

Minimum Total - 24 Hours

## **Chemistry Education Certificate**

This is a post-baccalaureate certificate to prepare graduates of Chemistry programs for teacher licensure in Chemistry at the secondary education level offered through the College of Arts and Sciences.

## **Teacher Licensure**

This sequence of courses is approved by the Illinois State Board of Education and leads to the Initial Secondary License in Chemistry. To be recommended for licensure by Governors State University, students must earn a grade of "B" or better in EDUC-4999 Student Teaching: Senior Capstone: Chemistry.

To be recommended for an Illinois State Board of Education teaching license, the student must present evidence of having passed the Test of Academic Proficiency (formerly Basic Skills), Subject-Matter Knowledge, and Assessment of Professional Teaching examinations of the Illinois Licensure Testing System.

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in this catalog. This requirement is likely to include additional general education, education, and content courses.

Students may obtain an endorsement that prepares them for teaching in the middle school. Students choosing to pursue the middle school endorsement must take three (3) hours in Early Adolescent Educational Psychology and three (3) hours in Curriculum and Methods for Middle Schools. Students should contact the Office of Secondary Education for specific course numbers.

## **Admission to Chemistry Education**

In addition to meeting all university admissions requirements, applicants for the Chemistry Education license must meet the following requirements:

1. have a bachelor's or higher in Chemistry from a regionally accredited college or university;
2. have a cumulative average G.P.A. of 2.75 or higher in all lower division courses applied to the degree program; and
3. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher.

## **Continuation in the Certificate**

In order to continue in the certificate after the first term of enrollment, students must meet the following requirements:

1. complete EDUC - 2310 Foundations of Education (3), (or equivalent) with a grade of "B" or better;
2. submit evidence of having passed the Test of Academic Proficiency (formerly Basic Skills) of the Illinois Licensure Testing System; and
3. submit scores from the ETS Proficiency Profile.

Some schools and/or school districts require criminal background checks in advance of any field experience undertaken by teacher preparation candidates in school settings. Candidates may be required to comply with these requirements. Consult with your advisor for information concerning the related GSU policies and procedures.

## **Student Progress**

The faculty monitors and evaluates student progress continually. The section, Teacher Education and Licensure, in this catalog provides a general description of the standards used to evaluate student progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Undergraduate Student Handbook found via the student portal on the GSU website.

## **Conditional Continuation**

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. The status of all students allowed to continue under conditions is reviewed by the faculty each semester, and the students are informed in writing of the conditions necessary for them to be

transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

## Student Handbook

The Student Handbook Undergraduate Degrees in Secondary Education referred to in this catalog is available online at [http://www.govst.edu/Academics/Colleges\\_and\\_Programs/College\\_of\\_Arts\\_and\\_Sciences/Secondary\\_Education\\_Programs\\_in\\_Biology,\\_Chemistry,\\_English\\_and\\_Mathematics/](http://www.govst.edu/Academics/Colleges_and_Programs/College_of_Arts_and_Sciences/Secondary_Education_Programs_in_Biology,_Chemistry,_English_and_Mathematics/)

## Admission to Student Teaching

Before enrolling in EDUC-4999 Student Teaching: Senior Capstone, an application for admission to student teaching must be submitted to the Director of Field Experiences in the College of Education. The application must be submitted by December 1 for the fall term and January 31 for the spring term preceding the academic year in which the student intends to teach (student teaching is not offered in the summer term). This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed at least 48 hours of general education requirements with a G.P.A. of 2.75 or higher in courses taken at Governors State University;
2. completed professional education course requirements, except student teaching, including a minimum of 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course, and EDUC-6330 and EDUC-6340 with a grade of "B" or better;
3. must have completed a methods course no more than two years prior to the commencement of student teaching;
4. have no more than six hours remaining to be completed in the major in which the student is enrolled with a G.P.A. of 3.0 or higher and completed all courses with a grade of "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submitted evidence of having passed the Chemistry content area exam of the Illinois Licensure Testing System; and
7. received a positive recommendation from the Secondary Education Student Progress Committee.

## Degree Requirements

Students must meet all university requirements for a license, and in addition, students must complete the general education requirement for teacher licensure Initial High School License listed in the Teacher Education section of this catalog.

In addition, students must:

1. have a cumulative G.P.A. of 2.5 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 2.75 or higher for all general education courses;
4. have a G.P.A. of 3.0 or higher in chemistry and physics courses;
5. have a G.P.A. of 3.0 or higher for EDCP-6101, EDUC-3440, and SPED-6101, with a grade of "C" or better in each course;
6. earn a grade of "B" or better in EDUC-2310, EDUC-6330, and EDUC-6340;
7. earn a grade of "B" or better in EDUC-4999;
8. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
9. provide evidence of successful completion of the Illinois and U.S. Constitution examinations;
10. complete at least one three-hour course in non-western or third world cultures;
11. show evidence of having passed the Assessment of Professional Teaching;
12. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
13. receive a positive recommendation from the Secondary Education Student Progress Committee.

## Professional Education (minimum of 30 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- EDUC - 2310 Foundations of Education (3)
- SPED - 2100 Survey of Students with Exceptionalities (3) /
- SPED - 6101 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3) /
- EDCP - 6101 Introduction to Educational Technology (3)

The following courses must be taken at the upper-division level:

- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4999 Student Teaching: Senior Capstone (12)
- EDUC - 6330 Principles of Science Education (3)
- EDUC - 6340 Teaching Secondary School Science (3)

## Additional Requirements

Students may need to complete additional general education or Chemistry courses if their bachelor degree requirements do not meet the requirements of the approved Governors State University program for the endorsement in Chemistry Education.

## Minimum Total of 30 Hours (Minimum of 24 hours at GSU)

### **Data Analytics Certificate**

The Post-Baccalaureate Certificate in Data Analytics prepares individuals to design and manage the construction of databases and related software programs and applications, including the linking of individual data sets to create complex searchable databases (warehousing) and the use of analytical search tools (mining). Includes instruction in database theory, logic, and semantics; operational and warehouse modeling; dimensionality; attributes and hierarchies; data definition; technical architecture; access and security design; integration; formatting and extraction; data delivery; index design; implementation problems; planning and budgeting; and client and networking issues.

This certificate offered through the College of Arts and Sciences is open to professionals and graduate students. Both full-time and part-time students are eligible to enroll in this certificate program.

## Admission Requirements

Applicants should have an undergraduate degree in Computer Science or a related field from an accredited institution with a GPA of at least 2.75.

Please meet with your faculty or academic advisor after admission to complete your study plan.

## Required Courses (15 Hours)

In order to receive the Data Analytics Certificate, students must complete each required course with a grade of "B" or better and submit the application for award of certificate to their advisor.

- CPSC - 6210 Scripting Languages (3)
- CPSC - 6548 Computer Programming: Java (3)
- CPSC - 6730 Big Data Analytics (3)
- CPSC - 6790 Data Mining and Business Intelligence (3)
- CPSC - 8845 Advanced Database Concepts (3)

## Elective Courses (9 Hours)

- CPSC - 6710 Social Media Mining (3)
- CPSC - 6719 Predictive Analytics and Data Collection (3)
- STAT - 6219 Statistical Methods (3)

Total - 24 Hours

## **Digital Forensics Certificate - Graduate**

The Digital Forensics Certificate offered through the College of Arts and Sciences, is designed to address the increasing threat from computer crimes and cybercrime, digital forensics is necessary. Law enforcement and government agencies, organizations, and companies all need digital forensics professionals to better protect digital assets, or investigate cybercrime.

The Certificate in Digital Forensics will provide theoretical and practical knowledge in the recovery and analysis of electronically stored information (ESI). The program will consist of eight courses covering operating systems, and, topics in both information security and digital forensics. Students completing this certificate program will be prepared to use digital data tools and technologies to support the collection, classification, evaluation, and analysis of evidence that is in the form of electronically stored information.

## **Admission Requirements**

Students must meet the university requirements for graduate certificate admission.

While there are no specific courses required for admission into this certificate program, there may be prerequisite courses based off of the GSU catalog in place at the time of admission.

## **Certificate Requirements**

In order to receive the Digital Forensics Certificate students must complete each required course with a grade of "B" or better and submit the application for award of certificate to their faculty advisor.

## **Required Courses (24 Hours)**

- IT - 4455 Securing Operating Systems (3)
- CPSC - 6535 Introduction to the UNIX System (3)
- CPSC - 6540 Digital Forensics (3)
- CPSC - 6542 Contemporary Issues-Digital Forensics (3)

- CPSC - 6584 Special Topics in Information Security (3) \* This course must be taken twice. Each course will address a different topic in Information Security. Total - 6 credit hours.
- CPSC - 6622 Special Topics in Digital Forensics (3)
- CPSC - 6570 Windows Systems (3)

Total - 24 Hours

## **Mathematics, Secondary Education Certificate**

This is a post-baccalaureate certificate to prepare graduates of Mathematics programs for teacher licensure in mathematics at the secondary education level offered through the College of Arts and Sciences.

### **Teacher Certification**

This sequence of courses is approved by the Illinois State Board of Education and leads to the Initial Secondary Licensure in mathematics. To be recommended for licensure by Governors State University, students must earn a grade of "B" or better in EDUC-4999 Student Teaching: Senior Capstone: Mathematics.

To be recommended for an Illinois State Board of Education teaching certificate, the student must present evidence of having passed the Test of Academic Proficiency (formerly Basic Skills), Subject-Matter Knowledge, and Assessment of Professional Teaching examinations of the Illinois Certification Testing System.

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section of this catalog.

To be recommended by Governors State University, students must apply for the license within one year of completing the program.

### **Admission to Mathematics Education**

In addition to meeting all university admission requirements for certificate students, applicants must meet the following requirements to be admitted to the Mathematics Education Certificate:

1. have a bachelor's or higher in Mathematics from a regionally accredited college or university;
2. have a cumulative average G.P.A. of 2.5 or higher in all lower division courses applied to the degree program; and
3. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher.

### **Continuation in the Certificate**

In order to continue in the certificate after the first term of enrollment, students must meet the following requirements:

1. complete EDUC - 2310 Foundations of Education (3) (or equivalent) with a grade of "B" or better;
2. submit evidence of having passed the Test of Academic Proficiency (formerly Basic Skills) of the Illinois Licensure Testing System; and
3. submit scores from the ETS Proficiency Profile; and Some schools and/or school districts require criminal background checks in advance of any field experience undertaken by teacher preparation candidates in school settings. Candidates may be required to comply with these requirements.

Consult with your advisor for information concerning the related GSU policies and procedures.

### **Student progress**



The faculty monitors and evaluates student progress continually. The Licensure of Teachers and Other School Professionals section in this catalog provides a general description of the standards used to evaluate student progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Undergraduate Handbook at [http://www.govst.edu/Academics/Colleges\\_and\\_Programs/College\\_of\\_Arts\\_and\\_Sciences/Secondary\\_Education\\_Programs\\_in\\_Biology,\\_Chemistry,\\_English\\_and\\_Mathematics/](http://www.govst.edu/Academics/Colleges_and_Programs/College_of_Arts_and_Sciences/Secondary_Education_Programs_in_Biology,_Chemistry,_English_and_Mathematics/)

## **Conditional Continuation**

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. The status of all students allowed to continue under conditions is reviewed by the faculty each term, and the students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

## **Student Handbook**

The Student handbook Undergraduate Degrees in Secondary education referred to in this catalog is available online at [http://www.govst.edu/Academics/Colleges\\_and\\_Programs/College\\_of\\_Arts\\_and\\_Sciences/Secondary\\_Education\\_Programs\\_in\\_Biology,\\_Chemistry,\\_English\\_and\\_Mathematics/](http://www.govst.edu/Academics/Colleges_and_Programs/College_of_Arts_and_Sciences/Secondary_Education_Programs_in_Biology,_Chemistry,_English_and_Mathematics/).

## **Admission to Student Teaching**

Before enrolling in EDUC - 4999 Student Teaching: Senior Capstone (12), an application for admission to student teaching must be submitted of the director of Field Experiences in the College of Education. The application must be submitted by December 1 for the fall term and January 31 for the spring term preceding the academic year in which the student intends to teach (student teaching is not offered in the summer term). This application for student teaching will verify that the student applying has or will have met the following requirements:

1. completed at least 48 hours of general education requirements with a G.P.A. of 2.75 or higher in courses taken at Governors State University;
2. completed professional education course requirements, except student teaching, including a minimum of 100 clock hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course, and EDUC-6360 and EDUC-6370 with a grade of "B" or better;
3. must have completed methods course no more than two years prior to the commencement of student teaching;
4. have no more than six hours remaining to be completed in the certificate in which the student is enrolled with a G.P.A. of 3.0 or higher and completed all courses with a "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submit evidence of having passed the Mathematics content area exam of the Illinois Licensure Testing System; and
7. received a positive recommendation from the Second-art Education Student progress Committee.

## **Certificate Requirements**

Students must meet all university requirements for a license, and in addition, student must complete the general education requirement for teacher licensure Initial Secondary License listed in the Teacher Education section of this catalog.

In addition, students must:

1. have a cumulative G.P.A. of 2.5 or higher;

2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 2.75 or higher for all general education courses;
4. have a G.P.A. of 3.0 or higher in mathematics courses with a grade of "C" or better in each course;
5. have a G.P.A. of 3.0 or higher for EDCP-6101, EDUC-3440, and SPED-6101, with a grade of "C" or better in each course;
6. earn a grade of "B" or better in EDUC-2310, EDUC-6360, and EDUC-6370;
7. earn a grade of "B" or better in EDUC-4999;
8. complete a minimum of 100 clock hours of supervised pre-student teaching experiences;
9. provide evidence of successful completion of the Illinois and U.S. Constitution examinations;
10. show evidence of having passed the Assessment of Professional Teaching;
11. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
12. receive a positive recommendation from the Secondary Education Student progress Committee.

## Professional Education (minimum of 24 hours)

The following courses can be taken at either the lower-division or upper-division level:

- EDUC - 2310 Foundations of Education (3)
- SPED - 2100 Survey of Students with Exceptionalities (3) /
- SPED - 6101 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3) /
- EDCP - 6101 Introduction to Educational Technology (3)

The following courses must be taken at the upper-division level:

- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 6360 Principles of Secondary Mathematics Education (3)
- EDUC - 6370 Teaching Secondary School Mathematics (3)
- EDUC - 4999 Student Teaching: Senior Capstone (12)

## Additional Requirements

Students may need to complete additional general education or Mathematics courses if their bachelor degree requirements do not meet the requirements of the approved Governors State University program for the endorsement in Mathematics Education.

## Minimum Total - 24 Hours at GSU

## **Post-Baccalaureate Certificate in Computer Programming**

The Computer Programming Certificate provides for the knowledge and understanding of modern computer programming. This eight course program offers practical knowledge of the fundamentals of computer programming logic and development, the methods of underlying principles of Object Oriented Programming, database fundamentals of data storage and retrieval, and program implementation in multiple high-level languages. Students completing this program will understand how to apply appropriate modern design and development methods to produce efficient and stable computer programs and systems.

## Admission Requirements

Students must meet the university requirements for graduate certificate admission.

While there are no specific courses required for admission into this certificate program, there may be prerequisite courses based off of the Governors State University catalog in place at the time of admission.

## Certificate Requirements

In order to receive the Computer Programming Certificate, students must complete each required course with a grade of "B" or better to submit the application for award of certificate to their faculty advisor.

### Required Courses (24 Hours)

- CPSC - 3145 Computer Programming: C++ (3)
- CPSC - 3310 Intro To Object-oriented Programming (3)
- CPSC - 4137 Web Applications (3)
- CPSC - 4345 Database Systems (3)
- CPSC - 4435 Secure Programming (3)
- CPSC - 6530 Mobile App Developments (3)
- CPSC - 6548 Computer Programming: Java (3)
- CPSC - 6648 Advanced Programming Using Java (3)

**Total - 24 Hours**

# Division of Arts and Letters

## Bachelor of Arts

### **Anthropology and Sociology, B.A.**

The Bachelor of Arts degree in Anthropology and Sociology offered through the College of Arts and Sciences, is grounded in the history of ideas, theory, and methods common to both disciplines. In this program, students choose either an Anthropology or Sociology concentration that comprises the core courses of their major. Students continue in their chosen concentration but share a set of core courses that enables students to master the shared concepts, theoretical approaches, and methodological practices of both disciplines. Students complete their degree with a capstone experience that comprises original research under the advisement of a faculty mentor, which grounds their understanding of social life in the discipline of their choice. At the end of the program, students earn a degree in Anthropology and Sociology, with a choice of concentration in anthropology or sociology through consultation with their academic advisor.

A degree in Anthropology and Sociology provides students strong problem solving and communication skills and knowledge about people, their cultures, and the institutions and organizations that they create. These skills and knowledge prepare students to succeed in careers that deal with the social problems and issues that they studied in their major. Students who earn a degree in either Anthropology or Sociology find career opportunities in social and governmental services; administrative support and management in organizations; professional researchers and evaluators for social, governmental, corporate, or world organizations; public relations and human resource departments; or, continue onto graduate degree programs in anthropology, sociology, public policy, social work, museum studies, library science, and law.

### Degree Requirements

Students must meet all university requirements for a bachelor's degree. In addition, students must complete Core, Concentration Core, and Selective courses with a "C" or better.

### General Education Requirement (37 - 41 Hours)

See the GSU Catalog ([www.govst.edu/catalog](http://www.govst.edu/catalog)) for the specific list of requirements. The general education requirements are the same as the university requirements (see Bachelor's Degree Requirements) except for the Social and Behavioral Science area where nine (9) hours must be completed, of which six (6) hours are lower-division courses in the chosen concentration, with one of those courses an introduction to the discipline, and three (3) hours of a social science course outside of the chosen concentration.

### Core Courses for All Concentrations in the Majors (18 Hours)

- ANTH - 1100 Cultural Anthropology (3)
- SOC - 1100 Introduction to Sociology (3)
- **OR**
- SOC - 2100 Contemporary Social Issues (3)
- ANSO - 3099 Junior Seminar in Anthropology and Sociology (3)
- ANSO - 3600 Making Sense of Social Data (3)
- ANSO - 4400 Theories of Social Science (3)
- ANSO - 4900 Senior Capstone (3)

## Concentration Core Courses (15 Hours)

### A. Anthropology Concentration

- ANSO - 3300 Ecology, Environment, and Culture (3)  
**OR**
- ANSO - 4300 Food, Culture, and Society (3)
- ANTH - 3100 Trends in Cross-Cultural Analysis (3)
- ANTH - 3400 Language and Culture (3)
- ANTH - 4610 Ethnographic Research Methods (3)
- BIOL - 3108 Human Evolution (3)

### B. Sociology Concentration

- ANSO - 2100 Gender and Sexuality (3)  
**OR**
- ANSO - 3200 Race and Class (3)
- ANSO - 4100 The Anthropology and Sociology of Religion (3)
- SOC - 3150 Self and Society (3)
- SOC - 3200 Class Inequalities (3)
- SOC - 3600 Doing Sociological Research (3)

## Electives (46 - 50 Hours)

Additional courses as approved by academic advisor. Language study is highly recommended for students concentrating in Anthropology seeking graduate level anthropology training. An additional sociological theories course and an advanced statistics course is highly recommended for students concentrating in Sociology seeking graduate level sociology training.

## Total - 120 Hours

NOTE: A total of no more than six credits of Independent Study (ANSO-4700 or ANSO-4710) may be counted toward the major, unless the academic adviser grants specific permission.

## **Communication, B.A.**

Students in the undergraduate major in Communication, offered through the College of Arts and Sciences, develop a practical and theoretical understanding of the processes and impact of human and media communication. The curriculum is designed to assist students in developing their abilities to communicate effectively and ethically in written, verbal, and visual forms within shifting technological, socio-cultural, political, leadership, and economic environments. Students are prepared to exemplify professional communication practices that promote human relations as informed and engaged global citizens.

In addition to a core of communication courses, students majoring in Communication choose a sequence of courses in either strategic communication or human communication. Each sequence includes practical skills as well as the applied understanding necessary for career development. To gain real world experience, students may apply for internships in commercial and not-for-profit organizations, as well as Chicago media, or in various departments and units across the university

A concentration in strategic communication offers students a broad foundation in the theory and skills necessary for a career in a variety of fields, including, but not limited to advertising, public relations, journalism, and more. The human communication concentration explores multiple aspects of human interaction providing a foundation for students to communicate effectively and with integrity as informed and engaged global citizens. Students in any concentration are also encouraged to choose a minor, such as American Studies, Gender and Sexuality Studies, or Latino Studies. Graduates of the program have careers in professions such as advertising, public relations, consulting, mentoring, customer service, sales, human resources and training, media management, media writing, speechwriting, and public affairs. The Communication program offers instruction with computer and multimedia technology that is annually augmented and always contemporary, if not ahead of the curve. Students enrolled in the program prior to Fall 2019 should refer to the 2018-2019 catalog to complete their program of study.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree. In addition, students must earn a grade of "C" or better in all required Communication courses. Students not receiving a "C" or higher are only allowed to repeat the course once.

Some required and selective courses are offered only once per academic year. Students are strongly advised to register well in advance of the start of courses, and to consult closely with their academic advisors upon entering and while in the program to ensure individual study plans are aligned with the university schedule. No more than three credit hours of COMM-4050 may be applied to the degree. Transfer students should take COMM-3099 in their first term.

## General Education Requirement (37-41 Hours)

See Bachelor's Degree Requirements for general education requirements.

## Foundation Courses (9 Hours)

Select three courses from the following:

- COMM - 2110 Communication & Society (3)
- COMM - 2111 Survey of Intercultural Communication (3)
- COMM - 2112 Media and Society (3)
- COMM - 2113 Introduction to Strategic Communication (3)

## Core Courses (21 Hours)

The following courses must be taken at the upper-division level:

- COMM - 3099 Junior Seminar (3)
- COMM - 3200 Strategic Writing (3)
- COMM - 3201 Advanced Public Speaking (3)
- COMM - 3202 Communication Research (3)
- COMM - 4201 Communications Ethics (3)
- COMM - 4900 Senior Seminar (3)

Select one of the following:

- COMM - 4210 Communicating Gender (3)
- COMM - 4211 Communicating Culture (3)

- COMM - 4212 Communicating Identity (3)
- COMM - 4213 Communicating Sexuality (3)

## Concentrations (20 - 22 Hours)

*Select one of the following concentrations:*

### Strategic Communication

#### Required Courses (20-22 Hours)

- COMM - 3300 Strategic Communication in Society (3)
- COMM - 4300 Media Communication Law (3)
- COMM - 4301 Strategic Media Management & Planning (3)

Select one of the following:

- COMM - 4600 Practicum (1 - 4)
- COMM - 4800 Internship:... (1-4)

Select three of the following:

*2 or 3 of the three courses may come from:*

- COMM - 3410 Online Journalism (3)
- COMM - 3411 Layout, Design & Production (3)
- COMM - 4010 Topics in Strategic Communication (3)
- COMM - 4310 Strategic Communication Case Studies (3)
- COMM - 4311 International Strategic Communication Campaigns (3)
- COMM - 4312 Creative Strategies in Advertising and Public Relations (3)
- COMM - 4410 Journalism and Media Writing (3)

*1 or none of the three courses may come from:*

- COMM - 4320 Communicating with Clients and Customers (3)
- COMM - 4420 Women in Media (3)
- COMM - 4421 Broadcast Journalism (3)
- COMM - 4521 Crisis Communication (3)
- COMM - 4524 Critical Analysis of Popular Culture (3)
- MST - 3740 Media Production Techniques: Field and Studio (4)
- MST - 3750 Media Storytelling (3)

### Human Communication

#### Required Courses (21 Hours)

- COMM - 4500 Interpersonal Communication (3)
- COMM - 4501 Organizational Communication (3)

Select one of the following:

- COMM - 4510 Rhetoric in Society (3)
- COMM - 4511 Social Influence (3)
- COMM - 4512 Political Communication (3)

Select three of the following:

- COMM - 3520 Listening (3)
- COMM - 3521 Nonverbal Communication (3)
- COMM - 3522 Communication Dynamics (3)
- COMM - 4020 Topics in Communication (3)
- COMM - 4320 Communicating with Clients and Customers (3)
- COMM - 4520 Conflict Management (3)
- COMM - 4521 Crisis Communication (3)
- COMM - 4522 Family Communication (3)
- COMM - 4523 Group Communication & Leadership (3)
- COMM - 4524 Critical Analysis of Popular Culture (3)

## Communication Electives (8-12 Hours)

*Select eight to twelve hours of upper division communication courses with advisor approval.*

## Electives (15 Hours)

When selecting 15 credit hours of elective coursework, students are strongly encouraged to select a minor to complement their program of study and to support their personal and professional goals.

## Total Credit Hours - 120 Hours

## **Criminal Justice, B.A.**

The College of Arts and Sciences offers a B.A. in Criminal Justice that is developed from the social and behavioral sciences. The study of criminal justice combines the traditional aspects of the criminal justice system, such as law enforcement, courts and the judiciary, corrections, and juvenile justice with an understanding of social deviance as a whole. It also recognizes the interdependence of historical social traditions, values, politics, economic, and legal structures that impact policy questions in a democratic society.

The Bachelor in Arts of Criminal Justice at Governors State University will prepare students with the professional education, analytical background, and communication skills currently demanded in law and justice-related positions in policing, community and institutional corrections, juvenile facilities, social service and community outreach, conflict mediation, and non-profit enterprises among others. This is accomplished through a curriculum specifically developed for students wishing to cultivate a broad perspective which includes the examination of the intersection of the traditional criminal justice model with social, restorative, and community-based models of justice.

The requirements of this degree include completing courses covering 1) Traditional criminological and restorative theoretical perspectives important to understanding crime, deviance, and the shaping of public policy; 2) Social justice approaches to crime prevention and community-based problems; 3) Ethics, diversity, professionalism; and 4) Research design and inquiry to strengthen analytical skills.



## Degree Requirements

Students must meet all university requirements for a bachelor's degree. In addition, students must earn a minimum grade of "C" in all the upper-division Criminal Justice Core and Selective courses at Governors State University.

### General Education Requirement (37 Hours)

See Bachelor's Degree Requirements for general education requirements.

### Foundation Courses (15 Hours)\*

These are the introductory courses that aim to provide students with the foundational knowledge of the criminal justice system's major components operations, and theories. Students are required to complete 15 hours of foundational courses (substitutions may be allowed with the permission of the student's advisor).

- CJUS - 2100 Introduction to Criminal Justice (3)
- CJUS - 2200 Introduction to Corrections (3)
- CJUS - 2300 Introduction to Juvenile Justice (3)
- CJUS - 2360 Judicial Process and Constitutional Issues in Criminal Justice (3)
- CJUS - 2400 Policing Foundations (3)

### Core Courses (24 Hours)\*

All of the following courses must be taken at the upper-division level:

- CJUS - 3099 Junior Seminar in Criminal Justice (3)
- CJUS - 3100 Foundations of Social Justice (3)
- CJUS - 3250 Foundations of Restorative Justice (3)
- CJUS - 3415 Criminological Inquiry and Research Design (3)
- CJUS - 3440 Exploring Ethics in the Justice System (3)
- CJUS - 4100 Theories of Crime and Deviance (3)
- CJUS - 4465 Comparative International Criminal Justice Systems (3)
- CJUS - 4900 Senior Capstone in Criminal Justice (3)

### Selectives (18 Hours)

Students must also take 18 credits of selective courses from the list below. Here students are able to tailor their degree by choosing courses specific to career goals or research interests. We also offer a concentration in Restorative Justice for students in the CJUS major.

### Selective Courses

- CJUS - 3020 History of Corrections and Punishment (3)
- CJUS - 3300 Critical Issues in Juvenile Justice (3)
- CJUS - 3420 Community-based Corrections (3)
- CJUS - 3450 Race, Gender, and the Justice System (3)
- CJUS - 3500 Contemporary Restorative Justice Practices (3)

- CJUS - 3660 Mediation and Conferencing (3)
- CJUS - 3770 Management and Organizational Leadership (3)
- CJUS - 3860 Peace Circles (3)
- CJUS - 4000 Special Topics in Criminal Justice (3)
- CJUS - 4120 Policing and the Community (3)
- CJUS - 4320 Correctional Policy and Practice (3)
- CJUS - 4340 Restorative Justice in Schools (3)
- CJUS - 4350 Victims and the Justice System (3)
- CJUS - 4380 International Peace Initiatives (3)
- CJUS - 4425 Death Penalty in America (3)
- CJUS - 4616 Crime Analysis (3)
- CJUS - 4750 Justice Systems Planning (3)
- CJUS - 4800 Internship (3)

## Restorative Justice Concentration

To fulfill the concentration requirements, students must complete 18 hours of the courses listed below; CJUS 4000 Special Topics may be substituted for the Internship option with Coordinator approval.

- CJUS - 3500 Contemporary Restorative Justice Practices (3)
- CJUS - 3660 Mediation and Conferencing (3)
- CJUS - 3860 Peace Circles (3)
- CJUS - 4340 Restorative Justice in Schools (3)
- CJUS - 4750 Justice Systems Planning (3)
- CJUS - 4800 Internship (3)

## Elective Credits (26 Hours)

In addition to the core and selective credits required, students must take an additional 26 hours of elective credits. Students in this major are encouraged to complete a minor in Addictions Studies, Business Administration, Gender Studies, Public Administration, Psychology, Social Work, Sociology, or another field that complements their degree and career objectives.

## Total - 120 Hours

## **English, B.A.**

The College of Arts and Sciences offers an undergraduate major in English to students a strong academic background in English studies - the creative analysis of literature and extensive practice in the process of writing that will enable them to analyze, understand, and appreciate the diversity of the human experience and to meet controversy and challenge in appropriate, practical, and intellectually satisfying ways. Additionally, as a program that is foundational to the university's commitment to adult education and lifelong learning, it meets a continually increasing demand nationally and locally for liberally educated individuals in any discipline.

Within this major, students may pursue course work in language, literature, composition, and related studies in the humanities. The curriculum emphasizes a variety of approaches to an expanded literary tradition and relates the works studied to social, political, and historical contexts. In pursuit of the program goals, the student acquires the necessary knowledge and skills of creative analysis and expression (written and oral) that mark the liberally educated person, one who is prepared to meet the practical and analytical challenges of virtually any profession.

In addition, the undergraduate major in English with a concentration in English Teacher Education prepares students to meet the specific needs and challenges of teaching English in the secondary classroom.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree.

### General Education Requirement (37-41 Hours)

See Bachelor's Degree Requirements for general education requirements.

### Required Courses (39 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- American Literature I & II (6)
- English Literature I & II (6)

The following courses must be taken at the upper-division level:

- ENGL - 3099 Literary Criticism (3)
- ENGL - 4100 Advanced Composition (3)
- ENGL - 4110 Linguistics (3)
- **OR**
- ENGL - 4205 Modern English Grammar (3)
- ENGL - 4505 Major English Authors (3)
- ENGL - 4515 Major Black Authors (3)
- ENGL - 4510 Major American Authors (3)
- ENGL - 4520 Contemporary Literature (3)
- ENGL - 4550 Shakespeare's Plays (3)
- ENGL - 4900 English Capstone (3)

### Selectives (9 Hours)

Must be taken at the upper-division level:

- Take three 4000 level literature courses.

### Electives (35 Hours)

Total - 120 Hours

## **English, B.A. with a Concentration in Teacher Education**

In addition to offering students a strong academic background in English studies, the undergraduate major in English with a teacher education concentration, offered through the College of Arts and Sciences, provides students the knowledge and skills found in the liberally educated person who is interested in a career in teaching English at the secondary level.

## **Teacher Licensure**

This program approved by the Illinois State Board of Education, leads to the Initial Secondary License qualifying students to teach Secondary English. Students who major in English with a concentration in secondary education may obtain an endorsement that prepares them for teaching in the middle school. Students wishing to pursue this endorsement must take three hours of methods related to the middle school. Students should contact their advisor for specific course requirements.

Recommendation for an Illinois State Board of Education teaching license requires passage of the Subject-Matter Knowledge examinations of the Illinois Licensure Testing System, and the national education Teacher Performance Assessment (edTPA).

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in the catalog.

## **Admission to English Teacher Education**

In addition to meeting all university admissions requirements for undergraduate students, applicants must meet the following requirements to continue in the program:

1. have a cumulative average G.P.A. of 2.75 or higher in all lower division courses applied to the degree program;
2. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher;
3. complete EDUC - 2310 Foundations of Education (3), (or equivalent) with a grade of "B" or better; and
4. attend Secondary Education Orientation.

All candidates for Illinois teacher licensure at Governors State University are required to submit to a criminal background check prior to their initial field experience in the schools. For more information on this testing visit [www.certifiedbackground.com](http://www.certifiedbackground.com). Consult with your advisor for information concerning the related GSU policies and procedures.

## **Student Progress**

The faculty monitors and evaluates student progress continually. The section, Licensure of Teachers and Other School Professionals, in this catalog provides a general description of the standards used to evaluate student progress. A more detailed statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Student Handbook.

## **Conditional Continuation**

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. The status of all students allowed to continue under conditions is reviewed by the faculty each term, and the students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

## **Admission to Student Teaching**

Before enrolling in EDUC - 4999 Student Teaching: Senior Capstone (12), an application for admission to student teaching must be submitted to the Director of Educator Preparation in the College of Education. The application must be submitted by December 1 for the fall term and March 1 for the spring term preceding the academic year in which the student intends to teach

(student teaching is not offered in the summer term). This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed general education requirements with a G.P.A. of 2.75 or higher;
2. completed professional education course requirements, except student teaching, including 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course and EDUC-4465, ENGL-4570, and ENGL-4580 with a grade of "B" or better;
3. must have completed methods courses no more than two years prior to the commencement of student teaching;
4. must have no more than six hours (at the discretion of the advisor) remaining to be completed in the major, with a G.P.A. of 3.0 or higher, and completing all courses with a grade of "C" or better;
5. met all state requirements applicable to areas of student teaching assignments as outlined in the "Illinois Program for Evaluation, Supervision, and Recognition of Schools, Part I, Subject G: Staff Qualifications";
6. submit evidence of having passed the English Content Area Examination of the Illinois Licensure Testing System; and
7. receive a positive recommendation from the Secondary Education Student Progress Committee.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree within five years of admission to the Program. Students must complete the General Education Requirement for Teacher Licensure, Initial Secondary License listed below. Completion of this requirement meets the general education requirement. In addition, students must:

1. have a cumulative G.P.A. of 2.5 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 2.75 or higher for all general education courses;
4. have a G.P.A. of 3.0 or higher in English courses with a grade of "C" or better in each course;
5. have a G.P.A. of 3.0 or higher for EDUC-3440 and SPED-2100 with a grade of "C" or better in each course;
6. earn a grade of "B" or better in EDUC-2310, EDUC-4465, ENGL-4100, ENGL-4205, ENGL-4570, and ENGL-4580;
7. earn a grade of "B" or better in EDUC - 4999 Student Teaching: Senior Capstone (12);
8. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
9. provide evidence of successful completion of Illinois and U.S. Constitution examinations;
10. complete at least one three-hour course in non-western or Third World Cultures;
11. show evidence of having passed the edTPA;
12. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
13. receive a positive recommendation for the Secondary Education Student Progress Committee.

## General Education Requirement for Teacher Licensure, Initial Secondary License, English (37 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- Written Communication (6)
- Oral Communication (3)
- Humanities (English, Foreign Language, History and/or Philosophy) (6)
- Fine Arts (Art, Music, and/or Theater) (3)
- Non-Western/Third World Cultures (3)
- Mathematics (3)
- Biological and Physical Science (including one laboratory course) (7)
- U.S. History (3)
- U.S. Government (3)
- Introduction to Psychology (3)

## English Core (45 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- English Literature I (3)
- English Literature II (3)
- Studies in Mythology (3)
- American Literature I (3)
- American Literature II (3)

The following courses must be taken at the upper-division level:

- ENGL - 3099 Literary Criticism (3)
- ENGL - 3330 Studies in Literature (3)
- ENGL - 4100 Advanced Composition (3)
- ENGL - 4205 Modern English Grammar (3)
- ENGL - 4505 Major English Authors (3)
- ENGL - 4515 Major Black Authors (3)
- ENGL - 4510 Major American Authors (3)
- ENGL - 4520 Contemporary Literature (3)
- ENGL - 4550 Shakespeare's Plays (3)
- ENGL - 4600 Rhetorical Theory and Practice (3)

## Professional Education (35 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- EDUC - 2310 Foundations of Education (3)
- SPED - 2100 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3)

The following courses must be taken at the upper-division level:

- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4301 Secondary Microteaching 1 (1)
- EDUC - 4302 Secondary Microteaching 2 (1)
- EDUC - 4465 Methods of Teaching English (3)
- ENGL - 4575 Reading Theory and Practice in the Secondary Schools (3)
- ENGL - 4580 Read and Rap: Literature for Young Adult Readers (3)
- EDUC - 4999 Student Teaching: Senior Capstone (12)
- ENGL - 4080 English Special Topics (3)

Total - 123 Hours

## **Gender and Sexuality Studies, B.A.**

The College of Arts and Sciences Bachelor of Arts in Gender and Sexuality Studies offers a broad interdisciplinary investigation of gender and sexuality as keys to understanding human experience, fully integrating the study of gender and sexuality in its core curriculum. Genders and sexualities are powerful organizing forces: they shape identities and institutions, nations and economies, cultures and political systems. Careful study of gender and sexuality thus explains crucial aspects of our everyday lives on both personal and global scales. The scholarship in Gender and Sexuality Studies is interdisciplinary and wide-ranging, drawing on communication, history, literature, cultural studies, and social and behavioral sciences, to study genders and sexualities as they intersect with race, ethnicity, class, nationality, disability, and religion.

At its core, the undergraduate program encourages students to question the meanings of "male" and "female," as well as of sexual norms, in both Western and non-Western societies. Courses seek to unravel the ways in which ideas about gender and sexuality shape social roles and identities, in addition to the ways in which race, class, and ethnicity function in the experience of gender and sexuality within a culture. Gender and Sexuality Studies challenges the privileging of some categories (i.e., male or heterosexual) over others, along with the social and political implications of such hierarchies. Out curriculum makes gender and sexuality central rather than peripheral terms of analysis and seeks to complicate what is often presented as "natural" or "normal" in traditional academic curricula.

Students come to Gender and Sexuality Studies with an intellectual curiosity about the ordering of society and questions about their relationship to it. By its very nature, Gender and Sexuality Studies enables students to combine intellectual inquiry with lived experience. To this end, students are encouraged to participate in internship opportunities and independent studies. Through these initiatives, students gain professional experience as well as an opportunity to test lessons learned in the classroom. Those who major in Gender and Sexuality Studies frequently pursue dual majors in other departments; they go on to careers in law, media, social work and research, government, development, and activist work, among others.

### **Program Objectives**

The Gender and Sexuality Studies (GNSX) major is an interdisciplinary major that is framed by the disciplines of Addictions Studies, Anthropology & Sociology, Art, Communication, Criminal Justice, History, English, and Psychology. The curriculum is designed to provide students with both the theoretical and analytical tools to examine the interplay between institutions, culture, politics, social movements, and individual identity. In order to provide a framework to ensure a consistent set of expectations across disciplines, the GNSX program has a set of five program outcomes. Courses within the major will address one or more of the following program outcomes:

1. Explore marginalized epistemologies and experiences and their implications for diverse bodies. Examine the impact of gender and sexual identities on human relations within local, national, transnational, and global communities both historically and currently.
2. Examine the impact of gender and sexual identities on human relations within local, national, transnational, and global communities both historically and currently.
3. Analyze the construction and maintenance of power dynamics within legal, criminal, political, economic, educational and cultural systems.
4. Evaluate the multiple constructions, in both production and reception, of gender and sexuality across multimodal media, including literature, pop culture, social media, etc.
5. Demonstrate the ability to articulate and apply an intersectional analysis-grounded in feminist, queer, and emerging theories, research practices, and methodologies-evaluating issues related to gender and sexuality in order to foster advocacy and promote social justice.

## **Degree Requirements**

Students must meet all university requirements for a bachelor's degree. In addition, students must earn a minimum grade of "C" in all the upper-division Gender and Sexuality Studies Core, Selective, and Major Elective courses at Governors State University.

## General Education Requirements (37 Hours)

See Bachelor's Degree Requirements for general education requirements.

## Core Courses (12 Hours)

- GNSX - 2100 Introduction Gender and Sexuality Studies (3)
- GNSX - 3099 Theories in Practice (3)
- GNSX - 3500 Methods of Inquiry (3)
- GNSX - 4900 Senior Seminar (3)

## Selectives (18 Hours)

Students must take 3 hours from each of the six selective areas.

### Foundations (3 Hours)

Courses that examine the core issues of gender and sexuality. These courses can be taken at the lower division level.

- GNSX - 1200 Gender and Identity in Literature (3)
- PHIL - 3600 Philosophy of Race, Gender, Justice and Identity (3)
- PSYC - 1605 Love: What Everyone Needs to Know (3)
- PSYC - 1606 Sex: What Everyone Needs to Know (3)
- SOC - 2800 Sociology of Marriage and Family (3)
- SOC - 3400 Work and Family Life (3)

### Social Justice and Public Policy (3 Hours)

Courses that examine the role of activism and policy in shaping society.

- ART - 3307 Art Images of Social Justice Movements (3)
- CJUS - 3450 Race, Gender, and the Justice System (3)
- SOSC - 4575 Women and Social Action (3)

### Historical and Global Perspectives (3 Hours)

Courses that ask students to understand a world different from their own.

- GNSX - 3400 Global Politics of Gender (3)
- GNSX - 3450 History Of Sexuality In The US (3)
- HIST - 4410 Black Women in American History (3)
- HIST - 4500 Women in American History (3)

### Political and Social Organization (3 Hours)

Courses that emphasize the institutional structures that shape and define human societies.



- ANSO - 2100 Gender and Sexuality (3)
- ENGL - 4387 Exploding the Barriers: Studies in Race, Class, and Gender (3)
- GNSX - 3600 Politics Of Reproduction (3)
- SOC - 3700 Sociology of Sports (3)

## Culture and Representation (3 Hours)

Courses that examine symbol usage and cultural practices.

- ANSO - 4300 Food, Culture, and Society (3)
- ART - 3105 Gender and Sexuality in Art (3)
- ART - 4100 Images of Gender (3)
- ART - 4518 Women Artists (3)
- COMS - 4350 Gender Communication (3)
- COMS - 4750 Critical Gender and Sexualities (3)
- ENGL - 4525 Women Writers (3)
- MCOM - 4560 Women in the Media (3)

## Mind and Body (3 Hours)

Courses that explore the social world from the level of the individual.

- COMS - 4720 Communication and Identity (3)
- GNSX - 4869 Sex, Drugs, Rock, and Recovery (3)
- HLSC - 4101 HIV: The Epidemic: Issues for Healthcare Providers, Educators, Employers, and Consumers (3)
- PSYC - 3465 Psychology of Spiritual Development (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)

## Gender and Sexuality Electives (12 Hours)

*Students must take 12 hours of upper division elective courses in Gender and Sexuality Studies. Students may select classes from the above list of courses, or related special topics courses approved by their advisor. Students are also encouraged to seek out internship ( GNSX - 4800 Internship in Gender and Sexuality Studies (1-3)) or independent study ( GNSX - 4700 Independent Study (1-3)) opportunities.*

With the advisor's approval, relevant Special Topics offerings may be used to meet program requirements.

## Electives (41 Hours)

Students are strongly encouraged to earn a minor in a related area based on their career goals.

## Total Minimum of 120 Hours

## **History, B.A.**

The College of Arts and Sciences Bachelor of Arts in History provides students with a rich and thorough education in United States and global history, assists in developing their academic and professional skills, and provides opportunities to participate in

responsible citizenship and democratic engagement. The program emphasizes the development of skills that are essential for success in the workplace and the students' chosen careers. The curriculum is designed to help students build their skills in critical thinking, oral and written communication, and research and information retrieval. Students graduating from the program will have developed the ability to think clearly and critically and to assess and analyze complex issues and arguments - skills that can be applied to many different occupations, including government work, non-profit work, public policy work, and work in cultural and social service organizations. Some history majors later obtain teacher certification; others pursue graduate studies in the field and become historians.

All students complete the two-semester United States history survey, the two-semester world history survey, a course in public history and civic engagement, and a two-semester capstone, which can include an internship or thesis. In addition, students will complete a track specialization in American studies or global studies, comprising a minimum of twelve credits.

Students who successfully complete a two-semester western civilization survey at another institution may have the requirement of the two-semester world history survey waived.

## Degree Requirements

### General Education Requirements (37 Hours)

See Bachelor's Degree Requirements for general education requirements.

### Core Courses (24 Hours)

- HIST - 1110 History of the United States to 1865 (3)
- HIST - 1120 History of the United States since 1865 (3)
- HIST - 2700 World History to 1500 (3)
- HIST - 2710 World History Since 1500 (3)
- HIST - 3099 Junior Seminar: Public History and Civic Engagement (3)
- HIST - 3900 Historical Methods (3)
- HIST - 4910 Senior Capstone I (3)
- HIST - 4920 Senior Capstone II (3)

### Selectives (12 Hours)

Students will follow either the American History track *or* the Global History track. These selectives will consist of a minimum of 12 credit-hours.

#### Track One: American History

Choose courses from the following list, for a minimum of 12 credit-hours:

- HIST - 3100 U.S. Economic History (3)
- HIST - 3101 Key Issues in State and Federal Constitutional Government (3)
- HIST - 4001 Topics in History (3)
- HIST - 4002 Topics in American History (3)
- HIST - 4100 Beyond the Dream: Current Black Social Issues (3)
- HIST - 4110 The History of Illinois and Its Constitution (3)
- HIST - 4150 Modern U.S. History: 1900-1945 (3)
- HIST - 4160 Modern U.S. History, 1945-Present (3)

- HIST - 4200 American Urban History (3)
- HIST - 4400 Black Experience in the U.S. (3)
- HIST - 4410 Black Women in American History (3)
- HIST - 4440 History of Civil Rights (3)
- HIST - 4450 African Slavery in America (3)
- HIST - 4500 Women in American History (3)
- HIST - 4700 Independent Study in American History (1-4)
- HIST - 4800 Internship in American History (1-4)

## Track Two: Global History

Choose courses from the following list, for a minimum of 12 credit-hours:

- HIST - 3111 World Environmental History (3)
- HIST - 4001 Topics in History (3)
- HIST - 4003 Topics in Global History (3)
- HIST - 4115 Modern African History (3)
- HIST - 4300 Modern Middle Eastern History (3)
- HIST - 4330 Ancient Chinese History (3)
- HIST - 4340 Modern Chinese History (3)
- HIST - 4420 Caribbean History (3)
- HIST - 4460 Latin America to Independence (3)
- HIST - 4470 Latin America from Independence (3)
- HIST - 4480 Pre-Colonial African History (3)
- HIST - 4510 Women in World History (3)
- HIST - 4650 Modern European History (3)
- HIST - 4670 Russia in the 20th Century (3)
- HIST - 4701 Independent Study in Global History (1-4)
- HIST - 4801 Internship in Global History (1-4)

## Electives (47 Hours)

## Total Credits to Degree 120 Hours

- Total Required Credits within the Major: 36 credit hours
- General Education Requirement: 37 credit hours
- Electives: 47 credit hours

## **Interdisciplinary Studies, B.A.**

The Interdisciplinary Studies Program (IDSS) in the College of Arts and Sciences offers adult learners a flexible program for degree completion. The program accepts credit from a variety of sources to help adult learners complete their degree in a timely fashion while conforming to university standards for general education and residency.

Non-traditional learners come to the program with a variety of life experiences that need to be meaningfully blended into an academic program. The program's intention is to assist in creating a personally satisfying future while providing the academic rigor that is expected of a college graduate. The Interdisciplinary studies program accepts credit from a variety of sources in order

to allow degree completion in a timely fashion while conforming to university standards as a regionally-accredited Bachelor of Arts degree program.

The B.A. in Interdisciplinary Studies is a learner-centered degree program that allows students maximum flexibility to select and tailor courses to their individual career goals. Students may select a broad, interdisciplinary set of courses for a well-rounded education. Students can earn a minor in the disciplines of the GSU colleges. (Students who want a bachelor's degree in a specific field of study should apply directly to the appropriate GSU college rather than through this program). Students may concentrate their course work in one college, perhaps to obtain the qualifications to enroll in a master's degree program. Individualized study plans are one of the hallmarks of the program, which makes it ideal for adult learners. Students work with the IDSS advisors to develop the student study plan based on their previous coursework, non-traditional course work, and career goals. This degree is built upon the need to achieve degree completion in a timely manner. It is designed to assist in integrating life experience and academic credit into a plan of action for creating a degree that is unique for each learner.

## **Alternative Options for Credit**

The IDSS accepts credit for learning other than what comes from college course work. Military experience can be counted towards credit. Students can take competency exams such as CLEP (College Level Examination Program) or may have had training at an organization offering ACE (American Council on Education) credit. Demonstration of college level learning from life experience is encouraged through the completion of a Prior Learning Portfolio for college credit. Such portfolios are assessed for college credit by faculty evaluators.

## **Admission Requirements**

The Interdisciplinary Studies Program requires that students have 24 hours of college credit from a regionally accredited college or university and be in good academic standing. Students who have earned their first bachelor's degree from a regionally accredited institution are not eligible for admission to this program.

Official transcripts for military experience, proficiency test results, and ACE (American Council on Education) certified training credits should be sent directly to the Interdisciplinary Studies Program. Contact the program advisors at 708.534.4092 or [ids@govst.edu](mailto:ids@govst.edu) for more information about the program.

## **Degree Requirements**

Students must meet all university requirements for a bachelor's degree. A minimum of 40 hours must be taken at the upper-division level; up to 80 credit hours in lower division courses can be transferred to GSU. The residency requirement for the university requires a minimum of 24 hours be taken as courses offered by GSU.

## **General Education Requirements (37 Hours)**

See Bachelor's Degree Requirements for general education requirements. While these are usually taken at the lower-division level, they can also be completed at the upper-division level.

## **Required Courses (12 Hours)**

The following courses must be completed with a "C" or better:

- IDSS - 3100 Perspectives Interdisciplinary Studies (3)
- IDSS - 4900 Interdisciplinary Studies Appraisal (3)
- Interdisciplinary Requirement (6)  
(Students must take upper division courses in at least two different disciplines.)

## Electives (71)

Students may not exceed a maximum of 80 hours of lower-division credit between General Education Requirements and Electives. Students must complete a minimum of 28 hours of upper-division hours, if the General Education Requirements are complete through course work taken at the lower-division level.

Total - 120 Hours

## **Media Studies, B.A.**

The College of Arts and Sciences B.A. in Media Studies is designed to prepare students to plan, manage, and produce media in a global, multicultural environment and will include instruction in television and trans-media production, studio and independent field production, social media and emerging media cultures, regional media industry including public media, global and non-western media systems, all informed by substantive study in the liberal arts. The Media Studies curriculum is complemented by related course offerings in communication, and by course options in art, history, anthropology, political science, computer science and intercultural studies. Students gain hands-on experience in state-of-the-art studios, work with professional production equipment, emerging technologies, and industry-standard software. On campus student broadcasting opportunities include *This Week At GSU*, and Sports Broadcasting.

Media Studies is an interdisciplinary field rooted in the study of the mass media and communication, drawing on the traditions, theories, and methods of the humanities and social sciences. Media Studies at GSU presents students with an integrated approach to the study of media histories, forms, technologies, and production to understand the contemporary state of media practices. This is achieved through the critical study of the media; a rigorous examination of media histories, forms, theories and technologies; and an analysis of the influence of creative producers, production practices, local to international systems, information flow, and networked users in a global context. A required internship in the media or related industries ensures that students in the MST program professionalize and gain experience to better meet the competitive demands of their chosen career field.

## Degree Requirements

### General Education Requirements (37 Hours)

See Bachelor's Degree Requirements for general education requirements.

### Foundation (9 Hours)

- MST - 2100 Introduction to Media Production (3)
- MST - 2101 Introduction to Media Studies (3)
- MST - 3099 Global Media Literacy (3)

### Core Courses (26-30 Hours)

- COMS - 3160 Advanced Public Speaking (3)
- COMS - 4110 Communication Research (3)
- COMS - 4850 Communication Ethics (3)
- MST - 2102 Digital Video Writing (3)
- MST - 4800 Internship (2-6)
- MST - 4991 Senior Seminar (3)

### And Choose One (Discipline Focused Comparative Studies)

- MST - 2110 Media Forms (3)
- MST - 2120 Media Theory (3)
- MST - 2130 Media Culture and Innovation (3)
- MST - 3750 Media Storytelling (3)

### And Choose One (Interdisciplinary Method/Approach)

- ANTH - 3800 Visual Anthropology (3)
- ART - 4565 3D Modeling (3)
- MST - 3104 Playing Games (3)
- MST - 3214 Chicagoland Media (3)
- MST - 3740 Media Production Techniques: Field and Studio (4)

### And (Advanced Writing)

- MST - 4130 Writing for Multimedia (3)

### Concentrations (15-25 Hours)

#### a. Media Industry and Production

CHOOSE FIVE Courses (Additional courses from *MST*, *MCOM*, *ART*, *CPSC* may be chosen with advisor approval.)

- MST - 3213 Future TV (3)
- MST - 3223 Virtual People, Gaming Practices (3)
- MST - 3740 Media Production Techniques: Field and Studio (4)
- MST - 4100 Producing Across Platforms (3)
- MST - 4574 Directing for Screen and Stage (3)
- MST - 4990 Social Laboratory (3)
- MCOM - 4560 Women in the Media (3)
- MCOM - 4720 Audio Production (4)
- MCOM - 4725 Advanced Design and Production (3)
- MCOM - 4734 Video Production Editing (3)
- MCOM - 4746 Advanced Video Editing (3)
- MCOM - 4750 Advanced Media Production, Post (4)
- ART - 4566 3D Animation (3)
- ART - 4667 3D Rendering (3)
- ANTH - 4600 Anthropology In Film (3)

#### b. Social Networking and Participatory Culture

CHOOSE FIVE Courses (Additional courses from *MST*, *MCOM*, *ART*, or *CPSC* may be chosen with advisor approval.)

- ANTH - 4600 Anthropology In Film (3)
- ART - 4566 3D Animation (3)

- ART - 4667 3D Rendering (3)
- MST - 3104 Playing Games (3)
- MST - 3212 Social Media (3)
- MST - 3213 Future TV (3)
- MST - 3221 Social Design and Crowd Sourcing (3)
- MST - 3223 Virtual People, Gaming Practices (3)
- MST - 4050 Media Studies Workshop (1)
- MST - 4070 Topics in Media Studies (3)
- MST - 4220 Global Social Media and Change (3)
- MST - 4700 Independent Study (1-3)
- MST - 4745 Public Media (3)
- MST - 4800 Internship (2-6)
- MST - 4990 Social Laboratory (3)
- MCOM - 4560 Women in the Media (3)

### c. Global Media and Information Flow

- JAPN - 3350 Japanese Language and Culture I (3)
- MST - 3412 International Media Flow (3)
- MST - 4420 Western Media Systems (3)
- MST - 4440 Media Globalization (3)
- MST - 4800 Internship (2-6)

And choose one non-western media system:

- MST - 4434 Asian Media Systems (3)
- MST - 4431 Latin America Media Systems (3)
- MST - 4433 Bollywood Media (3)

And choose two:

- HIST - 4340 Modern Chinese History (3)
- HIST - 4650 Modern European History (3)
- MST - 4745 Public Media (3)
- MST - 4220 Global Social Media and Change (3)
- MST - 3213 Future TV (3)
- MST - 4100 Producing Across Platforms (3)

### Media Studies Electives (6 hours)

*Select six hours of media studies courses with advisor approval.*

### Electives (19 - 29 Hours)

### Total Minimum of 120 Hours

## **Political Science, B.A.**

Students who major in Political Science at the undergraduate level through the College of Arts and Sciences, will begin with the study of a rich array of courses that cover the four major sub-fields of the discipline. This includes courses in: American Politics and Policy, Comparative Political Analysis, International and Global Politics, and Social Justice and Civil Engagement. Building on this foundation, students will take elective courses that both deepen their understanding of these fields and allow them to apply what they have learned to the real world in terms of analysis and activism (advocacy, and civic engagement). Emphasis is given to the common interdisciplinary pursuit of critical thinking as it applies to social problem solving. Beyond the core, students will select 21 hours of electives which will deepen their understanding and expertise of the program's four fields: American Politics and Policy, Comparative Political Analysis, International and Global Politics, and Social Justice and Civil Engagement. This will allow them to tailor the program to meet their educational and career goals and be more competitive in the job-market. Depending on their career goals and objectives, graduates of the program will also have the theoretical understanding for graduate work in the social science disciplines and the practical skills that are highly in demand in government, public service, education, political advocacy, and the private sector.

### **Degree Requirements**

Students must meet all university requirements for a bachelor's degree.

### **General Education Requirement (37-41 Hours)**

See Bachelor's Degree Requirements for general education requirements.

### **Required Courses (21 Hours)**

- POLS - 2100 American National Government (3) \*
- POLS - 2101 Principles of Political Science (3) \*
- POLS - 2950 Transformation of Global System (3)
- POLS - 3150 Comparative Political Analysis (3) \*
- POLS - 4600 Political Theory (3)
- POLS - 4990 Political Struggle: Empowerment and Change (3)
- SOSOC - 4500 Research Methods in the Social Sciences (3)

### **NOTE:**

Courses with an \* may be substituted with a lower-division course.

### **Selectives (18 Hours)**

Students, with the assistance of their advisor, will select an additional 18 hours of courses relevant to the four major sub-fields of the program, i.e. American Politics and Policy, Comparative Political Analysis, International and Global Politics, Social Justice and Civic Engagement. This may be done with the degree of generalization and specialization that best suits the student's personal and professional goals. It is also recommended that students who want to enrich their undergraduate education consider registering with the University Honors Program.

The following courses are suggestive of what may be used:

#### **A. American Politics and Policy**



- ANTH - 4100 Urban Anthropology (3)
- HIST - 4100 Beyond the Dream: Current Black Social Issues (3)
- HIST - 4200 American Urban History (3)
- HIST - 4400 Black Experience in the U.S. (3)
- POLS - 2200 Local Governmental Systems (3)
- POLS - 4200 U.S. and Illinois Elections (3)
- POLS - 4300 The Chicago Political Tradition (1)
- POLS - 4400 Constitutional Law (3)
- POLS - 4500 Political Communication (3)
- POLS - 4110 Black Politics in America (3)
- POLS - 4460 Urban Politics (3)
- SOC - 3300 Principles of Urban Studies (3)
- SOC - 4250 Community Organization (3)
- SOSOC - 4510 The Measure of Knowledge: Quantitative Research Methods (3)

## B. Comparative Political Analysis

- HIST - 4115 Modern African History (3)
- HIST - 4340 Modern Chinese History (3)
- HIST - 4420 Caribbean History (3)
- HIST - 4470 Latin America from Independence (3)
- HIST - 4650 Modern European History (3)
- HIST - 4670 Russia in the 20th Century (3)
- ICS - 4620 African Politics (3)
- ICS - 4650 Latin America: Culture and Society (3)
- POLS - 4100 Hispanic Experience in the U.S. (3)
- POLS - 4330 Modern Middle Eastern History and Politics (3)
- POLS - 4340 Politics of Latin America (3)

## C. International and Global Politics

- GEOG - 4470 Human Geography (3)
- POLS - 3250 International Political Economy (3)
- POLS - 3600 International Organizations (3)
- POLS - 4375 Conflict Resolution (3)
- POLS - 4380 International Peace Initiative (3)

## D. Social Justice and Civic Engagement

- PHIL - 4402 Advanced Ethics: Theory and Practice (3)
- POLS - 3900 Seminar in Civic Engagement (3)
- POLS - 4090 Topics in Political Science (3)
- POLS - 4625 Contemporary Political Thought (3)
- POLS - 4650 Empowering Community: from Self to Service (3)
- POLS - 4700 Independent Study (1-4)
- POLS - 4800 Internship (1-4)
- SOSOC - 4575 Women and Social Action (3)

Electives (44 Hours)

Total - 120 Hours

## **Theatre and Performance Studies, B.A.**

The College of Arts and Sciences undergraduate program in Theatre and Performance Studies (TAPS) provides students with an innovative and engaged approach to performance. Bridging theory with practice, the verbal with the visual, the major situates performance -from theatrical presentations proper, to acts of everyday life -as a transformative agent of social, cultural, political, and personal change. Committed to the art of storytelling, TAPS considers performing the stories of others as well as the self-imperative for initiating and sustaining a dialogue of shared human experience across identities, diversities, and desires. Through courses that target performance technique, application, design, history, analysis, theory, and criticism, the program seeks to create well-rounded students, cultivating creative, critical, collaborative, and compassionate voices that move toward fulfilling careers and meaningful lives.

Integrating the interdisciplinary traditions of Theatre and Performance Studies, a TAPS degree prepares students to make connections between performance and the human condition. Beyond classroom performance experience, students are asked to participate in main stage productions throughout their program of study, providing continued opportunities to enhance their skills in artistic creation and process, critical thinking, problem solving, leadership, self-discipline, teamwork, and public presentation. Furthermore, students are encouraged to gain professional experience by participating in internship opportunities throughout the Chicagoland area. Ultimately, TAPS prepares students -as artists, citizens, and scholars- for work in all aspects of theatre, whether onstage, backstage, or in arts administration; for employment in civic engagement, activism, nonprofit organizations, public relations, among others; as well as for graduate study.

## **Degree Requirements**

Students must meet all university requirements for a bachelor's degree. In addition, students must earn a grade of "C" or better in all required Theatre and Performance Studies courses. Students not receiving a "C" or higher are only allowed to repeat the course once. In addition, students must submit transfer courses to the advisor for approval by the first week of the semester of intended graduation.

Some required and selective courses are offered only once per academic year. Students are strongly advised to register well in advance of the start of courses, and to consult closely with their academic advisors upon entering and while in the program to ensure individual study plans are aligned with the university schedule.

## **General Education Requirement (37 Credit Hours)**

See Bachelor's Degree Requirements for general education requirements.

## **Core Courses (28 Credit Hours)**

- TAPS - 1100 Theatre Appreciation (3) \*
- TAPS - 2100 The Storytelling Tradition (3)
- TAPS - 2210 Introduction to Acting (3) \*
- TAPS - 2400 Stagecraft (3) \*
- TAPS - 3099 Critical Perspectives in Theatre and Performance Studies (3)
- TAPS - 3800 Practicum (1)
- TAPS - 4900 Capstone in Theatre and Performance Studies (3)

Select one of the following:

- TAPS - 3250 Performing Culture and Identity (3)
- TAPS - 4250 Performance and Social Change (3)

Select one of the following:

- TAPS - 3600 Classical History of Theatre (3)
- TAPS - 3650 Contemporary History of Theatre (3)

## Specializations (12 Credit Hours)

Select one of the following three specializations:

### Theory and Practice

Select four of the following courses (at least one 4000 level):

- TAPS - 2200 Voice and Movement (3)
- TAPS - 2252 Performance of Literature (3) \*
- TAPS - 3210 Advanced Acting (3)
- TAPS - 3220 Directing (3)
- TAPS - 4200 Writing as Performance (3)
- TAPS - 4260 Performance Art (3)
- TAPS - 4390 Seminar in Theory and Practice (3)

### Technical Production

Select four of the following courses (at least one 4000 level):

- TAPS - 2520 Makeup Design (3)
- TAPS - 2550 Sound Design (3)
- TAPS - 3410 Scene Design (3)
- TAPS - 3510 Costume Design (3)
- TAPS - 3540 Lighting Design (3)
- TAPS - 4320 Stage Management (3)
- TAPS - 4590 Seminar in Technical Production (3)

### History and Criticism

Required:

- TAPS - 3600 Classical History of Theatre (3)
  - TAPS - 3650 Contemporary History of Theatre (3)
- Select three of the following courses (at least one 4000-level):
- TAPS - 2700 Performance Text Analysis (3) \*
  - TAPS - 2780 History of the American Musical Theatre (3)
  - TAPS - 3700 Dramaturgy (6)

- TAPS - 4750 Chicagoland Theatre (3)
- TAPS - 4790 Seminar in History and Dramaturgy (3)

### Advanced Selectives (9 Credit Hours)

Select three courses at or above the 3000-level.

### Electives (34 Credit Hours)

In addition to the core and specialization credits required, students must take an additional 34 hours of elective credits, which may be used toward a second major or a minor. Students in this major are encouraged to complete a minor that complements their degree and career objectives.

### Total Credit Hours - 120

\* An asterisk denotes courses that can be completed through the Illinois Articulation Initiative (IAI) or transfer credit.

# Bachelor of Fine Arts

## Art, B.F.A.

The College of Arts and Sciences offers an undergraduate major in Fine Arts that offers an inter-disciplinary global approach that reflects contemporary art practices.

Courses in ceramics, drawing, digital imaging, graphic design, film, painting, photography, printmaking, and sculpture enable students to become mature artists in command of diverse materials and capable of expressing an individual view. Capacity for heightened perception and imagination is combined with an awareness of visual elements, principles of design, artistic statement, and criticism.

Classes in art history not only examine works of art through form, style and content but also through the cultural, social and political context that informed their making. Topics include those from Western and Non-Western societies ranging from antiquity through contemporary.

Individualized instruction and advisement are offered by dedicated faculty who view themselves not only as teachers, but as practicing artists and publishing scholars. The major prepares students to pursue careers as professional artists, provides transferable skills valued by employers and furthers an engaged citizenry.

Before graduating, each student will produce and document a final B.F.A. thesis exhibition or presentation.

## Special Admissions Requirements

All students are admitted conditionally. The art faculty members monitor and evaluate student progress continuously. All art students will have a mandatory portfolio evaluation after 1 year of enrollment. The portfolio evaluation will include a review of the student's art work by the faculty of the program. The portfolio evaluation will include a review of the student's creative work by the faculty of the program. The portfolio should include work that best demonstrates artistic development and potential to succeed in the art program. Contact the Undergraduate Art Academic Advisor or an Art Faculty Member for details about process and formatting for the portfolio review.

## Degree Requirements

Students must meet all university and program requirements for a bachelor's degree.

## General Education Requirements (37 Hours)

### Art Foundation (15 Hours)

For All Students:

- ART - 1210 Two-Dimensional Design (3)
- ART - 1211 Three-Dimensional Design (3)

For Studio Arts:

- ART - 1110 Survey of Art History I (3)
- ART - 1111 Survey of Art History II (3)
- ART - 1300 Introduction to Drawing (3)

For Film Arts:

- IFDI - 1101 Film Appreciation (3)
- IFDI - 2908 Film History (3)

- FILM - 2909 Film History II: American Independent Film (3)

## Core Art Requirements: (36 Hours)

### Required (9 Hours)

For All Students:

- ART - 3099 Art Seminar: Concepts and Practice (3)

For Studio Arts:

- ART - 2304 Intermediate Drawing (3)
- ART - 3104 Modern to Contemporary Art History (3)

For Film:

- IFDI - 1910 Film And Literature (3)
- IFDI - 4040 Film Seminar: (3)

## Application Courses (18 Hours)

### Studio Arts

*Select six of the following courses:*

- ART - 2200 Introduction to Painting (3)
- ART - 2330 Sketchbook and Field Study Drawing
- ART - 2400 Introduction to Digital Photography (3)
- ART - 2401 Introduction to Traditional Photography (3)
- ART - 2450 Introduction to Graphic Design (3)
- ART - 2500 Introduction to Sculpture (3)
- ART - 2600 Introduction to Glass: Stained Glass (3)
- ART - 2700 Introduction to Ceramics: Handbuilding (3)
- ART - 2701 Introduction to Ceramics: Wheel Throwing (3)
- ART - 2800 Introduction to Printmaking (3)
- ART - 2811 Introduction to Screen Printing (3)
- ART-2900 Introduction to Film Production

### Film Arts

*Select six of the following courses:*

- ART - 1300 Introduction to Drawing (3)
- ART - 2400 Introduction to Digital Photography (3)
- ART - 2401 Introduction to Traditional Photography (3)
- ART - 2450 Introduction to Graphic Design (3)
- FILM - 2702 Digital Film Production I (3)
- FILM - 2703 Digital Film Production II (3)
- FILM - 2731 Screenwriting (3)
- FILM - 3734 Video Editing (3)

## Art History (9 Hours)

*Select three of the following courses (may substitute a 4XXX level course for one of the following):*

- ART - 3101 Survey of Non-Western Art (3)
- ART - 3102 Worlds of Art (3)
- ART - 3103 Women in Art (3)
- ART - 3104 Modern to Contemporary Art History (3)
- ART - 3105 Gender and Sexuality in Art (3)
- ART - 3106 Sculpture Parks and Public Art (3)
- ART - 3107 Survey of Asian Art (3)
- ART - 3307 Art Images of Social Justice Movements (3)
- ART - 3314 American Art: Diverse Views (3)
- IFDI - 2908 Film History (3)

## Junior Requirements (18 Hours)

*For Studio Art - Selectives must be taken at the 3XXX level or above.*

*For Film Art - Selectives must be taken at the 3XXX level or above in FILM, IFDI, ART, or MCOM.*

## Senior Requirements: (13 Hours)

*ART - 4980 Senior Project (3) (co-register for 1 credit per 3 faculty members).*

*ART - 4981 Senior Project Workshop (1)*

*For Studio Arts - Select 9 hours of Studio Art Selectives at the 4XXX level;*

*For Film Arts - Select 9 hours of courses at the 4XXX level in FILM, IFDI, ART, or MCOM.*

- Independent Studies must be selected through consultation with the program advisor and they must be a different topic if used multiple times to meet degree requirements;
- Students wishing to emphasize in a Studio/Art History hybrid may substitute 3XXX and 4XXX Studio Requirements with 3XXX and 4XXX Art History courses, with advisor approval;
- Art courses up to 75 hours may be transferred based on portfolio review only;
- A second portfolio review must be performed successfully before enrollment in the Art Program capstone course ART - 4980 Senior Project (3).

## Electives (1 Hour)

Total - 120 Hours

# Master of Arts

## Communication, Media, and Performance M.A.

The graduate major in Communication, Media, and Performance, offered through the College of Arts and Sciences, provides an in-depth study leading to specialized knowledge and skills. Students have the opportunity to receive a broad theoretical framework across these fields as well as the specific skills needed in the professional world.

In our high-speed world, information is currency and the ability to communicate effectively is a requirement if you want to make an impact in business, government, media, the arts, and other vital fields. To this end, students in Communication, Media, and Performance study the use of symbols to convey meaning across mediated and embodied contexts. Students explore multiple aspects of human interaction in both private and public realms. They develop skills in crafting their own messages to suit diverse audiences and contexts and to achieve a variety of communicative goals, while also critically analyzing the messages of others. Engaging in ethical communication practices and adapting to diverse cultural contexts empowers students to promote human rights and dignity as global citizens. Through this integrated approach to communication, media, and performance, the major prepares students to succeed as working professionals and/or for further graduate study in the discipline.

Beyond taking the common required courses, students adapt the major to their community and individual needs and backgrounds by pursuing choices among the Seminar (CMP-7000) and Advanced Seminar (CMP-8000) offerings and choosing appropriate elective courses (see program website for upcoming topics in course offerings). Students plan their specific programs in consultation with their advisors. Graduates of the program are in career areas such as advertising, cable TV, college teaching, consulting, customer service, human resource development, journalism, media management, media writing, non-profit, public affairs, public relations, theatre performance and production, TV production/direction, and training.

## Recommended Preparation

An undergraduate major in one of the following fields is recommended: communication, media studies, theatre, advertising and public relations, English, psychology, sociology, criminal justice, linguistics, business, education, or liberal arts. In addition, students are expected to have demonstrable competence in written, verbal, and visual forms of communication.

## Special Admission Requirements

In addition to meeting the university admissions requirements, applicants must:

1. Have earned a GPA of 3.0 or higher in the last 60 hours of undergraduate course work. Applicants who do not meet the GPA requirements or who have graduated from non-grade baccalaureate programs may be conditionally admitted, and a GPA of 3.0 must be maintained for the first nine credit hours of work completed. If a 3.0 GPA is not maintained, the student must petition the Communication, Media, and Performance program for continued enrollment.
2. Submit a Cover Letter. In no more than two pages, students should discuss their reasons for enrolling in a communication, media and performance program, what they intend to study, faculty members they hope to study with, and how they see pursuing the degree as beneficial to their personal and/or professional life.
3. Provide an academic writing sample. In most cases, this will be a paper from an upper division undergraduate course in a related discipline.

Admission to the program happens twice a year. Applications for the program should be completed by **August 1** for the fall term, or by **December 1** for the spring term.

## Admission to Candidacy



After enrollment as a degree-seeking student, a student also must earn candidacy prior to embarking on the Capstone requirement. Assessment of candidacy status is conducted annually in May. To qualify for degree candidacy, a student must complete 12 hours of course work in the program with a GPA of 3.0 or higher, including earning a B or higher in CMP-6100.

More detailed candidacy information is available through the student's advisor or the division office.

## Capstone Requirement: Internship, Thesis, or Project Options

As part of this degree program, students select between an exam, project or thesis option to fulfill their capstone requirement, depending on personal and professional goals. Before enrolling in any capstone option, students must be admitted to candidacy (see above), seek willingness from three faculty members to serve on their graduate committee, and receive committee approval on their capstone proposal. More detailed capstone information is available through the student's advisor or the division office.

In the comprehensive exam option (CMP-8950), students prepare by developing a comprehensive reading list based on completed coursework with the advice of their committee. The comprehensive exam then covers theory, method, and application of scholarship.

The applied project option (CMP-8980) is most appropriate for graduate students who plan to conclude their academic studies with the Master's degree. Applied projects are endeavors applying academic research and/or creative activity to address a problem in the world.

In the thesis option (CMP-8990), students develop a thesis proposal, carry out a formal research study under the supervision of the graduate committee, and prepare a final manuscript. The thesis option is strongly encouraged for students who have focused research interests or who intend to pursue doctoral studies.

## Degree Requirements

Students must meet all university requirements for a master's degree and complete required courses with a grade of "B" or higher in each course and maintain an average GPA of 3.0. A second attempt in any required course requires advisor approval.

The M.A. in Communication, Media, and Performance requires a common core of courses. The core concentrates on the essential connections between the disciplines; awareness of the common aspects in research; and, finally, the application to various media and technology.

Some required and selective courses are offered only once per academic year. Students are strongly advised to register well in advance of the commencement of courses, and to consult closely with their assigned advisors upon entering the program to ensure individual study plans are aligned with the university schedule.

Students must enroll in CMP-6100 Disciplinary Survey of Communication, Media, and Performance during their first semester.

## Required Courses - Thesis/Project Option (27 Hours)

- CMP - 6100 Disciplinary Survey of Communication, Media, and Performance (3)
- CMP - 6200 Quantitative Research Methods in CMP (3)
- CMP - 6300 Qualitative Research Methods in CMP (3)
- CMP - 7000 Seminar in Communication, Media, or Performance: ... (3) Take twice for total of 6 hours
- CMP - 8000 Advanced Seminar in Communication, Media, and Performance: ... (3) Take twice for total of 6 hours
- CMP - 8980 Graduate Capstone Project... (3 - 6) Must take for total of 6 hours
- OR
- CMP - 8990 Graduate Capstone Thesis (3 - 6) Must take for total of 6 hours

## Required Courses - Comprehensive Exam Option (28 Hours)

- CMP - 6100 Disciplinary Survey of Communication, Media, and Performance (3)
- CMP - 6200 Quantitative Research Methods in CMP (3)
- CMP - 6300 Qualitative Research Methods in CMP (3)
- CMP - 7000 Seminar in Communication, Media, or Performance: ... (3) Take three times for a total of 9 hours
- CMP - 8000 Advanced Seminar in Communication, Media, and Performance: ... (3) Take three times for total of 9 hours
- CMP - 8950 Comprehensive Exam in Communication, Media, and Performance (1) Cannot be attempted until final semester

## Electives (9 Hours)

*In consultation with the advisor, select 9 hours of graduate credit hours (6000 level or above) appropriate to the student's career interest(s) from within a contributing discipline (CMP, COMS, MST, TAPS, IFDI).*

Total - 36-37 Hours

Total for Thesis/Project option = 36 hours

Total for Comprehensive Exam option = 37 hours

## **Criminal Justice, M.A.**

The Criminal Justice MA program in the College of Arts and Sciences at Governors State University provides individuals working in justice-related areas (or interested in doing so) with the skills, knowledge, and abilities to work effectively in their respective organizations and positions, and to effectively develop, implement, and evaluate system and organization change and reform initiatives. The Criminal Justice MA program also provides graduate students with a broad perspective on the criminal and juvenile justice systems, and prepares them for further graduate studies. The curriculum includes a series of classes, seminars, and workshops that impart specific skills in the areas of research, evaluation, data analysis, comparative analysis, and organizational leadership. Persons completing their master's degree in Criminal Justice at Governors State University will be equipped to attain advancement in the criminal and juvenile justice fields, participate skillfully and effectively in planned change at the organization and system levels, work more effectively in their respective positions, and pursue further graduate studies.

## **Admissions Requirements and Recommended Preparation**

In addition to the university admissions requirements, students applying to the Criminal Justice MA program must:

- have a cumulative undergraduate grade point average of 2.75 (out of a possible 4.0) calculated from the last 60 credit hours earned in the undergraduate degree;
- submit a letter of application explaining a statement of personal interest in pursuing a master's degree in criminal justice;
- submit three professional or academic letters of reference; and
- Completed applications must be submitted by May 15 for a fall, September 15 for spring, and January 15 for summer session admission.

Students seeking admission to the GSU Criminal Justice MA Program with a GPA lower than 2.75 may petition to the graduate program admissions committee for admission.

As criminal justice is an interdisciplinary field of study, students may apply for the MA in Criminal Justice at Governors State University with a baccalaureate degree in any field from an accredited university. We recommend undergraduate courses in the following areas: criminal or juvenile justice, general social science or criminal justice research methods, introductory statistical analysis, survey courses in the criminal justice system, juvenile justice, policing, court and judicial systems, race and gender studies, policy issues, and policy analysis. Strongly recommended undergraduate courses include: theories of deviance and criminal or delinquent behavior, international criminal justice systems, restorative justice, community-based justice, research methods, criminology, the criminal justice system, and constitutional issues pertaining to the justice system. The Criminal Justice MA program will admit students conditionally if they do not meet the undergraduate prerequisites for the graduate core courses, pending successful completion of 12 Criminal Justice MA program credits.

## **Transfer Credits**

Providing that university policies regarding transfer of graduate credits are met, transfer credit will only be allowed for courses taken in graduate criminal justice or related graduate programs at accredited institutions. A limit of nine hours of transferable credits can be awarded for the Criminal Justice master's degree program.

## **Statement of Expectations**

The Criminal Justice MA seeks to develop students who are well prepared to work effectively and ethically in diverse professional settings. In order to fulfill this responsibility, program faculty must evaluate students based on their academic, professional, and personal/behavioral qualities. A student's progress in the program may be interrupted for failure to comply with academic standards, or if a student's interpersonal or emotional behavior interferes and/or demonstrates an inability to work humanely, effectively, and ethically in a variety of work settings, including one-on-one and group interactions. For example, in order to demonstrate sound behavioral qualities, a criminal justice graduate student must abide by relevant ethical codes, demonstrate professional and technical knowledge, and demonstrate positive, pro-social interpersonal skills, professional attitudes, and professional character. Criminal Justice program faculty evaluate these factors based on a student's academic performance and ability to convey warmth, respect, honesty, and empathy in interactions with the public, classmates, staff, and faculty. Student should demonstrate the ability to accept and integrate critical feedback, be aware of their impact on others, accept personal responsibility, and be able to express feelings effectively and appropriately.

## **Remediation Plan**

Those students who do not continuously meet professional ethics and academic honesty standards, academic requirements and/or variables outlined in the statement of expectations may be required to have a remediation plan. In order to graduate, such a student must complete the remediation plan in a timely manner. Failure to successfully complete a remediation plan may result in suspension or expulsion from the MA Criminal Justice program.

## **Admission to Candidacy**

Criminal Justice MA students must apply for candidacy upon completion of 18 credit hours (9 of these credit hours must be in the required courses). Students applying for candidacy to graduate with the MA in Criminal Justice must meet the following requirements:

1. Complete a minimum of 9 hours in the required courses, except for the thesis, directed readings, or problem-solving practicum, with a grade of "B" or better in each course;
2. Complete a minimum of 9 hours of elective course work with a grade average of "B" or better;
3. Successfully demonstrate the skills and abilities outlined under "Statement of Expectations" above (students working on a remediation plan will not be admitted to candidacy); and
4. Establish a Graduate Committee. The Graduate Committee must include a project advisor (must be a member of the Criminal Justice Faculty) and two other graduate faculty members (one of which must be another Criminal Justice faculty member, a faculty member from a graduate program in a related discipline, or a faculty member from another

graduate program at Governors State University). A Graduate Committee may contain one outside member, who must be a tenured or tenure-track professor from a graduate program at an accredited university. Students apply for candidacy by completing a "Criminal Justice MA Program Application for Candidacy" form, including a list of the student's courses and grades to date, intended graduation project option (thesis, directed readings, or practicum), and a statement from the student's advisor regarding the student's prospects for completion within 4 years. The Criminal Justice MA Program Coordinator will review the application and indicate whether the student is admitted to candidacy, if additional coursework is required, or if the student will not be admitted to candidacy. Students denied admission to candidacy may appeal this decision to the College of Arts and Sciences Dean's Office.

## Graduation Requirement

Criminal Justice MA students must complete their approved graduate project (with a "Pass" grade) during the term they intend to graduate. They must demonstrate the expected behavioral qualities outlined under "Statement of Expectations" above, and they must not have an active remediation plan at the time of graduation. Students may opt for one of the three possible graduate projects:

1. Master's Thesis - a traditional master's thesis including thesis statement, theory and hypotheses, literature review, research design, data collection and analysis, findings, conclusions, limitations, and bibliography; or
2. Directed Readings - selection of two specific areas of interest (each completed in a separate 3-credit course), development of readings lists in each, a semester-long dialogue with the lead professor, and a 72-hour take-home examination based on the readings; students must complete two independent directed readings projects, with two different lead professors; or
3. Problem-Solving Practicum - the student selects an issue or problem in the community or workplace, organizes individuals and stakeholders, conducts a needs assessment, develops and implements solutions to the problem, measures the early outcomes of the problem-solving initiative, and prepares a practicum report explaining the development, implementation, and outcomes of the project.

In addition to the requirements for candidacy outlined above, Criminal Justice MA students must complete the following requirement in order to attain the Master's degree:

1. the remaining required courses, with a "B" or better;
2. the remaining elective courses such that the grade average for all elective courses is a "B" or better; and
3. their graduate project with a Pass ("P") grade, which is determined by a vote of the three-member graduate project committee.

## Curriculum

The Criminal Justice MA curriculum contains a core (required) sequence of classes comprising 16 credit hours covering a broad range of topics. This provides the leadership, analysis, and management foundation upon which students will build the remainder of their graduate studies. The curriculum provides for 15 elective credits, permitting students to specialize in particular areas of criminal or juvenile justice. Students complete the curriculum with a 6-credit graduation project - a two-course sequence involving a master's graduate research course and thesis, directed reading examinations in two subject areas, or a problem-solving practicum (implementation of a problem-solving initiative in the justice arena) covering two terms.

## Curriculum listing

Students must meet all university requirements for a master's degree.

## Required Courses (18 Hours)

- CJUS - 6020 Seminar in Criminal Justice Graduate Studies (3)
- CJUS - 7010 Criminal Justice Leadership: Theory and Practice (3)

- CJUS - 8100 Theories of Crime and Deviance (3)
- CJUS - 8200 Research Applications (3)
- CJUS - 8300 Administration of Criminal Justice (3)
- CJUS - 8400 The Justice System and the Community (3)

## Electives (12 Hours)

Students must also complete 12 hours of electives in any of the following areas. Students may also take courses in the different areas with program coordinators' approval.

### Understanding Crime and Deviance

- CJUS - 6130 Gangs, Guns, and Drugs (3)
- CJUS - 6150 Juvenile Delinquency (3)
- CJUS - 7110 Inductive Theory Building (3)
- CJUS - 7220 Theory And Crime Prevention (3)
- CJUS - 8170 Social Location and Prejudice in the Justice System (3)

### Policy and Crime

- CJUS - 7210 Evaluation Research and Policy Analysis (3)
- CJUS - 7230 Special Topics in Crime Policy (3)
- CJUS - 7430 Terrorism and the Justice System (3)
- CJUS - 8210 Justice System Reform and Change (3)
- CJUS - 8280 Independent Research (1-3)

### Administration, Planning, and System Change Management

- CJUS - 6510 Contemporary Issues in Criminal Law (3)
- CJUS - 7240 Crime Problem-Solving Strategies (3)
- CJUS - 8220 Community Restorative Justice (3)
- CJUS - 8370 Special Topics in Organization Management (3)
- CJUS - 8800 Justice System Internship (1-3)

### Digital Forensics and Computer Security

- CJUS - 5300 Digital Forensics (3)
- CJUS - 5540 Contemporary Issues in Digital Forensics (3)
- CPSC - 6580 Information Security (3)
- CPSC - 6584 Special Topics in Information Security (3)

### NOTE:

Additional courses from other disciplines may be substituted for the selective courses with approval of the Program Coordinator.

### Thesis/Directed Readings/Practicum (6 Hours)

*Select one of the following options:*

### A. Master's Thesis Option (6 Hours)

The Master's Thesis requires the student to develop an original research idea resulting in a research project entailing a description of the topic, issue, or problem, a literature review, development of a research hypothesis and questions, data collection and analysis, findings, conclusions, and limitations. The thesis must be approved by three faculty members, one of which is the thesis director. The students normally completes the thesis over two semesters; the first semester CJUS-8700 will complete a full proposal for the thesis, the second semester CJUS-8990 will complete the research project.

- CJUS - 8700 Graduate Research (3)
- CJUS - 8990 Graduate Thesis (3)

### B. Directed Readings Option (6 Hours)

The directed readings option requires the student to take two directed readings courses (each directed readings includes a 3-credit hour course). The first directed readings emphasizes content from the required core curriculum. The second directed reading emphasizes content from the elective curriculum.

- CJUS - 8891 Directed Readings for the Comprehensive Exam - Required Curriculum (3)
- CJUS - 8892 Direct Reading for Comprehensive Exam - Elective Curriculum (3)

### C. Problem-Solving Practicum (6 Hours)

Working with a committee of three faculty members (the practicum director must be a Criminal Justice faculty member, and one member may be from another faculty), the student selects an issue or problem in the community or workplace, develops a plan to resolve or reduce the problem, and prepares a practicum report explaining the development, implementation, and outcomes of the project.

- CJUS - 8880 Problem Solving Practicum (6)

**Total with Thesis/Project - 36 Hours**

## **English, M.A.**

The Master of Arts degree in English from the College of Arts and Sciences, leads to increased knowledge and understanding of culture as manifested in two sequences - literature and writing - in a graduate program that emphasizes the twin pillars of higher literacy: advanced skills in both reading and writing.

The **Literature Sequence** curriculum offers opportunities for students to explore, analyze, and debate texts in their critical, social, and political contexts, and determine the implications of their differing cultural, historical, and philosophical perspectives. Students encounter a broad range of Anglophone and world literatures and important theoretical approaches. They also learn a variety of reading and interpretive strategies that can be applied to challenging professional and cultural conditions. The literature sequence develops a more sophisticated scope and proficiency in interpretation, analysis, writing, and the analytical skills that one acquires through the literary study than is required of the bachelor's degree. This study of literature is designed to meet not only the needs of persons involved in the teaching of language arts and literature but also those of adult students who wish to develop abilities that transcend any narrow specialization or particular career orientation.

The **Writing Sequence** curriculum is based on an English Studies "fusion" model, as it works to meld what are generally the curricular goals of sequences in professional writing and rhetoric and composition, in order to provide specialized and advanced education in the production of written texts and their theoretical underpinnings. Students who choose this sequence will study

applicable rhetorical theories and produce complex, primarily written texts of various non-fiction genres and modalities. Students enrolled in the sequence will also study theories in writing pedagogy, giving them the opportunity to consider the relationships between writing production and the teaching of rhetoric and composition.

The MA in English program enriches lives and improves the work of those who undertake it.

## Special Admission Requirements

In addition to meeting the university admission criteria, applicants must:

1. have completed a bachelor's degree in English or in a very closely related field from a regionally accredited college or university with a 3.0 G.P.A.;
2. have an undergraduate major in English, literature, language, linguistics, or a closely related field;
3. complete prerequisite course work with a "B" or better in each course.

## Required Preparation

1. Students without the following undergraduate prerequisite course work will be granted conditional admission and be required to complete all prerequisites before full admission to the M.A. in English program: three hours in English (or British) Literature I or II, three hours in American Literature I or II, three hours in literary criticism, and three hours in Shakespeare, Chaucer, or Major British Author. Students selecting the MA in English Writing Sequence in lieu of Shakespeare, or Chaucer, or Major British Author are required to have completed three hours in Advanced Composition or Rhetorical Theory. Completion of all prerequisites is required in addition to graduate degree requirements noted.
2. Students must maintain a G.P.A. of 3.0 for the first nine credit-hours to continue enrollment. Only one course in which a student earns less than a "B" may be repeated once.

## Admission to Candidacy

After admission as a degree-seeking student, a student will also apply for candidacy after completing her or his course work. Application for candidacy should be made at the beginning of the term in which the student expects to fulfill the candidacy requirements (successful completion of ENGL-8950 for non-thesis students; after 18 credit hours are earned for thesis students). Application forms are available in the college office. To qualify for degree candidacy for the thesis option, a student must do the following:

1. complete each course for the M.A. in English with a "B" (3.0) or better;
2. complete a detailed, approved proposal for a master's thesis; and
3. complete thesis proposal form with the signatures of three full time English graduate faculty who have agreed to serve on the student's thesis committee; the primary thesis advisor must be from the tenure-stream faculty.

More detailed candidacy information is available through the M.A. in English advisors.

## Degree Requirements Literature Sequence

### Required Courses Thesis Option (21 Hours)

With faculty approval, students in the Literature Sequence may choose a thesis option. To receive approval for the thesis option, a student must propose a thesis project after 18 credit hours have been completed to the English program tenure-stream faculty. At least two of the faculty members must vote 'yes' for the student to receive approval. In the thesis option, a student completes research and prepares a formal thesis manuscripts. The thesis option would be appropriate for students who have research interests or who intend to pursue doctoral studies.

- ENGL - 7100 Introduction to Graduate Studies (3) \*  
\* Must be taken as early as possible in the graduate student's career, preferably within the first two terms.
- ENGL - 7200 Seminar: Studies in Theory (3)
- ENGL - 7500 College Composition Theory and Practice (3)  
Select three of the following seminar courses (9 credit hours):
- ENGL - 8540 Graduate Seminar in English and European Literature (3)
- ENGL - 8550 Seminar: American Literature (3)
- ENGL - 8560 Seminar: Women's Literature (3)
- ENGL - 8570 Seminar: World Literature (3)  
Thesis Requirements
- ENGL - 8700 Graduate Research (1-4)
- ENGL - 8900 Graduate Thesis (3) \*\*  
\*\* *May be attempted with one or two remaining courses.*

## Required Courses Non-thesis Option (25 Hours)

In the non-thesis option, a student takes ENGL - 8950 Comprehensive Examination in English (1). More information concerning the options is available in the English Graduate Student Handbook.

- ENGL - 7100 Introduction to Graduate Studies (3) \*  
\* *Must be taken as early as possible in the graduate student's career, preferably within the first two terms.*
- ENGL - 7200 Seminar: Studies in Theory (3)
- ENGL - 7500 College Composition Theory and Practice (3)
- ENGL - 8530 Seminar: Theories in Technical and Professional Writing (3)
- ENGL - 8540 Graduate Seminar in English and European Literature (3)
- ENGL - 8550 Seminar: American Literature (3)
- ENGL - 8560 Seminar: Women's Literature (3)
- ENGL - 8570 Seminar: World Literature (3)
- ENGL - 8950 Comprehensive Examination in English (1) \*\*  
\*\* *Cannot be attempted until after completing the required courses and the 12 credit-hours of selective courses.*

## Additional Requirements (9 Hours)

*Three of the required courses may be repeated with different topics as electives (ENGL-8540 ENGL-8550 ENGL-8560 ENGL-8570, and 8000 level English courses not listed above may not be used as electives here. No more than two 6000 level courses may be used as electives to fulfill the additional 9 credit hour requirement here. Other elective courses should be selected in consultation with and approval of the academic advisor and the English Program Coordinator. The courses selected will be related to student's previous preparation and/or relevant interests.*

Total - 33 - 34 Hours\*

Total Thesis Option = 33 Hours

Total Non-thesis Option = 34 Hours

## Degree Requirements Writing Sequence

### Required Courses (25 Hours)



- ENGL - 7100 Introduction to Graduate Studies (3) \*  
*\* Must be taken as early as possible in the graduate student's career, preferably within the first two terms.*
- ENGL - 7200 Seminar: Studies in Theory (3)
- ENGL - 7500 College Composition Theory and Practice (3)
- ENGL - 8530 Seminar: Theories in Technical and Professional Writing (3)
- ENGL - 8751 Research in Workplace Rhetoric (3)
- ENGL - 8800 Capstone: Internship in Writing/Writing Pedagogy (3)
- **Select two of the following seminar courses (6 credit hours):**
  - ENGL - 8540 Graduate Seminar in English and European Literature (3)
  - ENGL - 8550 Seminar: American Literature (3)
  - ENGL - 8560 Seminar: Women's Literature (3)
  - ENGL - 8570 Seminar: World Literature (3)
- ENGL - 8950 Comprehensive Examination in English (1) \*\*  
*\*\* Cannot be attempted until after completing the required courses and the 9 credit-hours of selective courses.*

## Additional Requirements (9 Hours)

*With the advisor's approval, students will select 9 credit hours of 6000-plus level courses in literature, composition, rhetoric, or closely related fields.*

Total - 34 Hours

## **Political and Social Justice Studies, M.A.**

The College of Arts and Sciences graduate major in Political and Social Justice Studies combines traditional disciplinary strengths in political science with a multi-disciplinary approach to the study of social justice. This program encourages students to serve as 'change agents,' who will receive solid analytical and theoretical foundations in politics and justice, gain knowledge regarding current social justice issues, and acquire the leadership skills and best-practice strategies necessary for effective work in advocacy and community development. Students will investigate a stimulating range of topics, from the traditional concerns of domestic politics and foreign policy to contemporary local and global social issues such as inequality, community development, human rights advocacy, environmentalism, refugees, and social movements. This program replaces the former Political and Justice Studies, M.A. program, which no longer enrolled students as of Spring 2017 term. Students completing that degree will follow the degree program found in the 2016-2017 Academic Catalog. Students have the option of transferring to this new program.

## **Admission Requirements and Recommended Preparation**

In addition to the university admissions requirements, students applying to the Political and Justice Studies MA program must submit:

- Official transcripts showing successful completion of a bachelor's degree. Applicants will be expected to have a 2.75 cumulative G.P. A. (on a 4.0 scale) in their last sixty credits.
- Submit a letter of application explaining a statement of personal interest in pursuing a master's degree in the Political and Social Justice Studies program. This statement should be specific and include information about the applicant's short- and long-term goals, and how enrolling in the program may help achieve them.
- At least one confidential letter of recommendation from a professional references (e. g. current or former college faculty member, current or former work supervisor, or community leader) speaking to the applicant's interests and abilities relevant to the PSJS program.

- Completed application must be submitted by June 1st for fall semester admission and November 1st for spring semester admission.

Students seeking admission to the Political and Justice Studies MA program with a GPA lower than 2.75, but have a strong personal interest in the program may petition to the graduate program admissions committee for admission. The admissions committee takes into consideration strong letters of recommendation from professional references that attest to the student's abilities in writing and communication skills and concrete examples of the student's leadership abilities.

An undergraduate major or minor in political science, or a major in one of the social sciences or humanities, including anthropology, economics, sociology, history, philosophy, international studies, black studies, or area studies is recommended. Students may be required to demonstrate competency for graduate work by satisfying the following undergraduate preparatory courses at Governors State University or another accredited university: Foundations of U.S. Democracy (POLS-2100) and a research methods course such as SOSOC-4500. These courses must be completed with a grade of "B" or better and are required in addition to the degree requirements listed below.

## Transfer Credits

Providing that University policies regarding transfer of graduate credits are met, transfer credit will only be allowed for courses taken in a graduate social science or related graduate programs at accredited institutions. A limit of nine hours of transferable credits can be awarded for the Political and Justice Studies master's degree program.

## Admission to Candidacy

After admission as a degree-seeking student, a student also must apply for candidacy status before registering for final project, directed research, or practicum options. Application for candidacy should be made at the beginning of the term in which the student expects to fulfill the candidacy requirements. Application forms are available in the college office. To qualify for degree candidacy, a student must:

1. complete all required courses and at least two elective courses with a grade of "B" or better; and
2. maintain an overall grade point average of "B" or better.

More detailed candidacy information is available through the division office or the student's advisor.

## Degree Requirements

Students must meet all university requirements for a master's degree.

### Required Courses (18 Hours)

- PSJS - 6100 Theoretical Foundation of Political and Social Justice Studies (3)
  - PSJS - 6120 Research Methods (3)
  - PSJS - 6500 Academic and Professional Writing in Political and Social Justice Studies (3) \*
  - PSJS - 6650 Empowering Community: From Self to Service (3)
  - PSJS - 8210 Public Policy and Politics (3)
  - PSJS - 8300 Theories of the State (3)
- \* Those who test out of PSJS-6500 may take PADM-6700 or select a sixth course from one of the elective courses.

### Electives (15 Hours)

*In consultation with an advisor, students select 5 courses from the list of elective courses. Electives are offered in two areas - Comparative & Global Politics and Social Justice. Students must select two courses from each area, with the fifth course selected from either of the two areas.*

## Comparative and Global Politics

- PSJS - 6200 Theories of Conflict Resolution (3)
- PSJS - 6210 International Politics and the Global Economy (3)
- PSJS - 6300 Corporate Influence on Politics (3)
- PSJS - 6320 Political Sociology (3)
- PSJS - 6330 Politics of the Middle East (3)
- PSJS - 6340 Politics of Latin America and the Caribbean (3)
- PSJS - 7035 Politics of the United States (3)
- PSJS - 7036 Topics in Comparative and Global Politics (3)
- PSJS - 7101 Constitutional Law (3)
- PSJS - 7150 Law, Society, and Public Policy (3)
- PSJS - 7300 Social Origins of Violence
- PSJS - 7330 U.S. Foreign Policy (3)
- PSJS - 8160 Comparative Urban Development (3)
- PSJS - 8390 Challenges of Globalization (3)
- PSJS - 8450 International Law and Organization (3)
- POLS - 7370 Political Geography (3)

## Social Justice

- PSJS - 6120 Research Methods (3)
- PSJS - 6220 Global and U.S. Justice Movements (3)
- PSJS - 6250 Community Justice (3)
- PSJS - 6400 Politics of Gender and Sexuality (3)
- PSJS - 6410 Race, Ethnicity, and Justice (3)
- PSJS - 6420 Borders, Borderlands, and Social Justice (3)
- PSJS - 6430 Liberation Theology and Social Justice (3)
- PSJS - 6440 Environmental Justice (3)
- PSJS - 7037 Topics in Social Justice and Public Policy (3)
- PSJS - 7210 Nonprofit Organizations in Social Justice (3)
- PSJS - 7350 third World in Global Development (3)
- PSJS - 8100 Labor, Workforce, and Social Change (3)
- PSJS - 8110 Wealth, Power, and Inequality (3)
- PSJS - 8150 Contemporary Theories of Social Justice (3)
- PSJS - 8250 Crime and Social Inequalities (3)
- PSJS - 8460 Crime, Justice, and the Media (3)

## Final Project/ Directed Research & Analysis/ Problem-solving Practicum Options (6 Hours)

Students must be in Candidacy Status before registering for the final project, directed research, or practicum options. This requires completing all required courses and two elective courses with a grade of "B" or better, and having an overall grade point average of B or higher.

*Select one of the following options:*

### Final Project Option (6 Hours)

A panel of three faculty members, including a PSJS-affiliated project director, must approve the final project. Students must also present their final project to invited faculty members in a public forum. It is required that the student enroll in PSJS - 8700 Graduate Research (1-4) prior to registering for PSJS - 8990 Graduate Final Project (3) to allow the student the requisite time to complete readings and research needed for a high-quality final project. The student is responsible for circulating paperwork for project approval, obtaining signatures of so all three faculty members approve prior to course registration.

Required courses for Final Project Option:

PSJS - 8700 Graduate Research (1-4) - minimum credit hours required = 3

PSJS - 8990 Graduate Final Project (3)

### Directed Research and Analysis Option (6 Hours):

The directed research option requires each student to take two directed research courses covering distinct areas of study in Comparative & Global Politics or Social Justice. They are to successfully pass two comprehensive examinations for the selected areas with a grade of B or better. PSJS - 8981 Directed Research and Analysis I (3) ;and PSJS - 8982 Directed Research and Analysis II (3) must be taken in two different areas (one in Comparative & Global Politics, the other in Social Justice). In addition, two different faculty members should serve as the main readers for each with at least two secondary faculty readers, one of whom must be a PSJS-affiliated faculty member.

Required courses for Directed Research and Analysis Option:

PSJS - 8981 Directed Research and Analysis I (3)

PSJS - 8982 Directed Research and Analysis II (3)

### Problem-solving Practicum Option (6 Hours)

Students may select the practicum for six credit hours and complete 300 hours at an internship or practicum experience related to restorative-, social-, or community-justice and service initiatives. The analytical practicum paper applies student knowledge and skills in a culminating experience approved by the PSJS-affiliated faculty supervisor in consultation with two other faculty readers, at least one of whom must be PSJS-affiliated faculty.

Required courses for the Problem-solving Practicum Option:

PSJS - 8800 Practicum (1 - 3) - minimum credit hours required = 3

PSJS - 8970 Practicum Project (3)

**Total Credit Hours - 39 Hours**

# Master of Fine Arts

## Art, M.F.A.

The Masters in Fine Arts in Studio Art is administered through the Division of Arts & Letters, and offers a concentrated multi-media studio focus on developing professional art makers.

The graduate program in fine art stresses intellectual curiosity, self-discipline, and technical proficiency in the art studio. With course work in painting, printmaking, photography, digital imaging, sculpture, graphic design or ceramics, the art studio student is directed to become a mature artist in command of multiple mediums that highlight expression of an individual artistic voice.

The graduate art program enables students either to become practicing artists or to achieve a level of scholarship that can help them to be both art scholars and professional educators. Trained innovators and creative thinkers, fine art majors find ever expanding use of their arts education in contemporary life. The employment and entrepreneurial outlook for artists continues to be strong.

Courses in art history support the research of the Fine Arts major and treat art objects as historical documents related in subject, style, technique, and material to other works of art. They further explore analysis through interpretation of their context and purpose. Art history courses range from contemporary international and regional artistic expressions to those of ancient America, Africa, and Asia.

Students are encouraged to develop perception and imagination, combined with an awareness of visual elements, principles of design, artistic statement, and criticism. Professional display, public presentation, and sound research skills culminate in the thesis exhibit and written support document.

### **Program Objectives:**

The Masters of Fine Art in Studio Art, MFASA, is a terminal degree for working artists and scholars. The curriculum is designed to provide students with tools in theory, criticism, and practice so that they hold mastery over the studio art field. In order to provide a framework to ensure a consistent set of expectations across media, the MFASA program has a set of five program outcomes. Courses within the major will address one or more of the following program outcomes:

1. Create a body of professional-level work demonstrating personal vision, rigor, and a cohesiveness in a style that is worthy of a professional gallery.
2. Exhibit the ability conceptualize creative problems and execute solutions while choosing the appropriate techniques/materials and making quality aesthetic choices.
3. Recognize the influence of western/non-western art history and contemporary art on their artworks.
4. Critically analyze artworks by describing, analyzing compositions, interpreting content, and judging results.
5. Communicate research professionally using effective visual, oral, and written presentation skills.

### [Admission to the Program](#)

#### **Special Admission Requirements:**

In addition to meeting university criteria, applicants must submit the following to [artportfolio@govst.edu](mailto:artportfolio@govst.edu) (Email with attached files not to exceed 10MB):

1. A digital portfolio of 20 artworks completed in the last 5 years, highlighting technical proficiency, independent research, and artistic voice. Pdf, Jpeg, Jpg, or PowerPoint accepted. A link to personal portfolio website may also be included.
2. A 1000-word written proposal that outlines academic and career goals with supporting rationale and plan of study.

Students will not be admitted to the major until the portfolio and written proposal, reflecting potential for graduate work, have been approved by the graduate faculty review committee.

An undergraduate degree in Art is highly recommended, BFA preferred. An exceptional portfolio of work or post-baccalaureate certificate can prove proficiency in the field if an undergraduate degree is not held. Supplemental courses to fill in art foundations deficiencies may be required based on Graduate Program Coordinator recommendation. The GRE is not required.

#### **University Graduate Admission Requirements:**

Persons are eligible for admission as a degree seeking student if they:

- Have earned (or will earn by the term they wish to enroll) a bachelors, masters or doctoral degree or its equivalent from a regionally accredited college or university or who have international transcripts that have been reviewed by an appropriate agency for equivalency.
- Were in good standing at the last institution attended.
- Have satisfied collegial and /or major criteria, if applicable, for graduate study in a specific major.

All applicants must complete and submit a graduate application form to the Office of Admissions and to the graduate program as required, ensuring that official transcript or other official documents indicating the achievement of the criteria described in A.3. are submitted prior to the admission/credential deadline for the term in which enrollment is desired.

#### **Graduation Requirements:**

Consistent with university policy, students must meet all university requirements for a master's degree. In addition, students must complete required and major elective courses with a "C" or better. Upon completion of coursework, the student must present a thesis exhibit, a written thesis document, and an oral defense of thesis materials with a faculty committee.

## **Degree Requirements**

Students must meet all university requirements for a master's degree.

### **Required Courses (36 Hours)**

- ART - 6820 Graduate Art Seminar 1 (3) \*
- ART - 7820 Graduate Art Seminar 2 (3) \*
- ART - 8820 Graduate Art Seminar 3 (3) \*
- ART - 8990 Graduate Thesis/Project (1-3) \*
- ART - 6800 Internship (3)
- Take 3 courses at 6000 level or higher as an Art History Elective (Total - 9 credit hours)

\* Take each course twice to earn 6 credit hours for each.

#### **Internship**

The internship is intended to create a mentoring relationship outside the University at the approval of the student's advisor. Internships can be coordinated with any art related business, gallery, museum, or professional working artist at the discretion of the advisor. The internship can be completed regionally, nationally, or internationally. The student is to seek out their own internship and coordinate with their advisor and their intended mentor as to the obligations and to achieve success within the internship. The internship is to be approximately 90 hours in length.

#### **Thesis Requirement**

The final two semesters the student prepares a one-person exhibition of a consistent body of work, in the student's area of interest accompanied by documentation of the work and development within a written thesis.

#### **Thesis Exhibition**

Upon recommendation of the Graduate Thesis Committee, the student presents a one-person thesis exhibition of artwork centering on the student's area of concentration and executed during their graduate studies at GSU. The exhibition does not have to be located on campus but it is desired. The exhibition is not a retrospect of every artwork created while a candidate but rather a consistent body of work revolving around an artist statement, research, and singular theme.

## Electives (24 Hours)

Select 15 hours from courses within media emphasis and 9 hours outside of media emphasis, preferably 3 as a non-art elective. Media include: Painting/Drawing, Photography, Printmaking, Sculpture, Digital Imaging, Graphic Design, and Ceramics.

### Non-Art Elective

The student is requested to take one 3 credit course that is neither an Art or Art History course. The student should consult with their advisor for approval about coursework that would be pertinent to their body of work or development as a professional artist. Examples could be courses in Writing, Business, Theater, or Psychology.

Total - 60 Hours

## **Independent Film and Digital Imaging, M.F.A.**

The interdisciplinary Master of Fine Arts in Independent Film and Digital Imaging is a terminal degree in the applied arts of digital media production and imaging offered through the College of Arts and Sciences.

Coursework for the Master of Fine Arts in Independent Film and Digital Imaging leads to specialized knowledge, creative development, and advanced technological skills in the applied digital arts of image making and media production.

Beyond taking the required courses, students plan their specific programs in consultation with their advisors, adapting the degree path's selective sequences to their individual needs and interests. Graduates of the program will work in career areas such as higher education, filmmaking, graphic design, photography, 2D and 3D animation, motion graphics, web design, consulting, producing, media writing, TV production/direction, and training.

## Special Admissions Requirements

Applications for admission are due six weeks prior to the beginning of each semester. Applications for admission are available from the GSU Office of Admission and Student Recruitment and the Division of Communication, Visual and Performing Arts office. Due to limited space availability, this program can only accept fifteen students each year. Applicants will be ranked for admission on the basis of their academic potential and admission criteria.

In addition to meeting university admission criteria, applicants must:

### A. **Submit to the Office of Admission**

1. Provide evidence of an undergraduate major in media, multimedia, communications, English, speech, or liberal arts;
2. Have a minimum cumulative undergraduate G.P.A. of 3.0 on a 4.0 scale. Graduate courses can be substituted but the cumulative G.P.A. must be a 3.0 or better;
3. Have appropriate prerequisite course work with a minimum prerequisite G.P.A. of 3.0 on a 4.0 scale. The GSU equivalent course is given in parenthesis. The following courses (in credit-hours) or their equivalents are minimum prerequisites for entry into the M.F.A. program;
  - a. English composition (3)
  - b. Speech course or oral communication (3)
  - c. Applied digital technology (3)
4. submit a supplementary application packet which includes:
  - a. supplemental information form;
  - b. a current resume;
  - c. three letters of recommendation;
5. provide official TOEFL scores (if applicable); and
6. submit application fee.

#### **B. Submit to the IFDI Program Coordinator**

1. A portfolio:
  - a. for students in digital imaging, this entails links to stills;
  - b. for students in digital filmmaking, this entails a sample of a prior production on streaming video;
2. A personal essay or statement of intent with respect to goals for the degree, and artistic philosophy.

Note: Applicants may, at the discretion of the M.F.A. Admissions Committee, also be requested to participate in personal interviews.

## **Recommended Preparation**

Admission to the program is restricted to a maximum of 15 students at any given time on a "rolling" basis. Admitted students will have maintained a GPA of 3.0 over the course of completing an undergraduate degree. All students must submit a portfolio demonstrating advanced proficiency and creative promise.

While admission to the program does not require an undergraduate major in Film, Video, or Photography, an undergraduate major in these or in one of the following fields is: media, multimedia, communications, English, speech, or liberal arts. In addition, students are expected to have demonstrable competence in digital technology and in oral and written communication.

## **Admission to Candidacy**

After admission as a degree-seeking student, a student also must apply for candidacy. Application for candidacy should be made at the beginning of the semester in which the student expects to fulfill the candidacy requirements. Application forms are available in the college office. To qualify for degree candidacy, a student must:

1. completion of the following core courses IFDI-6544 IFDI-8100, and IFDI-6702 with a grade of "B" or better;
2. completion of 12 hours from the selective sequences with a grade point average of 3.5 or better; and
3. completion of an approved proposal for both a thesis project and internship.

More detailed candidacy information is available through the division office or the student's advisor.

## **Internship and Thesis/Project**

As part of this degree program, students will pursue both an internship and thesis/project.

The student independently pursues a field-related internship and develops an agreement with the assistance of the internship site coordinator. Upon approval of the coordinator, the student may register for IFDI - 8800 Internship with a GSU coordinator. The GSU coordinator must be a full-time faculty in ART, MCOM, or IFDI.

In the thesis/project, the student selects a committee consisting of a thesis/project advisor and two additional faculty members, and then develops a proposal acceptable to the committee. Faculty advisors and readers must be drawn from full-time faculty in IFDI, ART, or MCOM. Students may register for IFDI-8990 once the committee has approved the student's proposal. The student then completes a project/production with the guidance of the thesis/project advisor. A paper must accompany all projects submitted for evaluation. Once the project is completed and approved by the committee, a grade is assigned.

## **Minimum Degree Requirements**

Students must maintain a GPA of 3.0 or higher to complete requirements for the MFA. A grade lower than "B" taken in any course will not be counted toward graduation.

### **Prerequisite courses:**



- ART - 3325 Advanced Problems in Design (3) or equivalent determined by advisor
- MCOM - 4740 Television Production (3-4) or equivalent determined by advisor

## Common Core - Required Courses: (21-27 hours)

- IFDI - 6702 Digital Film Production (3)
- IFDI - 6544 Digital Photographic Imaging (3)
- IFDI - 8100 Survey of Independent Film and Digital Imaging (3)
- IFDI - 8800 Internship (1-9)
- IFDI - 8990 Masters Thesis Project (3-9)

## NOTE:

Not all courses are offered in all years or all terms.

Many courses are offered just once per calendar year. Students are strongly advised to arrange appointments to consult with their advisors prior to beginning the program.

## Theory and Aesthetics Selectives (9-15 hours)

*Select Two to Four of the Following:*

- IFDI - 5410 History of Photography (3)
- IFDI - 6742 History of Film (3)
- IFDI - 8400 Film Seminar (3)
- IFDI - 8420 Critical Practices in Contemporary Photography (3)
- IFDI - 8701 Independent Study (6)
- IFDI - 8850 Digital Imaging Thesis Development (3)
- ART - 6520 Art in Context: (3)
- ART - 8810 Studies in Art (3)

## Applied Courses Selectives (21-31 hours)

*Select Five to Eight of the following:*

- IFDI - 5000 Topics in Independent Film and Digital Imaging (3)
- IFDI - 5070 Media Workshop (3)
- IFDI - 5460 Advanced Video Editing (3)
- IFDI - 5490 Photography: Combined Color Processing (3)
- IFDI - 5540 Documentary Photography (3)
- IFDI - 5709 Electronic Drawing and Design (3)
- IFDI - 5720 Audio Production (4)
- IFDI - 5731 Screenwriting (3)
- IFDI - 5734 Video Production Editing (3)
- IFDI - 5735 Documentary Filmmaking (3)
- IFDI - 5777 Cinematography (3)
- IFDI - 6565 3D Modeling (3)
- IFDI - 6566 3D Animation (3)

- IFDI - 6700 Graduate Media Workshop (3)
- IFDI - 6709 Advanced Electronic Drawing and Imaging (3)
- IFDI - 6730 Directing Drama for TV and Film (3)
- IFDI - 6744 Advanced Photographic Digital Imaging (3)
- IFDI - 6769 Acting for Independent Film (3)
- IFDI - 7725 Advanced Producing for Film and TV (3)
- IFDI - 7730 The Screenplay Project (3)
- ART - 6528 Digital Motion Graphics (3)
- ART - 6605 Digital Mixed Media Techniques (3)
- ART - 8830 Graduate Photography and Digital Imaging (3)

### Electives (0-9 hours)

Up to 9 (nine) credit hours taken at Governors State University, drawn from the Liberal Arts and at the 5000 level and higher, may be counted toward total credit hours allowable for graduation.

Total - 60 Hours

## Master of Public Administration

### **Public Administration, M.P.A.**

The College of Arts and Sciences offers graduate study in public administration leading to the degree of Master of Public Administration (M.P.A.). The MPA program prepares students to serve as effective managers in nonprofit, local, county, state, and federal organizations. The MPA program provides a high quality education to a diverse student body while engaging in scholarly activities and community service. We empower our students with an ethical perspective and with the critical thinking and decision making skills to effectively manage a public entity.

The Public Administration faculty recognizes that these governments are complex systems designed for the purpose of realizing American ideals, of which there are several, and among which there are inherent tensions and partial contradictions. Accordingly, the primary emphasis of the M.P.A. program is to imbue the students with an understanding and respect for the normative, ethical, and political environment within which American public administration is conducted and the ability to apply sound reasoning (critical thinking) to develop viable solutions to problems within this environment. The program also teaches specific concepts, techniques, and skills of management in the public sector.

### Special Admission Requirements

In addition to university admission requirements, applicants must submit the following documents as part of their application package:

1. all official transcripts showing evidence of a 3.0 cumulative G.P.A. on a 4.0 scale (G.P.A. calculated from the last 60 credit hours);
2. two confidential letters of recommendation from professional references (e.g. current or former college faculty member, current or former work supervisor, or community leader;
3. a two page, double spaced statement of intent which discusses personal short and long term career goals and reasons for pursuing a MPA degree at this time and what about this particular program is going to help reach those goals. Please give specific personal examples of leadership and provide other pertinent information to help the committee select candidates who can benefit from and contribute to the program. The statement of intent offers applicants the opportunity to demonstrate writing and communication skills and supports your candidacy for the MPA;

4. a current resume; and
5. applicants with an extensive work history in the field who have not met the minimum undergraduate GPA of 3.0 in their last 60 hours of undergraduate courses, may be offered conditional admission, based upon Program Admission Committee recommendation. Conditional admission requires enrollment in PADM - 7100 Political and Legal Frameworks for Public Administration (3) and PADM - 6700 Data Analysis for Public and Non-Profit Administration (3). Students who earn a minimum grade of B in both courses will be granted admission to the program.

## **Final Project Options: Master's Research Paper or Capstone Course**

As part of this degree program, students must choose one of the following options to complete the MPA program (grade "B" or higher required):

PADM - 8900 Problems in Applied Public Management (3)

**OR**

PADM - 8990 Master's Research Paper (3)

In the Capstone Course PADM-8900, students demonstrate their cumulative knowledge and skills through the completion of case studies and a research paper.

Before registering for PADM-8900 students must:

1. complete 39 hours of required courses including PADM-8600;
2. be in final term of program; and
3. obtain permission from the CBPA Advising Office.

The Master's Research Paper PADM-8990 involves a demonstration of the student's knowledge and skills through the development of a major research paper approved by a committee of three faculty members

Before registering for PADM-8990 students must:

1. complete all required courses;
2. select a committee and have the chairperson approved by the dean; and
3. complete a written proposal approved by their committee and chairperson.

Further information, instructions, and forms are available through the CBPA Academic Advising Office.

## **Candidacy Requirement**

After admission as a degree-seeking student, a student also must apply for candidacy. Application forms are available in the Academic Advising Office. To qualify for candidacy, a student must:

1. satisfy all conditions of admission;
2. maintain an overall G.P.A. of at least 3.0 (on a 4.0 scale) for all coursework completed at Governors State university as a graduate student;
3. satisfy the written communication proficiency requirement;
4. apply for candidacy after earning a minimum of 9 and a maximum of 12 graduate credit-hours (beyond preparatory coursework). Students who complete more than 15 hours of degree requirements before attaining candidacy status may be required to complete up to 18 additional hours, approved by the Dean, as a candidate before being approved for graduation by the college; and

## **Degree Requirements**

Students must meet all university requirements for a master's degree.

Students must meet the collegial degree requirements listed at the beginning of this section.

### Required Courses (33 Hours)

- MIS - 7650 Managing Information in the Public Sector (3)
- PADM - 6700 Data Analysis for Public and Non-Profit Administration (3)
- PADM - 7100 Political and Legal Frameworks for Public Administration (3)
- PADM - 7200 Economic Analysis in Public Administration (3)
- PADM - 7300 Seminar in Public Human Resource Administration (3)
- PADM - 7400 Public Organization Theory and Behavior (3)
- PADM - 7500 Seminar in Public Budgeting (3)
- PADM - 7600 Seminar in Research Methods (3)
- PADM - 8200 Ethics for Public Administration (3)
- PADM - 8300 Public Finance (3)
- PADM - 8400 Seminar in Public and Strategic Planning (3)

### Select three of the following courses (3 hours)

- MGMT - 8300 Labor Management Relations (3)
- PADM - 8000 Advanced Topics in Public Administration (1-3)
- PADM - 8880 Internship (3)
- POJS - 8240 Intergovernmental Relations (3)

#### NOTE:

\* Other appropriate graduate classes may be approved by MPA Program Coordinator

### Master's Final Project (3 Hours)

*Select one of the following:*

- PADM - 8990 Master's Research Paper (3)
- PADM - 8900 Problems in Applied Public Management (3) \*

#### NOTE:

\* Students must earn a B or higher grade in their Master's Research Paper or PADM-8900 in order to successfully complete the MPA program.

### Total - 39 Hours

# **Master of Arts and Master of Public Administration**

## **Criminal Justice, M.A. and Public Administration, M.P.A.**

The College of Arts and Sciences joint degree program was designed in response to students' demand for a degree program that would broaden student's skills and knowledge by combining the core of these two programs; thus allowing students to have a comparative advantage in the job market. Students who graduate with this joint degree will graduate with two master's degrees (one in Public Administration and the other in Criminal Justice). The Public Administration program offers students the tools and technical skills for working in the public sector. This includes such courses as human resource administration, public planning, and public budgeting. The Criminal Justice program focuses more on the skills, knowledge, and abilities to work effectively in organizations and positions, to effectively develop, implement, and evaluate system and organization change and reform initiatives. By so doing, the program builds upon a criminal justice and public policy program with the addition of a social justice emphasis.

In developing this joint degree program the faculty studied the "best practices" of joint degree programs and developed a program that makes use of the complimentary nature of CJUS and PA in order to maintain the integrity of each program, while allowing the greatest use of each program to satisfy the electives. Students enrolled in this program will be able to complete both degrees with 23 courses (69 credit hours), 11 in the MPA program, 10 in the CJUS program, and two separate capstone courses (one in MPA, one in CJUS).

## **Special Admission Requirements**

In addition to university admission requirements, applicants must submit the following documents as part of their application package:

1. Applicants will be expected to have a 3.0 cumulative G.P.A. (on a 4.0 scale) in their last 60 credit hours;
2. Two confidential letters of recommendation from professional references (e.g. current or former college faculty member, current or former work supervisor, or community leader);
3. A two page, double-spaced statement of intent, which discusses personal short- and long-term career goals, reasons for pursuing the joint degrees, and how these degrees will help the student achieve those goals. The statement should encompass specific personal examples of leadership and provide other pertinent information to help the committee select candidates who can benefit from and contribute to the program. The statement of intent offers applicants the opportunity to demonstrate writing and communication skills to support their candidacy for the CJUS and MPA degree; and
4. A current resume.

## **Program Requirements**

The 23 course (69 credits) program consists of:

- 11 required MPA courses (33 credits)
- 10 required CJUS courses (30 credits)
- 2 required capstone/project courses (6 credits)

## **Joint Degree Curriculum:**

### **Required MPA courses (33 hours):**

- PADM - 6700 Data Analysis for Public and Non-Profit Administration (3) \*

\* PADM-6700 may be waived if equivalent courses taken as part of undergraduate work, e.g. BUS-3700 or STAT-4219.

- PADM - 7100 Political and Legal Frameworks for Public Administration (3)
- PADM - 7200 Economic Analysis in Public Administration (3)
- PADM - 7300 Seminar in Public Human Resource Administration (3)
- PADM - 7400 Public Organization Theory and Behavior (3)
- PADM - 7500 Seminar in Public Budgeting (3)
- PADM - 7600 Seminar in Research Methods (3)
- PADM - 8200 Ethics for Public Administration (3)
- PADM - 8300 Public Finance (3)
- PADM - 8400 Seminar in Public and Strategic Planning (3)
- MIS - 7650 Managing Information in the Public Sector (3)

### Required CJUS Courses (30 hours):

- CJUS - 6020 Seminar in Criminal Justice Graduate Studies (3)
  - CJUS - 7010 Criminal Justice Leadership: Theory and Practice (3)
  - CJUS - 7210 Evaluation Research and Policy Analysis (3)
  - CJUS - 7230 Special Topics in Crime Policy (3)
  - CJUS - 7240 Crime Problem-Solving Strategies (3)
  - CJUS - 8100 Theories of Crime and Deviance (3)
  - CJUS - 8200 Research Applications (3)
  - CJUS - 8300 Administration of Criminal Justice (3)
  - CJUS - 8400 The Justice System and the Community (3)
  - CJUS - 8800 Justice System Internship (1-3) \*
- Must enroll for a 3 credit-hour internship

### Master's Final Project (6 hours):

Choose one (1) PADM and one (1) CJUS course your final semester from among those listed below. Students must earn a "B" or better grade for the final project in order to successfully complete each program.

- CJUS - 8891 Directed Readings for the Comprehensive Exam - Required Curriculum (3)
- CJUS - 8990 Graduate Thesis (3)
- PADM - 8900 Problems in Applied Public Management (3)
- PADM - 8990 Master's Research Paper (3)

### Total Hours for CJUS/PADM Joint Degree (69 Hours)

# Minor

## **3-D Animation and Modeling Minor**

The 3-D Animation and Modeling minor in the College of Arts and Sciences is designed for students with an interest in 3D animation. This minor provides an overview of the 3D animation production process. Students utilize 3D computer animation techniques to create animated shorts, digital sculptures, or 3D prints.

### Requirements for the Minor

#### General Requirements

Students must meet all requirements for a minor.

#### Required Courses (15 Hours)

- ART - 4565 3D Modeling (3)  
**OR**
- CPSC - 4565 3D Modeling (3)
  
- ART - 4566 3D Animation (3)  
**OR**
- CPSC - 4566 3D Animation (3)
  
- ART - 4667 3D Rendering (3)  
**OR**
- CPSC - 4567 3D Rendering (3)
  
- ART - 4569 Introduction to 3D Visual Effects (3)  
**OR**
- CPSC - 4569 Intro to 3D Visual Effects (3)
  
- CPSC - 4632 Digital Sculpting (3)

#### Electives (3 Hours)

- IFDI - 5444 Digital Photographic Imaging (3)  
**OR**
- ART - 4544 Digital Photographic Imaging (3)
  
- ART - 3305 Drawing: Life Study (3)
- ART - 4445 Figure Sculpture I (3)
- ART - 4528 Digital Motion Graphics (3)

Total - 18 Hours

## **American Studies (Social Science) Minor**

An undergraduate minor in Social Science - American Studies is offered through the College of Arts and Sciences for student majoring in other fields. This minor is particularly appropriate for those students who anticipate significant use of the broad critical and analytical skills and understanding that American Studies embodies. The Social Science minor in American Studies is for those who wish to develop these additional marketable skills with the substantive fields offered.

### **General Requirements**

Students must meet all university requirements for a minor. In addition, students must complete at least 9 hours at Governors State University.

### **Required Courses (12 Hours)**

- HIST - 3100 U.S. Economic History (3) \*
- HIST - 4160 Modern U.S. History, 1945-Present (3)
- POLS - 2100 American National Government (3) \*
- SOC - 3100 Studies in American Society (3) \*

### **NOTE:**

\* May be substituted by a lower-division course.

### **Selective (6 Hours)**

*Select two of the following courses:*

- HIST - 4100 Beyond the Dream: Current Black Social Issues (3)
- HIST - 4200 American Urban History (3)
- HIST - 4400 Black Experience in the U.S. (3)
- HIST - 4440 History of Civil Rights (3)
- HIST - 4500 Women in American History (3)
- POLS - 4400 Constitutional Law (3)
- SOC - 4250 Community Organization (3)
- SOSC - 4305 Urban Studies: Introduction to the City (3)
- SOSC - 4410 Ethnicity, Culture, and Politics (3)
- SOSC - 4575 Women and Social Action (3)

**Total Credit-hours - 18 Hours**

## **Anthropology Minor**

The College of Arts and Sciences offers an undergraduate Minor in Anthropology for students majoring in other fields across the University. This minor is particularly appropriate for those students who anticipate significant use of holistic and cross-cultural perspectives and analytic approaches that Anthropology embodies.

### **Requirements for a Minor in Anthropology**



## General Requirements

Students must meet all requirements for a minor. All required courses and selectives for the minor must be completed with a "C" or higher.

## Required Courses (12 Hours)

*Select four of the following courses:*

- ANTH - 1100 Cultural Anthropology (3)
- ANTH - 3400 Language and Culture (3)
- ANTH - 3800 Visual Anthropology (3)
- ANTH - 4500 Applied Anthropology (3)
- ANTH - 4610 Ethnographic Research Methods (3)
- ANSO - 4300 Food, Culture, and Society (3)
- ANSO - 4400 Theories of Social Science (3)
- BIOL - 3108 Human Evolution (3)

## Selectives (6 Hours)

Six hours of ANSO and/or ANTH courses with advisor approval.

Total - 18 Hours

## **Art Minor**

The minor in Art offered through the College of Arts and Sciences, complements any degree and provides the student a wide-ranging exploration of the visual arts. Students will develop technical skills, creativity, and aesthetic judgment through a variety of required and selective courses. These courses will allow the student to pursue individual interests within a particular studio area that might include drawing, painting, printmaking, photography, digital imaging, graphic design, 3-D modeling, film, ceramics, sculpture, and glass. The minor is open to all students who submit a proposal of study to the art program coordinator and academic advisor for placement.

## Requirements for the Minor

### Drawing (3 Hours)

Take any drawing course from the 1000-4000 level.

### Art History (3 Hours)

Take any Art History course, excluding Art Appreciation - ART 1100, from the 1000-4000 level.

### Studio Art Selectives (12 Hours)

Take any Studio Art courses from the 1000-4000 level.

Total - 18 Hours

## **Creative Writing Minor**

An interdisciplinary undergraduate minor in Creative Writing is offered for students who wish to supplement their major course of study with substantial, sustained coursework in a variety of creative writing genres. The minor in Creative Writing is suitable for students pursuing any major. The minor is particularly appropriate for students who want to improve their writing and communication skills and develop their personal creativity and self-expression.

## **Program Requirements**

Students must meet all university requirements for a minor. In addition, students must contact their academic advisor regarding the requirements listed below, submit transfer courses to the advisor for approval of the minor by the first week of the term of intended graduation, and complete all courses with a "C" grade or better.

## **Required Courses (3)**

- ENGL - 2610 Introduction To Creative Writing (3)

## **Selectives (15)**

Complete any five of the following courses:

- ART - 4700 Independent Study (3-6) \*
- ENGL - 4210 Writing Poetry (3)
- ENGL - 4475 The Short Story: Crossing Cultures (3)
- ENGL - 4610 Writing Fiction (3)
- ENGL - 4620 Writing Creative Nonfiction (3)
- ENGL - 4700 Independent Study (1-4) \*
- FILM - 2731 Screenwriting (3)
- IFDI - 5731 Screenwriting (3)
- MST - 2102 Digital Video Writing (3)
- MST - 3750 Media Storytelling (3)
- MST - 4130 Writing for Multimedia (3)
- MST - 4700 Independent Study (1-3) \*
- TAPS - 2100 The Storytelling Tradition (3)
- TAPS - 4200 Writing as Performance (3)
- TAPS - 4700 Independent Study (1-3) \*

\* Note: Students may only take one independent study course for credit towards the minor, and it must be taken in the final semester of coursework.

Total - 18 Hours

## **Criminal Justice Minor**

The College of Arts and Sciences offers a minor in Criminal Justice for those students interested in exploring different perspectives of crime and manners of addressing them for the social good.

## Requirements for the Minor

Students must meet all university requirements for a minor.

In addition, students must:

### Required Courses (18 Hours)

Complete up to nine (9) hours of lower division criminal justice course work at Governors State University or as transfer equivalents to the following, each with a grade of "C" or better:

- CJUS - 2100 Introduction to Criminal Justice (3)
- CJUS - 2200 Introduction to Corrections (3)
- CJUS - 2300 Introduction to Juvenile Justice (3)
- CJUS - 2360 Judicial Process and Constitutional Issues in Criminal Justice (3)
- CJUS - 2400 Policing Foundations (3)

Complete a minimum of nine (9) hours of upper division course work at Governors State University from the following courses in the undergraduate Criminal Justice curriculum, each earning a grade of "C" or better:

- CJUS - 3099 Junior Seminar in Criminal Justice (3)
- CJUS - 3100 Foundations of Social Justice (3)
- CJUS - 3250 Foundations of Restorative Justice (3)
- CJUS - 3415 Criminological Inquiry and Research Design (3)
- CJUS - 3440 Exploring Ethics in the Justice System (3)
- CJUS - 4100 Theories of Crime and Deviance (3)
- CJUS - 4465 Comparative International Criminal Justice Systems (3)

Total - 18 Hours

## **Dance Minor**

An undergraduate minor in Dance is offered for students who wish to supplement a major in another discipline. The minor is especially appropriate for students who seek creative and conceptual development through technical, historical, and cultural training in dance performance. Depending on the student's major, a minor in Dance can enhance prospects for a variety of employment endeavors and for admission to graduate or professional study.

### Required Courses (13 - 15 Hours)

- DNCE - 1100 Dance Appreciation (3)
- DNCE - 3800 Practicum (1-3)  
Select two from the following:
- DNCE - 2110 Introduction to Ballet (3)
- DNCE - 2210 Introduction to Jazz Dance (3)
- DNCE - 2310 Introduction to Modern Dance (3)  
Select one from the following:
- DNCE - 3600 Twentieth Century Concert Dance History (3)
- DNCE - 3700 Dance Criticism (3)

- DNCE - 4200 Dance Pedagogy (3)

## Selectives (6 Hours)

Select two from the following list, at least one from 3000 level or higher:

- DNCE - 2410 Introduction to Tap Dance (3)
- DNCE - 2500 Social Dance (3)
- DNCE - 3000 Special Topics in Dance (3)
- DNCE - 3100 World Dance (3)
- DNCE - 4100 Choreography (3)

Total Credit Hours: 19-21 Hours

## **English Minor**

An undergraduate minor in English is offered through the College of Arts and Sciences to students who wish to supplement their preparation in a major discipline with a substantial amount of course work in English. A minor in English will generally enhance the prospects of students for employment and for admission to graduate or professional study.

## Requirement for the Minor

Students must meet all university requirements for a minor.

In addition, students must:

1. complete at least four courses at the upper-division level;
2. contact the advisor regarding the requirements listed below; and
3. submit transfer courses to the advisor for approval of the minor by the first week of the term of intended graduation.

## Required Courses (9 Hours)

Students must select one from A and one from B:

The following courses may be taken at the lower- or upper-division level:

A.

- ENGL - 1111 British Literature I (3)
- OR**
- ENGL - 1112 British Literature II (3)

B.

- ENGL - 1221 American Literature I (3)
- OR**
- ENGL - 1222 American Literature II (3)

The following courses must be taken at the upper-division level. Select one of the following based on the specialization:

Literature Specialization:

- ENGL - 3330 Studies in Literature (3)

Writing Specialization:

- ENGL - 2910 Writing Principles (3)

Selectives (9 Hours)

Literature Specialization:

*Select nine hours (three courses) from the following upper-division literature courses:*

- ENGL - 4121 Advanced Survey of Black Literature (3)
- ENGL - 4141 American Poets (3)
- ENGL - 4172 Contemporary Native American Authors (3)
- ENGL - 4483 Literature of the Environment (3)
- ENGL - 4505 Major English Authors (3)
- ENGL - 4510 Major American Authors (3)
- ENGL - 4515 Major Black Authors (3)
- ENGL - 4520 Contemporary Literature (3)
- ENGL - 4550 Shakespeare's Plays (3)

Writing Specialization:

*Select nine hours (three courses) from the following upper-division writing courses:*

- ENGL - 4100 Advanced Composition (3)
- ENGL - 4205 Modern English Grammar (3)
- ENGL - 4600 Rhetorical Theory and Practice (3)
- ENGL - 4625 Advanced Writing (3)
- ENGL - 4626 Technical Writing I (3)

Total - 18 Hours

## **Gender and Sexuality Studies Minor**

The College of Arts and Sciences minor in Gender and Sexuality Studies seeks to provide students with an understanding of gender's centrality to culture using interdisciplinary approaches. Gender and Sexuality Studies examines gender across cultures and historical periods while inquiring into the ways these concepts are represented in various forms, including popular culture, the media, literature, and the arts. A minor in Gender and Sexuality Studies can serve as a useful basis complement for students in Anthropology and Sociology, Communication, Criminal Justice, Social Sciences, English, History, Media Studies, Theatre and Performance Studies, Psychology, Business and Public Administration, Social Work, and Interdisciplinary Studies.

## Requirements for the Minor Students Must:

1. meet with the minor advisor to determine course selection and complete a study plan; and
2. complete all of the courses with a grade of "C" or better.

## Required Courses (3 Hours)

- GNSX - 2100 Introduction Gender and Sexuality Studies (3)

## Selectives (15 Hours)

*Students must select with the assistance of the minor advisor, five courses from the following. A minimum of 9 hours must be earned at the upper division level:*

- ANSO - 2100 Gender and Sexuality (3)
- ANSO - 4300 Food, Culture, and Society (3)
- ART - 4518 Women Artists (3)
- CJUS - 3450 Race, Gender, and the Justice System (3)
- COMS - 4350 Gender Communication (3)
- COMS - 4720 Communication and Identity (3)
- COMS - 4750 Critical Gender and Sexualities (3)
- ENGL - 4387 Exploding the Barriers: Studies in Race, Class, and Gender (3)
- ENGL - 4525 Women Writers (3)
- GNSX - 1200 Gender and Identity in Literature (3)
- GNSX - 2000 Topics, Gender and Sexuality (3)
- GNSX - 3099 Theories in Practice (3)
- GNSX - 3400 Global Politics of Gender (3)
- GNSX - 3450 History Of Sexuality In The US (3)
- GNSX - 3500 Methods of Inquiry (3)
- GNSX - 3600 Politics Of Reproduction (3)
- GNSX - 4000 Advanced Topics in Gender and Sexuality Studies (3)
- GNSX - 4700 Independent Study (1-3)
- GNSX - 4800 Internship in Gender and Sexuality Studies (1-3)
- GNSX - 4869 Sex, Drugs, Rock, and Recovery (3)
- HIST - 4410 Black Women in American History (3)
- HIST - 4500 Women in American History (3)
- HLSC - 4101 HIV: The Epidemic: Issues for Healthcare Providers, Educators, Employers, and Consumers (3)
- MCOM - 4560 Women in the Media (3)
- MST - 2101 Introduction to Media Studies (3)
- PHIL - 3600 Philosophy of Race, Gender, Justice and Identity (3)
- PSYC - 1605 Love: What Everyone Needs to Know (3)
- PSYC - 1606 Sex: What Everyone Needs to Know (3)
- PSYC - 3465 Psychology of Spiritual Development (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)
- SOC - 2800 Sociology of Marriage and Family (3)
- SOC - 3400 Work and Family Life (3)

- SOC - 3700 Sociology of Sports (3)
- SOSOC - 4575 Women and Social Action (3)

## Special Topics Courses

In addition to the above, relevant offerings of the following Special Topics Courses in related disciplines may be used for the selectives with the minor advisor's approval:

- COMS - 4090 Topics in Communication (3)
- CJUS - 5000 Special Topics in Criminal Justice (3)
- ENGL - 4080 English Special Topics (3)
- MCOM - 4070 Media Workshop (3)
- SOC - 4000 Topics in Sociology (3)

## **Global Studies (Social Science) Minor**

An undergraduate minor in Social Science - Global Studies is offered through the College of Arts and Sciences for student majoring in other fields. This minor is particularly appropriate for those students who anticipate significant use of the broad critical and analytical skills and understanding that Global Studies embodies. The Social Science minor in Global Studies is for those who wish to develop these additional marketable skills with the substantive fields offered.

## General Requirements

Students must meet all university requirements for a minor.

## Required Courses (3 Hours)

- GBLS - 1100 Introduction to Global Studies (3)

## Lower Division Selectives (6 Hours)

- ENGL - 2331 World Literature I (3)
- ENGL - 2332 World Literature II (3)
- ENGL - 2333 Regional World Literature (3)
- GBLS - 2100 Cross-cultural Relationships (3)
- GEOG - 1100 Geography, Non-Western World (3)
- GEOG - 2500 World Regional Geography (3)
- HIST - 2700 World History to 1500 (3)
- HIST - 2710 World History Since 1500 (3)
- LACL - 2100 Introduction to Latin American, Caribbean, and Latino Studies (3)
- MUS - 1500 Music of the World (3)
- POLS - 2950 Transformation of Global System (3)
- RELS - 2111 Philosophy of World Religion (3)

## Upper Division Selectives (9 Hours)

- CJUS - 4380 International Peace Initiatives (3)

- CJUS - 4465 Comparative International Criminal Justice Systems (3)
- GEOG - 4470 Human Geography (3)
- GNSX - 3400 Global Politics of Gender (3)
- HIST - 4003 Topics in Global History (3)
- HIST - 4115 Modern African History (3)
- HIST - 4300 Modern Middle Eastern History (3)
- HIST - 4330 Ancient Chinese History (3)
- HIST - 4340 Modern Chinese History (3)
- HIST - 4420 Caribbean History (3)
- HIST - 4460 Latin America to Independence (3)
- HIST - 4470 Latin America from Independence (3)
- HIST - 4480 Pre-Colonial African History (3)
- HIST - 4510 Women in World History (3)
- HIST - 4650 Modern European History (3)
- HIST - 4670 Russia in the 20th Century (3)
- ICS - 4650 Latin America: Culture and Society (3)
- MST - 3099 Global Media Literacy (3)
- MST - 4431 Latin America Media Systems (3)
- MST - 4434 Asian Media Systems (3)
- PHIL - 4254 Chinese Thought (3)
- POLS - 3150 Comparative Political Analysis (3)
- POLS - 4330 Modern Middle Eastern History and Politics (3)
- POLS - 4340 Politics of Latin America (3)
  
- POLS - 3250 International Political Economy (3)
- OR**
- SOSOC - 3250 International Political Economy (3)

Total Credit-hours - 18 Hours

## **History Minor**

The College of Arts and Sciences undergraduate minor in history provides students with a rich and thorough complement to their major field of study by requiring a sustained focus of 18 to 21 credits in United States or Global History, assists in developing their academic and professional skills, and provides opportunities to participate in responsible citizenship and democratic engagement. The program emphasizes the development of skills that are essential for success in the workplace and the students' chosen careers. The curriculum is designed to help students build their skills in critical thinking, oral and written communication, and research and information retrieval. Students completing the undergraduate minor in history will have developed the ability to think clearly and critically and to assess and analyze complex issues and arguments—skills that can be applied to many different occupations, including government work, non-profit work, public policy work, and work in cultural and social service organizations. Some history minors majoring in secondary education later obtain teacher certification and become history teachers.

## **Requirements for the Minor Students Must:**

1. meet with the minor advisor to determine course selection and complete a study plan; and
2. complete all of the courses with a grade of "C" or better.



## Introductory Requirements: (minimum 6 credits):

All students in the history minor will be required to take at least one of the introductory US history courses (HIST-1110 or HIST-1120) and at least one other course on this list:

- HIST - 1110 History of the United States to 1865 (3)
- HIST - 1120 History of the United States since 1865 (3)
- HIST - 2700 World History to 1500 (3)
- HIST - 2710 World History Since 1500 (3)

## Electives: (minimum 12 credits):

All students in the history minor will be required to take at least three of the 3-credit courses as part of the 12-credit requirement. Credits earned through Independent Study (HIST-4700/HIST-4701) or Internship in History (HIST-4800/HIST-4801) can comprise no more than 3 of the 12-credit minimum

- HIST - 3100 U.S. Economic History (3)
- HIST - 3101 Key Issues in State and Federal Constitutional Government (3)
- HIST - 4002 Topics in American History (3)
- HIST - 4003 Topics in Global History (3)
- HIST - 4100 Beyond the Dream: Current Black Social Issues (3)
- HIST - 4110 The History of Illinois and Its Constitution (3)
- HIST - 4115 Modern African History (3)
- HIST - 4150 Modern U.S. History: 1900-1945 (3)
- HIST - 4160 Modern U.S. History, 1945-Present (3)
- HIST - 4200 American Urban History (3)
- HIST - 4300 Modern Middle Eastern History (3)
- HIST - 4330 Ancient Chinese History (3)
- HIST - 4340 Modern Chinese History (3)
- HIST - 4400 Black Experience in the U.S. (3)
- HIST - 4410 Black Women in American History (3)
- HIST - 4420 Caribbean History (3)
- HIST - 4440 History of Civil Rights (3)
- HIST - 4450 African Slavery in America (3)
- HIST - 4460 Latin America to Independence (3)
- HIST - 4470 Latin America from Independence (3)
- HIST - 4480 Pre-Colonial African History (3)
- HIST - 4500 Women in American History (3)
- HIST - 4510 Women in World History (3)
- HIST - 4650 Modern European History (3)
- HIST - 4670 Russia in the 20th Century (3)
- HIST - 4700 Independent Study in American History (1-4)
- HIST - 4701 Independent Study in Global History (1-4)
- HIST - 4800 Internship in American History (1-4)
- HIST - 4801 Internship in Global History (1-4)

**Total minimum credits for History Minor - 18 Hours**

## **Human Communication Minor**

An undergraduate minor in Human Communication is offered for students majoring in other fields through the College of Arts and Sciences. This minor is particularly appropriate for those students who anticipate significant use of communications skills in their chosen field and who wish to develop additional marketable skills.

### **Requirements for the Minor**

- COMS - 2100 Foundations of Communication (3)
- COMS - 3160 Advanced Public Speaking (3)
- COMS - 4130 Interpersonal Communication (3)
- Nine hours from communication courses 4999-level or below (9)

Total -18 Hours

## **Latin American, Caribbean, and Latina/o Studies Minor**

The College of Arts and Sciences minor in Latin American, Caribbean, and Latina/o Studies seeks to provide students with an understanding of the histories, cultures, and contemporary issues of peoples from Latin American and the Caribbean and their descendants in the Americas. Using interdisciplinary and comparative approaches, it analyzes both the common and different experiences of first- and subsequent generations of immigrants from Mexico, the Caribbean, and Central and South America. It also examines the emergence, usefulness, and future of the field of Latin American, Caribbean, and Latina/o Studies.

A minor in Latin American, Caribbean, and Latina/o Studies Minor Studies will benefit any student who wants to understand the significant impact of Latina/o cultures and Latinas/os' growing political power. Majors in Criminal Justice, Social Sciences, English, Education, Psychology, Social Work, and Business, Health, and Public Administration will especially benefit from this course of study. Additionally, Interdisciplinary Studies majors will benefit from its methodological approaches.

### **Requirements for the Minor**

Students must:

1. meet with the minor advisor to determine course selection and complete a study plan; and
2. complete all of the courses with a grade of "C" or better.

### **Required Courses (3 Hours)**

- LACL - 2100 Introduction to Latin American, Caribbean, and Latino Studies (3)

### **Selectives (15 Hours)**

*Students must select, with the assistance of the minor advisor, 5 courses from the following courses or any other appropriate course that is pre-approved by the Latin American, Caribbean, and Latina/o Studies Minor advisor:*

- ART - 4523 Pre-Columbian Art Culture (3)
- COMS - 2710 Survey of Intercultural Communication (3)
- ENGL - 4131 Comparative Latin American Literature (3)
- HIST - 4420 Caribbean History (3)

- HIST - 4460 Latin America to Independence (3)
- HIST - 4470 Latin America from Independence (3)
- ICS - 4605 Perspectives in Latina/o Studies (3)
- ICS - 4650 Latin America: Culture and Society (3)
- POLS - 4340 Politics of Latin America (3)
- ICS - 4630 Hispanic Experience in the US (3)
- OR**
- POLS - 4100 Hispanic Experience in the U.S. (3)

## **Media Studies Minor**

Media Studies is an interdisciplinary field rooted in the study of mass media and communication, drawing on the traditions, theories, and methods of the humanities and social sciences. Media Studies presents students with an integrated approach to the study of media histories, forms, technologies, and production to understand the contemporary state of media practices.

## **Requirements for the Minor**

An undergraduate minor in Media Studies is offered through the College of Arts and Sciences for students who want to supplement a major in another discipline with studies in new media.

Students must meet all university requirements for a minor. In addition, students must:

- Complete and submit the Media Studies Supplemental Questions (<http://www.govst.edu/cas/mst>) prior to acceptance into the minor;
- Complete one selective course at the 3000 level, and one selective course at the 4000 level;
- Complete all courses with a grade of C or better;
- Submit transfer courses to the advisor for approval by the first week of the semester of intended graduation.

The minor is not available to students enrolled in the Media Studies major.

## **Required Courses (15 credit hours)**

- MST - 2100 Introduction to Media Production (3)
- MST - 2101 Introduction to Media Studies (3)
- MST - 2130 Media Culture and Innovation (3)
- Choose one of the following:
- MST - 2102 Digital Video Writing (3)
- MST - 3212 Social Media (3)
- Choose one of the following:
- MST - 3213 Future TV (3)
- MST - 3214 Chicagoland Media (3)

## **Selectives (6 Credit Hours)**

Students may choose from the following sample sequences or select two courses from an approved list of courses. At least one course must be selected from the 3000 level and one from the 4000 level.

Social Media & Networking

- MST - 3221 Social Design and Crowd Sourcing (3)
- MST - 4220 Global Social Media and Change (3)  
Multimedia Writing
- MST - 3750 Media Storytelling (3)
- MST - 4130 Writing for Multimedia (3)  
Global Media Analysis & Interpretation
- MST - 3412 International Media Flow (3)
- MST - 4440 Media Globalization (3)  
Interdisciplinary New Media Project
- MST - 3750 Media Storytelling (3)
- MST - 4990 Social Laboratory (3)

Total - 21 Hours

## **Philosophy Minor**

The College of Arts and Sciences undergraduate minor in Philosophy is offered for students who wish to supplement their scholarly preparation in another major discipline with a substantial amount of coursework in Philosophy. A minor in Philosophy is particularly appropriate for those who wish to hone their reasoning and critical-thinking, to pursue self-knowledge, or to develop a theoretical perspective on their major discipline.

A minor in Philosophy can serve as a useful basis for students in Anthropology & Sociology, Biology, Chemistry, Criminal Justice, Environmental Studies, Gender & Sexuality Studies, Health Administration, History, Political Science, Psychology, Social Science, or Social Work.

## **Requirements for the Minor**

Students must meet all university requirements for a minor. In addition, students must contact the advisor regarding the requirements listed below, submit transfer courses to the advisor for approval of the minor by the first week of the term of intended graduation, and complete all courses with a "C" grade or better.

## **Required Courses**

Students must complete one course from Group A and one course from Group B:

Group A:

- PHIL - 1886 Logic and Practical Reasoning (3)
- Or
- PHIL - 3881 Theory of Knowledge (3)
- Or

Group B:

- PHIL - 1202 Introduction to Ethics (3)
- Or
- PHIL - 4402 Advanced Ethics: Theory and Practice (3)
- Or
- PHIL - 4600 Political Philosophy (3)

## Selectives (12 Hours)

In addition to courses completed toward satisfaction of required courses from Group A or B, students must complete any four of the following courses:

- PHIL - 1100 Introduction to Philosophy (3)
- PHIL - 1202 Introduction to Ethics (3)
- PHIL - 1886 Logic and Practical Reasoning (3)
- PHIL - 2111 Philosophy of World Religions (3)
- PHIL - 2112 Philosophical Issues in Religion (3)
- PHIL - 3101 Studies in Philosophy (3)
- PHIL - 3202 Environmental Ethics (3)
- PHIL - 3333 Ethics in Healthcare (3)
- PHIL - 3600 Philosophy of Race, Gender, Justice and Identity (3)
- PHIL - 3881 Theory of Knowledge (3)
- PHIL - 4111 Comparative Philosophy of Science and Religion (3)
- PHIL - 4254 Chinese Thought (3)
- PHIL - 4319 Women In Philosophy (3)
- PHIL - 4344 Black And Africana Philosophy (3)
- PHIL - 4402 Advanced Ethics: Theory and Practice (3)
- PHIL - 4600 Political Philosophy (3)

Total - 18 Hours

## **Practical and Professional Ethics Minor**

The College of Arts and Sciences undergraduate minor in Practical and Professional Ethics is offered for students wishing to supplement their study of another major discipline with substantial cross-disciplinary coursework in ethics. A minor in Practical and Professional Ethics is suitable for students pursuing any major, but can be especially useful for students majoring in Management and Business; Nursing, Physical Therapy, Occupational Therapy, or Healthcare Administration; Social Work; Communication Studies or Media Studies; Chemistry, Biology, or Environmental Studies; and Criminal Justice, Political Science, or Social Sciences.

## General Requirements

Students must meet all university requirements for a minor. In addition, students must contact the advisor regarding the requirements listed below, submit transfer courses to the advisor for approval of the minor by the first week of the term of intended graduation, and complete all courses with a "C" grade or better.

## Required Courses (3 Hours)

- PHIL - 1202 Introduction to Ethics (3)

## Selectives (12 Hours)

In addition to courses completed toward satisfaction of Requirement II above, students must complete any four of the following courses:

- CJUS - 3250 Foundations of Restorative Justice (3)
- CJUS - 3440 Exploring Ethics in the Justice System (3)
- COMS - 4850 Communication Ethics (3)
- HLAD - 3109 Ethics in Healthcare Admin (3)
- MGMT - 3099 Business Ethics and Social Responsibility (3)
- PHIL - 3202 Environmental Ethics (3)
- PHIL - 3333 Ethics in Healthcare (3)
- PHIL - 4402 Advanced Ethics: Theory and Practice (3)
- PSYC - 3099 Ethics in Psychology (3)

## Domain-specific Application (3 Hours)

Students must complete 3 credits in upper-level domain-specific non-ethics coursework that complements one or more domain-specific ethics course they have completed from the list of selectives. For example, students who complete MGMT 3099 may take another course in business; students who complete PHIL 3202 may take another course in environmental studies; students who complete COMS 4850 may take another course in communication studies or media studies, etc...

## Total - 18 Hours

## **Pre-Law Minor**

The College of Arts and Sciences Pre-Law Minor program of study is open to undergraduate students university-wide. It will support the development of students who wish to pursue a legal education, and will assist students in the program with LSAT preparation, drafting of individual personal statements, creating law school attractive undergraduate profiles, providing advice on securing proper letters of recommendation, counseling on selecting appropriate law schools, and assisting with the application process. Students who complete the Pre-Law Minor program will gain better access to law school, legal careers, and methods of financing their legal education, and will provide them professional networking opportunities that will benefit them during the law school application process, during their matriculation in law school, and following law school graduation.

## Requirements for the Pre-Law Minor

Students must meet all university requirements for a minor. Students may submit up to 9 hours of equivalent transfer courses (acceptability of transfer courses determined by the Pre-Law Advisor). In addition, students must:

### Pre-Law core courses

Complete 12 hours of course work from the following list of Pre-Law core courses, each with a grade of "B" or better:

- CJUS - 2360 Judicial Process and Constitutional Issues in Criminal Justice (3)
- CJUS - 3440 Exploring Ethics in the Justice System (3)
- ENGL - 4100 Advanced Composition (3)
- PHIL - 1886 Logic and Practical Reasoning (3)

### Elective courses

Complete a minimum of six hours of elective courses from the list below, each with a grade of "B" or better:

- CJUS - 3250 Foundations of Restorative Justice (3)

- CJUS - 4465 Comparative International Criminal Justice Systems (3)
- COMS - 4090 Topics in Communication (3) - Negotiating Skills
- POLS - 2100 American National Government (3)
- PSYC - 1101 Principles of Psychology (3)
- PSYC - 2345 Social Psychology (3)

Total: 18 hours

## **Religious Studies Minor**

The College of Arts and Sciences undergraduate minor in Religious Studies is offered for students who wish to supplement scholarly study of another major discipline with a substantial amount of coursework in Religious Studies. A minor in Religious Studies is suitable for students pursuing any major, but can be especially useful for students majoring in Anthropology & Sociology, Communications, Gender & Sexuality Studies, History, English, Political Science, Psychology, or Political Science.

## **General Requirements**

Students must meet all requirements for a minor. All required courses and selectives for the minor must be completed with a "C" or higher.

## **Required Courses (3 Hours)**

Students must complete one of the following introductory-level courses:

- RELS - 2100 Introduction to Religious Studies (3)  
*Or*
- RELS - 2111 Philosophy of World Religion (3)  
*Or*
- RELS - 2112 Philosophy and Religion (3)

## **Selectives (15 Hours)**

In addition to the Required 3-credit hour Course, students must complete any five of the following courses:

- RELS - 2100 Introduction to Religious Studies (3)
- RELS - 2111 Philosophy of World Religion (3)
- RELS - 2112 Philosophy and Religion (3)
- RELS - 2115 Religious Scriptures and Sacred Texts (3)
- RELS - 4100 Anthropology and Sociology of Religion (3)
- RELS - 4101 Liberation Theology in Latin America (3)
- RELS - 4111 Comparative Study of Science and Religion (3)
- RELS - 4254 Studies in Chinese Thought (3)
- RELS - 4330 Religions of the Middle East (3)
- RELS - 4500 Topics in Religious Studies (3)

Total - 18 Hours

## **Sociology Minor**

The College of Arts and Sciences offers a Minor in Sociology at the undergraduate level. This minor is a good fit for students majoring in other fields, but who find it helpful to master the foundational knowledge of human social lives, groups, and societies to gain a deeper understanding of how society works. Students in this minor gain knowledge and marketable skills necessary to develop solutions to real-world problems, which is an asset to any career in an increasingly global society.

### **Requirements for a Minor in Sociology**

#### **General Requirements**

Students must meet all requirements for a minor.

All required courses and selectives for the minor must be completed with a "C" or higher.

#### **Required Courses (12 Hours)**

- ANSO - 4400 Theories of Social Science (3)
- SOC - 1100 Introduction to Sociology (3)  
**OR**
- SOC - 2100 Contemporary Social Issues (3)
- SOC - 3150 Self and Society (3)
- SOC - 3200 Class Inequalities (3)

#### **Selectives (6 Hours)**

Six hours of ANSO and/or SOC courses with advisor approval.

**Total - 18 hours**

## **Spanish Minor**

An undergraduate minor in Spanish is offered for students who wish to supplement scholarly preparation in another major discipline with substantial coursework in Spanish. This minor is especially suitable for students who wish to develop a global perspective, enhance their critical thinking skills through language study, expand their employment opportunities by honing bilingual and bicultural skills, or enrich their own understanding of the world.

A minor in Spanish can be a valuable complement for students interested in Anthropology and Sociology, Business, Criminal Justice, Education, Global Studies, Healthcare Administration, History, Interdisciplinary Studies, Latin American, Caribbean, and Latina/o Studies, Media Studies, Nursing, Political Science, Pre-Law, Social Work, or other programs.

### **Requirements for the Minor**

Students must meet all university requirements for a minor. In addition, students must contact the advisor regarding the requirements listed below, submit transfer courses to the advisor for approval of the minor by the first week of the term of intended graduation, and complete all courses with a grade of "C" or better.



## Required Courses (6 Hours)

Students must complete one course from Group A and one course from Group B:

### Group A:

- SPAN - 2100 Spanish Language and Culture III (3)
- SPAN - 3200 Spanish for Business Professions (3)
- SPAN - 3300 Spanish For Criminal Justice Professions (3)
- SPAN - 3400 Spanish For The Health Professions (3)

### Group B:

- SPAN - 2200 Spanish Language and Culture IV (3)
- SPAN - 4100 Topics in Spanish (3)
- SPAN - 4200 Hispanic Experience in the U.S. (3)
- LACL - 2100 Introduction to Latin American, Caribbean, and Latino Studies (3)

## Selectives (12 Hours)

Select four courses from the list below. Note - courses used to complete the required courses can not be repeated to fulfill the 12 credit-hour selective requirement:

- ART - 4523 Pre-Columbian Art Culture (3)
- ENGL - 4131 Comparative Latin American Literature (3)
- HIST - 4420 Caribbean History (3)
- HIST - 4460 Latin America to Independence (3)
- HIST - 4470 Latin America from Independence (3)
- ICS - 4605 Perspectives in Latina/o Studies (3)
- ICS - 4650 Latin America: Culture and Society (3)
- LACL - 2100 Introduction to Latin American, Caribbean, and Latino Studies (3)
- MST - 4431 Latin America Media Systems (3)
- POLS - 4340 Politics of Latin America (3)
- RELS - 4101 Liberation Theology in Latin America (3)
- SPAN - 1100 Spanish Language and Culture I (3)
- SPAN - 1200 Spanish Language and Culture II (3)
- SPAN - 2100 Spanish Language and Culture III (3)
- SPAN - 2200 Spanish Language and Culture IV (3)
- SPAN - 3200 Spanish for Business Professions (3)
- SPAN - 3300 Spanish For Criminal Justice Professions (3)
- SPAN - 3400 Spanish For The Health Professions (3)
- SPAN - 4100 Topics in Spanish (3)
- SPAN - 4200 Hispanic Experience in the U.S. (3)

Total Credit Hours: 18 Hours

## **Theatre and Performance Studies Minor**

The College of Arts and Sciences undergraduate minor in Theatre and Performance Studies is offered for students who wish to supplement a major in another discipline with study in performance. The minor is especially appropriate for students who would like to develop an understanding of the role of storytelling on stage and in everyday life, awareness of cultural diversity and civic engagement, as well as heightened communication and critical thinking skills. Depending on the student's major, a minor in Theatre and Performance Studies can enhance prospects for a variety of employment endeavors and for admission to graduate or professional study.

## General Requirements

Students must meet all university requirements for a minor. In addition, students must:

1. complete all courses with a grade of "C" or better; and
2. submit transfer courses to the advisor for approval by the first week of the semester of intended graduation.

## Required Courses (16 credit hours)

- TAPS - 1100 Theatre Appreciation (3)
- TAPS - 2100 The Storytelling Tradition (3)
- TAPS - 2210 Introduction to Acting (3)
- TAPS - 3800 Practicum (1)  
Select from one of the following courses:
  - TAPS - 3250 Performing Culture and Identity (3)
  - TAPS - 4250 Performance and Social Change (3)  
Select one of the following courses:
    - TAPS - 3600 Classical History of Theatre (3)
    - TAPS - 3650 Contemporary History of Theatre (3)

## Electives (6 credit hours)

Select two approved courses, at least one 3000-level or higher.

**Total - 22 Hours**

# **Graduate Certificate**

## **English Education Certificate**

This is a post-baccalaureate certificate to prepare graduates of English programs for teacher licensure in English Language Arts at the secondary education level is offered through the College of Arts and Sciences.

## **Teacher Licensure**

This sequence of courses is approved by the Illinois State Board of Education and leads to the Initial Secondary Licensure in English Language Arts. To be recommended for licensure by Governors State University, students must earn a grade of "B" or better in EDUC-4999 Student Teaching: Senior Capstone: English.

To be recommended for an Illinois State Board of Education teaching license, the student must present evidence of having passed the Test of Academic Proficiency (formerly Basic Skills), Subject-Matter Knowledge, and Assessment of Professional Teaching examinations of the Illinois Certification Testing System.

Students must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in this catalog. This requirement is likely to include additional general education, education, and content courses.

Students choosing to pursue the middle school endorsement must take three (3) hours in Early Adolescent Educational Psychology and three (3) hours in Curriculum Methods for Middle School. Students should contact the Office of Secondary Education for specific course numbers.

## **Admission to English Education**

In addition to meeting all university admissions requirements for the certificate, applicants must meet the following requirements to be admitted to the English Education certificate:

1. have a bachelor's or higher in English from a regionally accredited college or university;
2. have a cumulative average G.P.A. of 2.5 or higher in all lower division courses applied to the degree program; and
3. submit a word-processed essay not to exceed 300 words explaining why the applicant wishes to be a teacher.

## **Continuation in the Certificate**

In order to continue in the certificate after the first term of enrollment, students must meet the following requirements:

1. complete EDUC - 2310 Foundations of Education (3), (or equivalent) with a grade of "B" or better;
2. submit evidence of having passed the Test of Academic Proficiency (formerly Basic Skills) of the Illinois licensure Testing system; and
3. submit scores from the ETS Proficiency Profile.

Some schools and/or school districts require criminal background checks in advance of any field experience undertaken by teacher preparation candidates in school settings. Candidates may be required to comply with these requirements. Consult with your advisor for information concerning the related GSU policies and procedures.

## **Student Progress**

The faculty monitors and evaluates student progress continually. The section, Licensure of Teachers and Other School Professionals, in this catalog provides a general description of the standards used to evaluate student progress. A more detailed

statement of the standards and processes followed by the secondary education faculty is available in the Secondary Education Undergraduate Student Handbook,  
[http://www.govst.edu/Academics/Colleges\\_and\\_Programs/College\\_of\\_Arts\\_and\\_Sciences/Secondary\\_Education\\_Programs\\_in\\_Biology,\\_Chemistry,\\_English\\_and\\_Mathematics/](http://www.govst.edu/Academics/Colleges_and_Programs/College_of_Arts_and_Sciences/Secondary_Education_Programs_in_Biology,_Chemistry,_English_and_Mathematics/)

## **Conditional Continuation**

The faculty may permit a student to continue conditionally. In such cases, faculty reviews of the student's records identify evidence that the student will likely be successful in the program. The status of all students allowed to continue under conditions is reviewed by the faculty each term, and the students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to student teaching without being in good standing status.

## **Student Handbook**

The Student Handbook Undergraduate Degrees in Secondary Education referred to in this catalog is available through the Academic Advisor.

## **Admission to Student Teaching**

Before enrolling in EDUC-4999 Student Teaching: Senior Capstone, an application for admission to student teaching must be submitted to the director of Field Experiences in the College of Education. The application must be submitted by December 1 for the fall term and January 31 for the spring term preceding the academic year in which the student intends to teach (student teaching is not offered in the summer term). This application for student teaching will certify that the student applying has or will have met the following requirements:

1. completed general education requirements with a G.P.A. of 2.75 or higher in courses taken at Governors State University;
2. completed professional education course requirements, except student teaching, including 100 clock-hours of field experience with a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course: EDUC-6301, EDUC-6302, ENGL-6080, and ENGL-6570 and ENGL-6575 with a grade of "B" or better;
3. must have completed methods courses no more than two years prior to the commencement of student teaching;
4. must have no more than six hours (at the discretion of the advisor) remaining to be completed in the major, with a G.P.A. of 3.0 or higher, and completing all courses with a grade of "C" or better;
5. met all state requirements applicable to the subject matter area(s) in which the student will teach as outlined in Section IX, Staff Qualifications of the Illinois State Board of Education publication, Minimum Requirements for State Licensure;
6. submitted evidence of having passed the English Content Area Examination of the Illinois Licensure Testing System; and
7. received a positive recommendation from the Secondary Education Student Progress Committee.

## **Degree Requirements**

Students must meet all university requirements for a license, and, in addition, students must complete the general education requirement for teacher licensure Initial High School License listed in the teacher education section of this catalog.

In addition, students must:

1. have a cumulative G.P.A. of 2.5 or higher;
2. earn a grade of "C" or better in all general education courses;
3. have a G.P.A. of 2.75 or higher for all general education courses, if applicable;

4. have a G.P.A. of 3.0 or higher in English courses with a grade of "C" or better in each course;
5. have a G.P.A. of 3.0 or higher for EDUC-3440, EDCP-6101 and SPED-6101 with a grade of "C" or better in each course;
6. earn a grade of "B" or better in EDUC-2310, EDUC-4465, ENGL-6580, ENGL-6575, and ENGL-6080.
7. earn a grade of "B" or better in EDUC-4999 Student Teaching: Senior Capstone;
8. complete a minimum of 100 clock-hours of supervised pre-student teaching experiences;
9. provide evidence of successful completion of Illinois and U.S. Constitution examinations;
10. complete at least one three-hour course in nonwestern or third world cultures;
11. show evidence of having passed the Assessment of Professional Teaching;
12. meet any additional requirements listed in the Teacher Licensure section of this catalog; and
13. receive a positive recommendation from the Secondary Education Student Progress Committee.

## Professional Education (minimum of 24 Hours)

The following courses can be taken at either the lower-division or upper-division level:

- EDUC - 2310 Foundations of Education (3)
- SPED - 2100 Survey of Students with Exceptionalities (3) /
- SPED - 6101 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3) /
- EDCP - 6101 Introduction to Educational Technology (3)

The following courses must be taken at the upper-division level:

- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDUC - 4465 Methods of Teaching English (3)
- EDUC - 6301 Secondary Microteaching 1 (1)
- EDUC - 6302 Secondary Microteaching 2 (1)
- ENGL - 6080 English Special Topics (3)
- EDUC - 4999 Student Teaching: Senior Capstone (12)

## Additional Requirements

Students may need to complete additional general education or English courses if their degree requirements do not meet the requirements of the approved Governors State University program for the endorsement in English Education.

## Minimum Total - 24 Hours at GSU

# **College of Business**

*Jun Zhao, Dean*

## **Faculty in the College of Business**

### **Division of Accounting, Finance, Management Information Systems, and Economics**

David Green, Chairperson

#### Professors

Carlos Ferran  
TJ Wang

#### Associate Professors

Anthony Andrews  
Dalsang Chung  
David Green  
William Kresse  
Brian McKenna  
Evelina Mengova  
Michael Williams

#### Assistant Professors

Mustafa Karakaplan  
Alice Keane

#### Visiting Assistant Professor

Mucahit Kochan

#### Instructor

Chevonne Alston

#### Lecturers

Jeffrey Alfano  
Michael Trendell

### **Division of Management, Marketing, and Entrepreneurship**

Olu Ijose, Chairperson

#### Professors

Olumide Ijose  
Stephen Wagner  
Jun Zhao

#### Associate Professors

Praggyan Mohanty  
Ujvala Rajadhyaksha  
Gokce Sargut  
Uday Shinde  
John Simon  
Feng Tian

#### Assistant Professors

Wonsuk Cha  
Tingting He  
Hyunkyu “Sean” Jang  
Chelsea Vanderpool

#### Lecturers

Tricia Kerns  
Cecil Wagner

## Undergraduate Programs Overview

The College of Business' primary mission is to offer an accessible, high quality education to a diverse student body primarily from the Chicago area, actively engage in research, and provide service to the community. We empower our students with the knowledge, skills and ethical perspectives needed to succeed in a technologically sophisticated global society.

In support of its mission, it is the goal of the College of Business to meet the diverse educational needs of students and society by providing:

- flexible instructional and scheduling alternatives;
- contemporary business and educational technologies and instruction that imparts current practice;
- content that is consistent with the needs and standards of business, industry, government, and community organizations that employ our graduates;
- strong theoretical foundations in knowledge of the field, with development and application of practical skills,
- supported by liberal learning;
- instruction, that is challenging, engaging, and rewarding; and
- valuable knowledge obtained through research and scholarship.

Students will graduate with a robust liberal arts foundation; the critical professional knowledge, skills, competencies, and values for successful career progression; and individual enterprise in business, nonprofit, and government organizations.

We encourage and assist our students in creating opportunities for lifelong advancement through lifelong learning. We recognize scholarship, research, and creative endeavors as inherently valuable and enriching activities. We encourage our faculty and students to engage in these activities.

Faculty, students, and staff are encouraged to make meaningful contributions as citizens, professionals, and scholars to the university community, the region and the state, and their respective disciplines.

All of the college's business programs are fully accredited by the the Association to Advance Collegiate Schools of Business (AACSB).

### ***Announcements***

Students are responsible for communicating with academic advisors, regularly checking GSU email for announcements concerning scheduling, policies, job and financial aid opportunities, and collegial activities.

## **Degree Requirements for Undergraduate Programs**

The university degree requirements for undergraduate programs are listed in the Bachelor's Degree Requirements section of this catalog.

The university and the College of Business acknowledge the transferability of the statewide Illinois Articulation Initiative General Education Core Curriculum. In addition, certain courses required to meet specific collegial degree requirements may be recognized as transferable from two-year and other colleges under the IAI. To determine the transferability of specific courses, students should consult their transfer advisor, the College of Business Academic Advising Office, or the IAI transfer website [www.itransfer.org](http://www.itransfer.org).

In addition to university degree requirements, the College of Business has the following collegial degree requirements for its bachelor's degree programs:

- All students must have a signed study plan completed in the College of Business Academic Advising Office during the first term of enrollment in the degree program.
- A minimum of 30 credit-hours must be completed in course work at Governors State University.
- Only credits earned with a grade of "C" or better in transfer course work can be applied toward degree requirements.
- The total number of credits applied toward degree requirements earned in independent studies, internships, and practica cannot exceed six hours, unless approved by the dean.
- A student who has enrolled in the same course two times without receiving a passing grade must receive permission from the Dean of the College of Business to register for that class a third time.
- Students in the College of Business must complete all required courses (i.e., core courses, concentration courses, and selective courses) with a grade of "C" or better to be eligible for graduation.
- All electives which may be applied to a degree must be approved by the Dean of the College of Business or designee.
- A maximum of six credit-hours of graduate course work earned in the last term of an undergraduate program, and before official acceptance in the graduate program, may be applied toward graduate program requirements, with permission of the division chairperson and the Dean of the College of Business.
- All students in business degree programs will be required to take a standardized assessment test as part of their capstone course to complete the degree. A fee of \$30 will be charged at the time of registration for the course.

Requirements for specific degree programs are listed below under Programs Offered.



## Minors Available through the College of Business

Undergraduate minors are available to all students. For students enrolled in programs outside the College of Business, these minors are particularly appropriate, especially for those whose career goals include management in addition to their chosen field of study.

Students majoring in Business Administration, who must choose a concentration as a requirement of the degree program, may also choose a second concentration from among the Business Administration concentration offerings, or a minor outside of Business Administration (i.e., accounting). Students in other undergraduate programs in the College of Business may choose any minor outside of their major field of study.

## Requirements for a Minor

Students must meet all university requirements for a minor.

In addition, students must:

1. complete a study plan with the Academic Advising Office;
2. complete all courses required for the minor with a grade of "C" or better;
3. complete at least nine hours of the course work required for the minor at Governors State University; and
4. submit transfer course documentation to the Academic Advising Office for approval before the first week of the semester of intended graduation.

Note: Prerequisite courses may also be required to complete a business minor. Please consult the course descriptions, the website, or a CB advisor for more detailed course information for each business minor.

## Graduate Programs Overview

The College of Business presents strong theoretical and pragmatic programs at the graduate level which prepare students for careers in business, government, and industry. The majors are designed with the understanding that students enrolled in the college are pursuing management degrees for careers in the public or private sector. Accordingly, the college offers rigorous programs of study which challenge students and provide them with the preparation to assume positions of leadership and responsibility. To this end, the college emphasizes clearly defined instructional methods and curricula that reflect the growing sophistication of modern management techniques. To prepare leaders for the 21st century, graduate majors are designed to accommodate those with undergraduate degrees in business, as well as those with undergraduate degrees in liberal arts, sciences, engineering, education, and other disciplines.

All of the college's business programs are fully accredited by the Association to Advance Collegiate Schools of Business (AACSB)

### Announcements

Students are responsible for communicating with academic advisors, regularly checking GSU email, website and myGSU portal for announcements concerning scheduling, policies, job and financial aid opportunities, and collegial activities. All official university communication will be made via GSU email accounts.

## Degree Requirements for Graduate Programs

The university degree requirements for graduate programs are listed in the Master's Degree Requirements section of this catalog.

In addition to university degree requirement for graduate programs the College of Business has the following requirements for Master Degree Programs:

- All students must have a signed study plan complete in the College of Business Academic Advising Office during the initial semester of enrollment in the degree program.
- Students must earn an overall G.P.A. of 3.0 or higher in all course work required for the degree with no more than two grades of "C" and no grades of "D" or "F".
- Only credits earned with a grade of "B" or higher will be considered for transfer credit.
- Transfer credits earned more than five years before the request to transfer will not be accepted toward meeting degree requirements.
- Transfer credits can be applied toward required courses only with the permission of the Dean.
- Credits for experiential learning will not be accepted toward meeting degree requirements unless approved by the Dean.
- A readmitted student may not apply credits earned more than five years before readmission to degree requirements, unless approved by the Dean.
- The total number of credits applied toward degree requirements earned in independent studies, internships, and practica cannot exceed six hours, unless approved by the Dean. A maximum of three hours in internships can be counted toward this total.
- A student who has received a grade of "D" or "F" in a course may only repeat the course with permission of the dean. If a passing grade is not then attained, the student may be dropped from the program.
- A maximum of six credit-hours of graduate course work earned in the last term of an undergraduate program and before official acceptance in the graduate program may be applied toward graduation requirements, with permission of the division chair and the dean.

**Student Course Load:** Graduate students may not take more than 12 hours per term without obtaining permission from the Dean of the College of Business or designee.

## **Programs Offered**

### **Division of Accounting, Finance, MIS, and Economics**

#### **Bachelor of Arts**

##### **Economics, B.A.**

Two undergraduate degrees/majors in economics are available in Economics through the College of Business. The Bachelor of Arts degree in Economics will prepare students to directly enter the public, private, and non-profit sector job markets across a broad spectrum of financial and public policy occupations. In addition students will be prepared for graduate study in the Business and Social Science areas. Students in this degree program have the opportunity to choose a second major or a minor.

#### **Degree Requirements**

Students must meet all university requirements for a bachelor's degree. Students must meet the collegial degree requirements.

#### **General Education Requirements (37-38 Hrs.)**

##### **Communications (9 credit hours)**

- Two courses in written communication (6)

- One course in oral communication (3)
- **Mathematics (3 credit hours)**
- MATH - 2100 Elementary Statistics (3)
- **Physical and Life Sciences (7 - 8 credit hours), including at least one laboratory course**
- One course from Life Sciences (3-4)
- One course from Physical Sciences (3-4)
- **Humanities (9 credit hours)**
- At least one course from humanities and at least one course from fine arts
- **Social and Behavioral Sciences (9 credits)**
- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- One additional Social and Behavioral Sciences Course (3)
- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- One additional Social and Behavioral Science Course (3)

### Business Courses (27 Hours)

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- BUS - 3200 Business Communications (3)
- BUS - 3700 Business Statistics (3)
- FIN - 3110 Principles of Financial Management (3)
- MATH - 2281 Applied Calculus (3)
- MGMT - 3099 Business Ethics and Social Responsibility (3)
- MIS - 2101 Basics of Information Technology (3)

AND select one of the following courses:

- MIS - 3101 Management Information Systems (3)
- MGMT - 2100 Principles of Business Management (3)
- MGMT - 3400 Production and Operations Management (3)
- MGMT - 3500 Organizational Behavior (3)
- MGMT - 4600 Globalization of Business (3)
- MKTG - 2100 Introduction to Marketing Management (3)

### Economics Core Courses (12 Hours)

- ECON - 3099 International Economics (3)
  - ECON - 3301 Intermediate Microeconomics (3)
  - **Or** ECON - 3404 Managerial Economics (3)
  - ECON - 3302 Intermediate Macroeconomics (3)
  - ECON - 4900 Research Methods in Economics (3)
- (to be taken in final semester)*

### Economics Selectives (12 Hours)

Select four of the following courses:

- ECON - 3111 Economics of the European Union (3)
- ECON - 3501 Money and Banking (3)
- ECON - 3502 Economic Development (3)
- ECON - 3503 Labor Economics (3)
- ECON - 3515 International Trade (3)
- ECON - 3901 Mathematical Economics (3)
- ECON - 4101 Econometrics I (3)
- ECON - 4102 Econometrics II (3)
- FIN - 3501 Investments (3)
- FIN - 4110 Advanced Corporate Finance (3)
- FIN - 4350 International Financial Management (3)
- FIN - 4530 Financial Institutions and Markets (3)
- Or other approved upper division (3000 level and above) economics or finance courses

## Electives (31 - 32 Hours)

Students are encouraged to select a second major or minor

Eighteen (18) credit hours must be upper division (3000 and above).

Total - 120 Hours

# Bachelor of Science

## **Accounting, B.S.**

The Bachelor of Science in Accounting degree program from the College of Business is designed to provide students with the basic body of knowledge, skills, and attitudes needed to enter the accounting profession (public, government, or business and industry).

Students planning to obtain the CPA certificate must complete 150 credit-hours and are encouraged to complete the coordinated 150 hour B.S. and M.S. in Accounting. See the relevant section of this catalog for more information on the Accounting, M.S. program.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree.

Students must meet the collegial degree requirements listed at the beginning of this section.

## General Education Courses (37-38 Hours)

*See the Catalog Bachelor's Degree Requirements for detailed information about the General Education Requirements for transfer students and students admitted as a freshman.*

### **Communications (9 credit hours)**

- Two courses in written communication (6)
- One course in oral communication (3)
- **Mathematics (3 credit hours)**
- MATH - 2100 Elementary Statistics (3)
- **Physical and Life Sciences (7 - 8 credit hours), including at least one laboratory course**
- One course from Life Sciences (3-4)
- One course from Physical Sciences (3-4)
- **Humanities (9 credit hours)**
- At least one course from humanities and at least one course from fine arts
- **Social and Behavioral Sciences (9 credits)**
- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- One additional Social and Behavioral Science Course (3)

## Business Core Courses (45 Hours)

All core courses for this major are offered as face-to-face and as online courses. When scheduling classes, the "course type" column will indicate if the course is offered online for that term.

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- BLAW - 2100 Business Law I (3)
- BLAW - 3100 Business Law II (3)
- BUS - 3200 Business Communications (3)
- BUS - 3700 Business Statistics (3)
- FIN - 3110 Principles of Financial Management (3)
- MATH - 2109 Finite Mathematics (3)
- **OR**
- MATH - 2281 Applied Calculus (3)
- MGMT - 2100 Principles of Business Management (3)
- MGMT - 3099 Business Ethics and Social Responsibility (3)
- MGMT - 3500 Organizational Behavior (3)
- MGMT - 4600 Globalization of Business (3)
- MGMT - 4900 Strategic Management (3)
- MIS - 2101 Basics of Information Technology (3)
- MKTG - 2100 Introduction to Marketing Management (3)

## Accounting Core Courses (18 Hours)

- ACCT - 3111 Cost Accounting I (3)
- ACCT - 3151 Intermediate Accounting I (3)
- ACCT - 3152 Intermediate Accounting II (3)
- ACCT - 3252 Accounting Information System (3)
- ACCT - 4251 Tax I (3)
- ACCT - 4354 Auditing I (3)

## Accounting Selectives (9 Hours)

*Select three of the following courses:*

- ACCT - 4112 Cost Accounting II (3)
- ACCT - 4154 Advanced Accounting (3)
- ACCT - 4252 Tax II (3)
- ACCT - 4355 Auditing II (3)
- ACCT - 4461 Government and Nonprofit Accounting (3)
- ACCT - 4501 Fraud Examination (3)
- ACCT - 4805 Internship (3)

## Electives (10-11 Hours)

## Total - 120 Hours

NOTE: Students preparing for professional certifications should choose electives as follows:

- Certified Internal Auditor (C.I.A.) Examination - ACCT-4355 is recommended.
- Certified Management Accountant (C.M.A.) Examination - ACCT-4112, ECON-3404, and MGMT-3400 are recommended.
- Certified Public Accountant (C.P.A.) Examination - ACCT-4154, ACCT-4252, and ACCT-4355 are recommended.

# Master of Science

## Accounting, M.S.

The College of Business offers a graduate major in Accounting leading to the degree of Master of Science in Accounting (M.S.).

This professional, graduate degree program is part of a coordinated 150-hour program in Accounting which allows students to earn a B.S. (after 120 hours), an M.S. (after 150 hours), and satisfy the eligibility requirements for taking the C.P.A. exam.

Although a bachelor's degree in accounting is not required for admission to the M.S. in Accounting program, students who have earned their baccalaureate degrees in other academic areas will be required to complete appropriate preparatory courses in business and accounting in addition to those required for the master's degree.

## Special Admission Requirements

In addition to university admission requirements, applicants must submit the following documents as part of their application package:

1. a GMAT or GRE score from tests administered within five years of the date of admission\*;
2. two confidential letters of recommendation from professional references (e.g. current or former college faculty member, current or former work supervisor, community leader);
3. a two-page, double-spaced statement of intent which discusses personal short and long term career goals and reasons for pursuing a MS in Accounting degree at this time and what about this particular program is going to help reach those goals. Please give specific personal examples of leadership and provide other pertinent information to help the committee select candidates who can benefit from and contribute to the program. The statement of intent offers applicants the opportunity to demonstrate writing and communication skills and supports your candidacy for the MS in Accounting; and
4. a current resume.

\*The GMAT or GRE may be waived for applicants who meet one of the following:

1. a G.P.A. of 3.5 or higher for the last 60 hours, from a regionally accredited college or university, or
2. a graduate degree from a regionally accredited college or university; or
3. five years of relevant full time work or equivalent experience that includes one or more of the following: managing people, projects, and/or budgets. Waiver requests will be reviewed and approved on a case by case basis upon verification and committee approval; or
4. meet the requirement for Guaranteed Admission to the MSA (GAMSA) program for GSU undergraduate students including:
  - a. having completed 12 hours (4 courses) in core accounting courses (ACCT-3111; ACCT-3151; ACCT-3152; ACCT-3252; ACCT-4251; or ACCT-4354) at GSU with a minimum of 3.25 from those accounting courses taken at GSU; and
  - b. having or maintaining a 3.0 GPA or higher in last 60 hours of the undergraduate degree.

Current undergraduate students may only apply for GAMSA if they have met requirement (a) and completed at least 90 hours of their undergraduate degree program with at least an overall GPA of 3.25. Approved GAMSA students may waive the letters of recommendation special admission requirement.

## Required Preparation

Applicants must complete preparatory course work for the MSA program if necessary. Required preparation coursework may be completed prior to admission to the MSA program or upon admission into the program. A bachelor's degree in accounting from an ACBSP or AACSB accredited accounting program typically satisfies all or most of the required preparation requirement, although an undergraduate accounting degree is not required to enter the MSA program. Academic advisors will evaluate transcripts to determine prior coursework that meets required preparation for the MSA program. Students must meet a "B" grade average across the following prerequisite coursework:

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- ACCT - 3111 Cost Accounting I (3)
- ACCT - 3151 Intermediate Accounting I (3)
- ACCT - 3152 Intermediate Accounting II (3)
- ACCT - 3252 Accounting Information System (3)
- ACCT - 4251 Tax I (3)
- ACCT - 4354 Auditing I (3)
- BLAW - 2100 Business Law I (3)
- BLAW - 3100 Business Law II (3)
- A finite mathematics or applied calculus course
- A written communication course

With permission of the dean, students can enroll in graduate level courses for which they have completed the prerequisites before completing all of the preparatory courses.

## Candidacy Requirements

After admission as a degree-seeking student, a student must also apply for candidacy. Application forms are available in the Academic Advising Office. To qualify for candidacy, a student must:

1. satisfy all conditions of admission;
2. maintain an overall G.P.A. of at least 3.0 (on a 4.0 scale) for all course work completed at Governors State University as a graduate student with no more than two grades of "C."
3. complete all prerequisite courses with a grade of "C" or higher in each course and overall G.P.A. of 3.0 or better; and
4. apply for candidacy after earning a minimum of 9 and a maximum of 12 graduate credit-hours (beyond prerequisite coursework). Students who complete more than 15 hours of degree requirements before attaining candidacy status may

be required to complete up to 18 additional hours, approved by the Dean, as a candidate before being approved for graduation by the college.

## Degree Requirements

Students must meet all university requirements for a master's degree.

Students must meet the collegial graduation requirements listed at the beginning of this section.

Information on these alternatives can be obtained from the Academic Advising Office.

## Business Courses (6 Hours)

*Select two of the following courses:*

- ECON - 7500 Managerial Economics and Forecasting (3)
- FIN - 7101 Financial Management (3)
- MGMT - 7400 Operations Management: Strategies and Techniques (3)
- MGMT - 7500 Organization Behavior in the Global Context (3)
- MGMT - 7600 International Business (3)
- MKTG - 7100 Strategic Marketing (3)

## Accounting Core Courses (12 Hours)

- ACCT - 6201 Seminar in Financial Accounting Theory and Practice (3)
- ACCT - 6252 Advanced Taxation of Individuals (3)
- ACCT - 6331 Accounting Information Technology and Systems (3)
- ACCT - 6355 Seminar in Auditing Standards and Applications (3)

## Master's Final Project (3 Hours)

- ACCT - 8965 Integrative Perspective on Accounting Issues (3)

## Accounting Selective Courses (6 Hours)

*Select two of the following courses:*

- ACCT - 6253 Federal Income Taxation of Partnerships and Corporations (3)
- ACCT - 6461 Government and Nonprofit Accounting (3)
- ACCT - 6501 Fraud Examination (3)
- ACCT - 7111 Seminar in Managerial Accounting Theory and Applications (3)
- ACCT - 7254 Advanced Tax Research (3)
- ACCT - 7815 Financial Statement Analysis (3)
- ACCT - 8260 Estate Planning (3)
- ACCT - 8265 Employee Benefits and Retirement (3)

## Career Selectives (6 Hours)



*Select six hours from any approved College of Business courses numbered 7000 or above. Courses must be approved by an academic advisor. Students **may not** count ACCT - 7101 Strategic Management Accounting (3) toward the Master of Science in Accounting degree program.*

Total - 33 Hours

## **Management Information Systems, M.S.**

The College of Business offers a graduate major in Management Information Systems leading to a degree of Master of Science in Management Information Systems (MIS). This degree program is an applications-focused program designed to provide students with the required body of knowledge, skills, and attitudes needed to be a successful leader in the IT profession.

A bachelor's degree in MIS is not required for admission to the program. Students who have earned their baccalaureate degrees in other academic areas will be required to complete appropriate preparatory courses in addition to those required for the master's degree.

## **Special Admission Requirements**

In addition to university admission requirements, applicants must submit the following documents as part of their application package:

1. a GMAT or GRE score from tests administered within five years of the date of admission\*;
2. two confidential letters of recommendation from professional references (e.g. current or former college faculty member, current or former supervisor, community leader);
3. a two page, double spaced statement of intent which discusses personal short and long term career goals and reasons for pursuing a MS in MIS degree at this time and what about this particular program is going to help reach those goals. Please give specific personal examples of leadership and provide other pertinent information to help the committee select candidates who can benefit from and contribute to the program. The statement of intent offers applicants the opportunity to demonstrate writing and communication skills and supports your candidacy for the MS in MIS; and
4. a current resume.

\*The GMAT or GRE may be waived for applicants who have met one of the following:

1. a G.P.A. of 3.5 or higher for the last 60 hours, from a regionally accredited college or university; or
2. a graduate degree from a regionally accredited college or university; or
3. five years of relevant full-time work experience that includes one or more of the following: managing people, projects, and/or budgets. Waiver requests will be reviewed and approved on a case-by-case basis upon verification and committee approval; or
4. meet the requirement for Guaranteed Admission to the MIS (GAMIS) program for GSU undergraduate students including:
  - a. having completed 12 hours (4 courses) in core business courses (ECON-3404; FIN-3110; MIS-3101; MGMT-3400; MGMT-3500; BUS-3700; or up to 2 MIS 3000 or 4000 selectives) at GSU with a minimum of 3.25 from those business courses taken at GSU; and
  - b. having or maintaining a 3.0 GPA or higher in last 60 hours of the undergraduate degree.

Current undergraduate students may only apply for GAMIS if they have met requirement (a) and completed at least 90 hours of their undergraduate degree program with at least an overall GPA of 3.25. Approved GAMIS students may waive the letters of recommendation special admission requirement.

## **Required Preparation**

Prerequisite courses may be waived on a course-by-course basis for students with appropriate academic or professional preparation. Generally, students with an undergraduate degree in MIS or Business completed within the five years prior to

application from a regionally accredited school, with grades of "B" or higher have satisfied most of these requirements. Applicable work experience may be demonstrated by submitting a portfolio documenting work. Each portfolio will be evaluated by the MIS faculty. Required preparation includes the following:

- Programming - coursework or experience
- Office Productivity Software - MIS - 2101 Basics of Information Technology (3) or equivalent computer applications coursework or work experience
- Information Systems Concepts - MIS - 3101 Management Information Systems (3) or equivalent computer applications coursework or work experience
- Systems Analysis - MIS - 3201 Business Systems Analysis (3) or equivalent computer applications coursework or work experience
- Database - MIS - 3401 Business Information Retrieval and Database Management (3) or equivalent computer applications coursework or work experience
- Statistics - MGMT - 6700 Foundations of Managerial Statistics (3) or MGMT - 2100 Principles of Business Management (3) and BUS - 3700 Business Statistics (3)
- Written & Oral Communications - English Composition and Speech Communication or BUS - 3200 Business Communications (3)
- Management Course - MGMT - 2100 Principles of Business Management (3) and MKTG - 2100 Introduction to Marketing Management (3)
- Accounting Course - ACCT - 6100 Foundations of Accounting (3) or ACCT - 2110 Financial Accounting (3) and ACCT - 2111 Managerial Accounting (3) and FIN - 3110 Principles of Financial Management (3)

## Candidacy Requirements

After admission as a degree-seeking student, a student must also apply for candidacy. Application forms are available in the Academic Advising Office. To qualify for candidacy, a student must:

1. satisfy all conditions of admission;
2. maintain an overall G.P.A. of at least 3.0 (on a 4.0 scale) for all course work completed at Governors State University;
3. complete foundation and prerequisite courses with a grade of "C" or higher in each course and overall G.P.A. of 3.0 or better; and
4. apply for candidacy after earning a minimum of 9 and a maximum of 12 graduate credit-hours (beyond foundation and prerequisite coursework). Students who complete more than 15 hours of degree requirements before attaining candidacy status may still be required to complete up to 18 additional hours, approved by the Dean, as a candidate before being approved for graduation by the college.

## Degree Requirements

Students must meet all university requirements for a master's degree.

Students must meet all collegial graduation requirements listed at the beginning of this section.

## Program Requirements (27 Hours)

- MIS - 7101 Information Systems and Technology (3)
- MIS - 7201 Systems Analysis and Design (3)
- MIS - 7401 Database Development and Application (3)
- MIS - 7601 Information Technology Infrastructure (3)
- MIS - 7700 ERP Systems (3)
- MIS - 6201 Information Systems Project Management (3)

- **Or** MGMT - 8440 Project Management (3)
- MIS - 6580 Information Security (3)
- **Or** CPSC - 6580 Information Security (3)
- MGMT - 7200 Problems in Business Ethics (3)
- MGMT - 7500 Organization Behavior in the Global Context (3)

## Career Sequence (6 Hours)\*

The career sequence component is based on individual career goals. Students select 6 elective graduate credit hours from their career area, to be approved by their advisor. Student career sequence courses may be in disciplines such as business, logistics and supply chain management, management information systems, information security, computer science, health informatics, and accounting. Students with a non-technical background are encouraged to pursue work in MIS or CPSC, while those students with technical backgrounds will be encouraged to pursue course work in business, management, supply chain management and logistics, accounting.

Students may choose any 6 hours of approved electives. The following courses have been approved. Courses not listed require approval of the MIS faculty:

### a. Information Security

- CPSC - 6581 Information Security Policy and Management (3)
- **OR**
- MIS - 6801 Information Security Policy and Management (3)
- CPSC - 6582 Cryptography and Network Security (3)
- CPSC - 6583 Laboratory in Information Security (3)
- CPSC - 6584 Special Topics in Information Security (3)

### b. Logistics and Supply Chain Management

- MGMT - 8400 Global Supply Chain Management (3)
- MGMT - 8410 Logistics, Transportation and Warehouse Management (3)
- MGMT - 8420 Decision Models in Supply Chain Management (3)
- MGMT - 8440 Project Management (3)

### c. Approved Elective Courses in Business, Computer Science, or Health Informatics

Students must get pre-approval from an academic advisor for additional career sequence coursework. Most 7000 or higher level courses in MGMT, MKTG, ACCT, ECON, FIN, MIS from the College of Business are acceptable if the student has met the necessary prerequisites for the course. Examples of approved graduate coursework in Health Informatics and Computer Science include:

- CPSC - 6790 Data Mining and Business Intelligence (3)
- HLAD - 7103 Information Systems for Healthcare Managers (3)
- HLAD - 7106 Database Design and Administration of Healthcare System (3)
- HLAD - 7109 Healthcare Informatics (3)
- HLAD - 8100 Health Information System Analysis and Design (3)
- HLAD - 8104 Medical Records, Information Security, and the Law (3)

*\* Three credit-hours may be waived in the Career Sequence if the graduate research thesis (MIS-8999) is done as the final project.*

## Master's Final Project Selective (3-6 Hours)

*Select one of the following:*

- MIS - 8979 Advanced Information Systems (3)
- MIS - 8989 Graduate Project (3)
- MIS - 8999 Graduate Research Thesis (6)

Total - 36 Hours

## Minor

### **Accounting Minor**

The Accounting minor from the College of Business is designed for students seeking to acquire skills in analyzing, interpreting, and communicating financial information to accompany a business or non-business major. The coursework also helps students prepare for a graduate program in accounting.

### Requirements for a Minor

#### Required Courses

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- ACCT - 3111 Cost Accounting I (3)
- ACCT - 3151 Intermediate Accounting I (3)
- ACCT - 3152 Intermediate Accounting II (3)

Plus six hours from:

- ACCT - 4112 Cost Accounting II (3)
- ACCT - 4251 Tax I (3)
- ACCT - 4252 Tax II (3)
- ACCT - 4354 Auditing I (3)
- ACCT - 3252 Accounting Information System (3)
- BLAW - 3100 Business Law II (3)

Total - 21 Hours

### **Economics Minor**

### Requirements for the Minor

The College of Business offers an economics minor designed for students seeking to understand world and local economies and to acquire analytical and critical thinking skills.

Prerequisites:

- STAT - 2100 Statistics (3)
- *or* MATH - 2100 Elementary Statistics (3)
  
- MATH - 2281 Applied Calculus (3)
- BUS - 3700 Business Statistics (3)

## Required Courses

- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
  
- ECON - 3301 Intermediate Microeconomics (3)
- **OR**
- ECON - 3404 Managerial Economics (3) \*
  
- ECON - 3302 Intermediate Macroeconomics (3)

Select two of the following courses:

- ECON - 3099 International Economics (3)
- ECON - 3501 Money and Banking (3)
- ECON - 3502 Economic Development (3)
- ECON - 3503 Labor Economics (3)
- ECON - 3515 International Trade (3)
- ECON - 3901 Mathematical Economics (3)
- ECON - 4101 Econometrics I (3)
- ECON - 4102 Econometrics II (3)
- ECON - 3000 Special Topics in Economics (1-3)
- ECON - 4800 Independent Study (3)
- ECON - 5000 Special Topics in Advanced Economics (1-3)

Total - 18 Hours

*\*For students in programs requiring ECON-3404, such as the BA in Business Administration, the course may not count toward a minor in Economics; ECON-3301 or an approved Economics selective must be taken.*

## **Finance Minor**

### Requirements for the Minor

The finance minor from the College of Business is designed for students seeking knowledge and skills in financial management, financial markets, analysis, and investments. Additional prerequisite courses may also be necessary for non-business majors.

## Required Courses

- FIN - 3110 Principles of Financial Management (3)
- FIN - 3501 Investments (3)
- FIN - 4110 Advanced Corporate Finance (3)
- FIN - 4530 Financial Institutions and Markets (3)

Select two of the following courses:

- FIN - 4201 Insurance and Risk Management (3)
- FIN - 4350 International Financial Management (3)
- FIN - 4501 Financial Options and Futures (3)
- FIN - 4502 Advanced Investments (3)

Total - 18 Hours

## **Management Information Systems Minor**

### Requirements for the Minor

The College of Business Management Information Systems minor is designed for students who want to expand their knowledge and skills in information systems including application software, database management, systems analysis, networking, and information security techniques used in organizations. The MIS minor is appropriate for both business and non-business majors across all disciplines because of the pervasiveness of information systems in organizations around the world.

## Required Courses

- MIS - 2101 Basics of Information Technology (3)
- MIS - 3101 Management Information Systems (3)
- MIS - 3201 Business Systems Analysis (3)
- MIS - 3401 Business Information Retrieval and Database Management (3)
- MIS - 3601 Telecommunications and Distributed Data Systems (3)
- Programming Course - choose one (3)
- IT - 3210 Introduction to Scripting Languages (3)
- CPSC - 3148 Computer Programming: Java (3)
- Or approved programming course.

Total - 18 Hours

# Division of Management, Marketing and Entrepreneurship

## Bachelor of Arts

### **Business Administration, B.A.**

Today's complex fast paced business environment required professionals with a wide scope of knowledge and skills beneficial to the workplace. The Bachelor of Arts in Business Administration program, offered through the College of Business, provides a solid foundation in administrative skills and knowledge leading to a successful entry or mid-level business career. The real-world curriculum offers a set of core courses with a choice of concentrations: entrepreneurship, finance, human resource management, management information systems, management, marketing, or operations and supply chain management.

#### **5-Year MBA Option**

Students enrolling in the Business Administration, BA program, with the long term goal of completing a Master of Business Administration (MBA), may consider enrolling in the 5-Year MBA track. Special Admission requirements for that track are listed in the Business Administration, M.B.A. page of this catalog.

### Degree Requirements (for all concentrations)

Students must meet all university requirements for a bachelor's degree.

Students must meet the collegial degree requirement listed at the beginning of this section and choice of concentration section below.

### General Education Requirements (37-38 Hours)

See the Catalog Bachelor's Degree Requirements for detailed information about the General Education Courses for transfer and students admitted as freshmen.

#### **Mathematics (3 credit hours):**

- MATH - 2100 Elementary Statistics (3)

#### **Communications (9 credit hours):**

- Two courses in written communications (6)
- One course in oral communications (3)

#### **Physical and Life Sciences (7 or 8 credit hours), including at least one laboratory course:**

- One course from Life Sciences (3-4)
- One course from Physical Sciences (3-4)

#### **Humanities (9 credit hours):**

- Including at least one course from humanities and at least one course from fine arts

#### **Social and Behavioral Sciences (9 credit hours):**

- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- One additional Social and Behavioral Sciences Course (3)

## BSAD Program Requirements (51-52 Hours)

All core courses for this major are offered as face-to-face and as online courses. When scheduling classes, the "course type" column will indicate if the course is offered online for that term.

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- BLAW - 2100 Business Law I (3)
- MATH - 2109 Finite Mathematics (3)
- *Or*
- MATH - 2281 Applied Calculus (3) \*
- BUS - 2200 Quantitative Methods in Business and Economics (1) \*\*
- MGMT - 2100 Principles of Business Management (3)
- MIS - 2101 Basics of Information Technology (3)
- MKTG - 2100 Introduction to Marketing Management (3)
- MGMT - 3099 Business Ethics and Social Responsibility (3)
- BUS - 3200 Business Communications (3)
- ECON - 3404 Managerial Economics (3)
- FIN - 3110 Principles of Financial Management (3)
- MIS - 3101 Management Information Systems (3)
- BUS - 3700 Business Statistics (3)
- MGMT - 3400 Production and Operations Management (3)
- MGMT - 3500 Organizational Behavior (3)
- MGMT - 4600 Globalization of Business (3)
- MGMT - 4900 Strategic Management (3)

\* We recommend *Finance Concentration* and *Operation and Supply Chain Management Concentration* students take MATH - 2281 Applied Calculus (3)

\*\* Students who complete MATH - 2281 Applied Calculus (3) or equivalent may waive BUS - 2200 Quantitative Methods in Business and Economics (1)

In addition to the degree requirements above, students must also complete one concentration from the options listed below (choose one):

### Entrepreneurship Concentration

The undergraduate major in Business Administration with an Entrepreneurship concentration is designed for students who are pursuing a career in business but hope one day to have their own business. The concentration provides students with the knowledge to start and operate a business. Students learn what it takes to face the personal challenges that accompany entrepreneurship and how to identify, evaluate, and exploit entrepreneurial opportunities.

### Concentration Courses (15 Hours)

- ENTR - 3100 Principles of Entrepreneurship (3)
- ENTR - 4100 Entrepreneurial Opportunity (3)
- ENTR - 4200 Entrepreneurial Accounting and Finance (3)

Select two of the following courses:



- ENTR - 4600 Entrepreneurial Marketing (3)
- ENTR - 4900 Entrepreneurial Project (3)
- MGMT - 4560 Business Leadership Theory and Practice (3)

Electives (15-17 hours)

Total 120 Hours

## Finance Concentration

The undergraduate major in Business Administration with a finance concentration prepares students for positions of leadership in business, government, and industry. Students are prepared for the challenges of professional life through the study of the functional area of finance.

### Concentration Courses (15 Hours)

- FIN - 3501 Investments (3)
- FIN - 4110 Advanced Corporate Finance (3)
- FIN - 4350 International Financial Management (3)
- FIN - 4530 Financial Institutions and Markets (3)

Select one of the following:

- FIN - 4201 Insurance and Risk Management (3)
- FIN - 4501 Financial Options and Futures (3)
- FIN - 4502 Advanced Investments (3)
- FIN - 4810 Internship (3)

Electives (15-17 hours)

Total - 120 Hours

## Human Resource Management Concentration

The undergraduate major in Business Administration with a human resource management concentration prepares students for positions of leadership in business, government, and industry. Students are prepared for the challenges of professional life through the study of the functional area of the management of human resources.

### Concentration Courses (15 Hours)

- MGMT - 3300 Human Resource Management (3)
- MGMT - 4330 Human Resource Training and Management Development (3)
- MGMT - 4340 Organizational Staffing (3)

Select two of the following courses:

- MGMT - 4300 Labor Relations (3)
- MGMT - 4310 Compensation and Incentive Systems (3)
- MGMT - 4350 Performance Management (3)
- MGMT - 4880 Internship (3)

Electives (15-17 Hours)

Total - 120 Hours

## Management Concentration

The undergraduate major in Business Administration with a management concentration prepares students for positions of leadership in business, government, and industry. Students are prepared for the challenges of professional life through the study of the functional areas of business management.

### Concentration Courses (15 Hours)

- MGMT - 3300 Human Resource Management (3)
- MGMT - 4410 Quality Management (3)
- MGMT - 4560 Business Leadership Theory and Practice (3)

Select two of the following courses:

- ACCT - 3111 Cost Accounting I (3)
- BLAW - 3100 Business Law II (3)
- ENTR - 3100 Principles of Entrepreneurship (3)
- MGMT - 4300 Labor Relations (3)
- MGMT - 4440 Lean Manufacturing and Six Sigma Techniques (3)
- MGMT - 4880 Internship (3)
- MGMT - 5000 Topics In Management (1-3)
- MIS - 4101 Business Decision Modeling (3)

Electives (15-17 Hours)

Total - 120 Hours

## Management Information Systems Concentration

The undergraduate major in Business Administration with a Management Information Systems concentration prepares students for positions of leadership in business, government, and industry. Students are prepared for the challenges of professional life through the study of the functional area of management information systems.

### Concentration Courses (15 Hours)

**Programming Course - Choose One of the following (3):**

- IT - 3210 Introduction to Scripting Languages (3)

- CPSC - 3148 Computer Programming: Java (3)  
Or approved Programming Course (consult with Academic Advisor for course approval).

**Required (9):**

- MIS - 3201 Business Systems Analysis (3)
- MIS - 3401 Business Information Retrieval and Database Management (3)
- MIS - 3601 Telecommunications and Distributed Data Systems (3)

**Choose one of the following (3):**

- MIS - 4201 Information Systems Project Management (3)
- MIS - 4800 Internship (3)

Electives (15-17 Hours)

Total - 120 Hours

## Marketing Concentration

The undergraduate major in Business Administration with a marketing concentration prepares students for positions of leadership in business, government, and industry. Students are prepared for the challenges of professional life through the study of the functional area of marketing.

Concentration Courses (15 Hours)

**Required (9):**

- MKTG - 3200 Consumer Behavior (3)
- MKTG - 4300 Marketing Research (3)
- MKTG - 4500 Managing Market Strategies (3)

**Select two courses from the following (6):**

- MKTG - 3500 Digital Marketing (3)
- MKTG - 3800 Professional Selling (3)
- MKTG - 4200 Promotional Strategies (3)
- MKTG - 4400 Marketing Channel Management (3)
- MKTG - 4600 International Marketing Strategies (3)
- MKTG - 4700 Customer Relationship Management (3)
- MKTG - 4880 Internship (3)

Electives (15-17 Hours)

Total - 120 Hours

## Operations and Supply Chain Management Concentration

The undergraduate major in Business Administration with an operations management concentration prepares students for positions of leadership in business, government, and industry. Students are prepared for the challenges of professional life through the study of the functional area of production management.

## Concentration Courses (15 Hours)

### **Required (9):**

- MGMT - 4400 Supply Chain Management (3)
- MGMT - 4410 Quality Management (3)
- MGMT - 4440 Lean Manufacturing and Six Sigma Techniques (3)

### **Select two courses from the following (6):**

- MGMT - 4420 Production and Inventory Control Systems (3)
- MGMT - 4430 Service Operations Management (3)
- MGMT - 4880 Internship (3)
- MGMT - 4901 Project Management (3)
- MKTG - 4400 Marketing Channel Management (3)

## Electives (15-17 Hours)

Total - 120 Hours

## **Business and Applied Science, B.A.**

The undergraduate major in Business and Applied Science, offered through the College of Business, is a capstone program to the many varied applied programs offered at community colleges. It is intended to prepare students for careers that require both technical skills and business knowledge. It is ideal for applied science program graduates (A.A.S.) interested in continuing their education in careers involving business and management.

## **Special Admission Requirements**

In addition to the university criteria, applicants must have earned an Associate of Applied Science (A.A.S.) degree in a technical major from a regionally-accredited institution of higher education. Students not meeting the admission requirement of an A.A.S. in an occupational program, but who have completed 24 or more hours in technical course work and have met other university admission criteria, may be considered for admission.

## **Degree Requirements**

Students must meet all university requirements for a bachelor's degree. Students must meet the collegial degree requirements.

## **General Education Requirements (37-38 Hours)**

See Bachelor's Degree Requirements in the catalog for detailed information about the General Education Requirements for transfer students and students admitted as freshmen.

### **Communications (9 credit hours)**

- Two courses in written communication (6)
- One course in oral communication (3)

### **Mathematics (3 credit hours)**

- MATH - 2100 Elementary Statistics (3)

### **Physical and Life Sciences (7 - 8 credit hours), including at least one laboratory course**

- One course from Life Sciences (3-4)
- One course from Physical Sciences (3-4)

**Humanities (9 credit hours)**

- At least one course from humanities and at least one course from fine arts

**Social and Behavioral Sciences (9 credits)**

- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- One additional Social and Behavioral Science Course (3)

## Program Requirements (51 Hours)

All core courses for this major are offered as face-to-face and as online courses. When scheduling classes, the "course type" column will indicate if the course is offered online for that term.

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- BLAW - 2100 Business Law I (3)
- MGMT - 2100 Principles of Business Management (3)
- MIS - 2101 Basics of Information Technology (3)
- MKTG - 2100 Introduction to Marketing Management (3)
- ENTR - 3100 Principles of Entrepreneurship (3)
- FIN - 3110 Principles of Financial Management (3)
- MIS - 3101 Management Information Systems (3)
- MGMT - 3099 Business Ethics and Social Responsibility (3)
- BUS - 3200 Business Communications (3)
- MGMT - 3300 Human Resource Management (3)
- BUS - 3700 Business Statistics (3)
- MGMT - 3400 Production and Operations Management (3)
- MGMT - 3500 Organizational Behavior (3)
- MGMT - 4600 Globalization of Business (3)
- MGMT - 4900 Strategic Management (3)

## Applied Science Courses (24 Hours)

Applied science courses transferred from the community college.

## Electives (7-8 Hours)

Any 3000 or 4000 level course approved by advisor.

Total - 120 Hours

## **Manufacturing Management, B.A.**

The College of Business Bachelor of Arts in Manufacturing Management is the perfect next step for students who graduate from a manufacturing program at community colleges. The Bachelor of Arts in Manufacturing Management is a career-oriented program that prepares students to become industry professionals capable of successfully managing human, mechanical, technological and financial resources in a manufacturing environment. This program is offered in two formats, on campus and online. Check with program advisor for details.

## Special Admission Requirements

In addition to the university criteria, applicants must have earned an associate's degree in a manufacturing program. Students without an associate's degree must have completed 60 credit hours from a regionally accredited institution, have earned 26-27 hours in specialized manufacturing-related courses and have met other university admission criteria.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree. Students must meet the collegial degree requirements.

## General Education Requirements (37-38 Hours)

*See Bachelor's Degree Requirements in the catalog for detailed information about the General Education Requirements for transfer students and students admitted as freshmen.*

### **Communications (9 credit hours)**

- Two courses in written communication (6)
- One course in oral communication (3)

### **Mathematics (3 credit hours)**

- MATH - 2100 Elementary Statistics (3)

### **Physical and Life Sciences (7 - 8 credit hours), including at least one laboratory course**

- One course from Life Sciences (3-4)
- One course from Physical Sciences (3-4)

### **Humanities (9 credit hours)**

- At least one course from humanities and at least one course from fine arts

### **Social and Behavioral Sciences (9 credits)**

- ECON - 2301 Principles of Microeconomics (3)
- ECON - 2302 Principles of Macroeconomics (3)
- One additional Social and Behavioral Science Course (3)

## Advanced Manufacturing Requirements (26-27 Hours)

Technical manufacturing courses transferred from community college

## Business Core Courses (39 Hours)

- ACCT - 2110 Financial Accounting (3)
- ACCT - 2111 Managerial Accounting (3)
- FIN - 3110 Principles of Financial Management (3)
- MIS - 2101 Basics of Information Technology (3)
- MGMT - 2100 Principles of Business Management (3)
- MKTG - 2100 Introduction to Marketing Management (3)
- MGMT - 3099 Business Ethics and Social Responsibility (3)
- BUS - 3200 Business Communications (3)
- BUS - 3700 Business Statistics (3)
- MGMT - 3400 Production and Operations Management (3)
- MGMT - 3500 Organizational Behavior (3)

- MGMT - 4600 Globalization of Business (3)
- MIS - 3101 Management Information Systems (3)

### Specialization Courses (15 Hours)

- MGMT - 3300 Human Resource Management (3)
- MGMT - 4400 Supply Chain Management (3)
- MGMT - 4410 Quality Management (3)
- MGMT - 4420 Production and Inventory Control Systems (3)
- MGMT - 4440 Lean Manufacturing and Six Sigma Techniques (3)

### Capstone (3 Hours)

- MGMT - 4901 Project Management (3)

Total - 121 Hours

## Master of Science

### **Human Resource Management, M.S.**

Beginning Fall 2019, the College of Business offers a graduate major in Human Resource Management leading to the degree of Master of Science in Human Resource Management (MS in HRM). This degree program prepares students for positions of middle and top level leadership. It is a specialized program of study designed for students with preparation in a variety of fields such as business, psychology, sociology and communications. A broad core of courses provides an in-depth understanding of human resource management operations and management. In addition, selective courses provide a working understanding of the major business functions.

The MS in HRM at GSU is offered as both a face-to-face or a fully online and highly interactive specialized master's degree in business program. All courses are taught by accessible and dedicated full-time faculty members who are experts in their fields.

#### **Special Admission Requirements**

In addition to university admission requirements, applicants must submit the following documents as part of their application package:

- two confidential letters of recommendation from professional references (e.g., current or former college faculty member, current or former work supervisor, community leader);
- current resume;
- a two-page, double-spaced statement of intent. The statement of intent offers applicants an additional opportunity to demonstrate writing and communication skills and supports candidacy for the MS in HRM degree.

Please address the following questions within your letter of intent:

- What are your personal short- and long-term career goals?
- What are your reasons for pursuing an MS in HRM degree at this time?
- How do you plan to commit to starting and completing an MS in HRM program? In this response indicate your preference for the online or face-to-face program. If online is selected, also address your feelings and experience in working with others in an online setting.

Also within this letter:

- Discuss your level of self-discipline, planning, and organizational skills and impact on family, work, or finances.
- Give specific personal examples of leadership and provide other pertinent information to help the committee select candidates who can benefit from and contribute to the program.

A cumulative G.P.A. of 3.0 or higher from a regionally accredited college or university is required.

### **Master's Final Project**

MGMT-8910 MGMT - 8910 Integrative Human Resource Management Strategies (3) is the capstone course of the MS in HRM program. It is designed, through intensive case analysis and study, to integrate the various human resource management functions and to demonstrate the student's overall knowledge and skills. Application for enrollment in MGMT-8910 is required and available in the College of Business Academic Advising Office.

### **Candidacy Requirement**

After admission as a degree-seeking student, a student also must apply for candidacy. Application forms are available in the Academic Advising Office. To qualify for candidacy, a student must:

1. satisfy all conditions of admission;
2. maintain an overall G.P.A. of at least 3.0 (on a 4.0 scale) for all course work completed at Governors State University as a graduate student with no more than two grades of "C" in all required course work;
3. complete prerequisite competencies with a grade of "C" or higher and overall G.P.A. of 3.0 or higher;
4. apply for candidacy after earning a minimum of nine and a maximum of 15 graduate credit-hours (beyond prerequisite coursework). Students who complete more than 15 hours of degree requirements before attaining candidacy status may still be required to complete up to 18 additional hours, approved by the Dean, as a candidate before being approved for graduation by the college.

## **Degree Requirements**

Students must meet all university requirements for a master's degree.

Students must meet the collegial graduation requirements listed above.

### **Prerequisite Competencies**

Written communications (English Composition and Speech Communication) or the equivalent of BUS-3200 BUS - 3200 Business Communications (3).

Some of the required coursework listed under "Required Courses" and "Business Courses" have graduate level prerequisite coursework. Generally, students with an undergraduate degree in business, completed within five years prior to application from a nationally or regionally accredited school, with a grade of "B" or higher, have satisfied most of the prerequisite requirements. Below are the graduate level prerequisite courses and their undergraduate equivalent courses which may be used to satisfy the prerequisite requirements as stated in the course descriptions:

- ACCT - 6100 Foundations of Accounting (3) (Undergraduate equivalent courses include ACCT-2110 and ACCT-2111 )
- ECON - 6100 Foundations of Economics (3) (Undergraduate equivalent courses include ECON-2301 and ECON-2302 )
- MGMT - 6700 Foundations of Managerial Statistics (3) (Undergraduate equivalent courses include MATH-2100 and BUS-3700 )

## **Required Courses (24 Hours)**



- MGMT - 7300 Human Resource Management Strategies (3)
- MGMT - 7310 Strategic Organizational Staffing (3)
- MGMT - 7320 Strategic Human Resource Development Systems (3)
- MGMT - 7330 Human Resources Analytics And Performance Management (3)
- MGMT - 7340 Strategic Human Resource Compensation (3)
- MGMT - 7500 Organization Behavior in the Global Context (3)
- MGMT - 8300 Labor Management Relations (3)
- MGMT - 8500 Leadership Dynamics (3)

### Final Project (3 Hours)

- MGMT - 8910 Integrative Human Resource Management Strategies (3)

### Business Courses (9 Hours)

Students are required to select nine hours (3 courses) from the list below. Business selectives prepare students to work with functional managers to meet their people management and related advisory needs. *Select three of the following courses:*

- MGMT - 7200 Problems in Business Ethics (3)
- MGMT - 7400 Operations Management: Strategies and Techniques (3)
- MGMT - 7600 International Business (3)
- MGMT - 8880 Internship (3)
- FIN - 7101 Financial Management (3)
- MKTG - 7100 Strategic Marketing (3)
- MIS - 7101 Information Systems and Technology (3)

**Total Credit Hours: 36 Hours**

## **Master of Business Administration**

### **Business Administration, M.B.A.**

The College of Business offers a graduate major in Business Administration leading to the degree of Master of Business Administration (M.B.A.). This degree program prepares students for positions of middle and top level leadership. It is a general management program of study designed for students with business undergraduate degrees, as well as for students with preparation in other fields. A broad core of courses provides an in-depth understanding of business operations and management. In addition, selective courses may be used to design a specialization in a single functional area if desired.

The MBA at GSU is offered as both a face-to-face or a fully online and highly interactive General Management program. Students in the face-to-face program are required to select a specialization at the time of application. Students opting for the Supply Chain specialization will complete all courses online. Other specializations are Finance, Leadership and Business Analytics. Many of the courses offered in these specialization are available online. Students are also able to build a tailored Custom specialization. All courses are taught by accessible and dedicated full-time faculty members who are experts in their fields.

### **Special Admission Requirements**

In addition to university admission requirements, applicants must submit the following documents as part of their application package:

1. a GMAT or GRE score from tests administered within five years of the date of admission\*;
2. two confidential letters of recommendation from professional references (e.g., current or former college faculty member, current or former work supervisor, community leader);
3. a current resume.
4. A two-page, double-spaced statement of intent. The statement of intent offers applicants an additional opportunity to demonstrate writing and communication skills and supports candidacy for the MBA degree.  
Please address the following questions:
  - What are your personal short- and long-term career goals?
  - What are your reasons for pursuing an MBA degree at this time?
  - How do you plan to commit to starting and completing an MBA program? In this response indicate your preference for the online or face-to-face program. If online is selected, also address your feelings and experience in working with others in an online setting.
  - Please discuss your level of self-discipline, planning, and organizational skills and impact on family, work, or finances.
  - Please give specific personal examples of leadership and provide other pertinent information to help the committee select candidates who can benefit from and contribute to the program.

*The GMAT or GRE may be waived for applicants who meet one of the following:*

1. a G.P.A. of 3.5 or higher for the last 60 hours, from a regionally accredited college or university, or
2. a graduate degree from a regionally accredited college or university; or
3. five years of relevant full-time work experience, with a minimum of 2 years as a manager or an individual contributor with responsibility for resources such as people, budgets, and equipment. Waiver requests will be reviewed and approved on a case by case basis upon verification and committee approval; or
4. meet the requirement for Guaranteed Admission to the MBA (**GAMBA**) program for GSU undergraduate students including:
  - a. having completed 12 hours (4 courses) in core business courses (ECON-3404; FIN-3110; MIS-3101; MGMT-3400; MGMT-3500; or BUS-3700) at GSU with a minimum of 3.25 from those business courses taken at GSU; and
  - b. having or maintaining a 3.0 GPA or higher in last 60 hours of the undergraduate degree.

Current undergraduate students may only apply for GAMBA if they have met requirement (a) and completed at least 90 hours of their undergraduate degree program with at least an overall GPA of 3.25. Approved GAMBA students may waive the letters of recommendation special admission requirement.

## **5-Year MBA Admission Requirements - Special Sequence for students enrolled in the GSU Business Administration, BA**

The 5-Year MBA will prepare students for middle management positions in various industries. Students will earn their BA degree at GSU after completing 120 credit hours and their MBA degree after completing 36 credit hours. Students will have the option of concentrating in any of the BA concentration areas (Entrepreneurship, Finance, Human Resource Management, Management, Management Information System, Marketing and Operations, and Supply Chain Management) and to specialize in any of the MBA specialization areas (Business Analytics, Supply Chain Management, Finance, Leadership, or a Customized specialization) in their 5th year of study. Students admitted through the 5-Year MBA track, will be required to complete 2 internships or similar experiential projects, to help them acquire relevant work experience. **Undergraduate Business Administration majors at Governors State University may elect to enroll in this track, once they have reached "junior" status.** Admission requirements include:

1. Minimum 3.25 GPA in all GSU undergraduate course work, including transfer credits, with no grade lower than a "C" in any course;

2. Minimum of 60 hours of GSU and transfer credit course work successfully completed (meaning no grade lower than a "C");
3. Completion of 4 courses (12 hours) with a minimum GPA of 3.25 from the following: ECON - 3404 Managerial Economics (3), FIN - 3110 Principles of Financial Management (3), MIS - 3101 Management Information Systems (3), MGMT - 3400 Production and Operations Management (3), MGMT - 3500 Organizational Behavior (3), BUS - 3700 Business Statistics (3).
4. Apply in the first semester after acquiring "junior" status and include a statement of intent, letters of recommendation, and a current resume.

Students interested in pursuing this track should meet with their Undergraduate Academic Advisor to assure that the program of study reflects this 5-Year MBA option.

## **Master's Final Project**

MGMT - 8900 Strategic Management in a Global Context (3) is the capstone course of the M.B.A. program. It is designed, through intensive case analysis and study, to integrate the various operating functions of a business and to demonstrate the student's overall knowledge and skills. Applications for enrollment in MGMT-8900 are required and available in the College of Business Academic Advising Office.

## **Thesis Option**

A thesis is optional for M.B.A. students. The thesis provides an opportunity for intensive study of a problem chosen by the student. The thesis option is limited to outstanding students who have been recommended by a minimum of two faculty in the College of Business and Public Administration and approved by the dean. Each student selecting to do a thesis will be required to submit a thesis proposal to a faculty member. If the proposal is approved, a thesis advisor and examining committee will be appointed by the dean or designee. A candidate who is approved for a thesis will be required to take a research methods course as approved by the advisor and to defend the thesis orally.

## **Candidacy Requirement**

After admission as a degree-seeking student, a student also must apply for candidacy. Application forms are available in the Academic Advising Office. To qualify for candidacy, a student must:

1. satisfy all conditions of admission;
2. maintain an overall G.P.A. of at least 3.0 (on a 4.0 scale) for all course work completed at Governors State University as a graduate student with no more than two grades of "C" in all required course work;
3. complete all foundation courses and prerequisite competencies with a grade of "C" or higher in each course and overall G.P.A. of 3.0 or higher, and
4. apply for candidacy after earning a minimum of nine and a maximum of 15 graduate credit-hours (beyond foundation and prerequisite coursework) and successful completion of both Professional Development Seminar I and Professional Development Seminar II. Students who complete more than 15 hours of degree requirements before attaining candidacy status may still be required to complete up to 18 additional hours, approved by the Dean, as a candidate before being approved for graduation by the college.

## **Degree Requirements**

Students must meet all university requirements for a master's degree.

Students must meet the collegial graduation requirements listed at the beginning of this section.

Students will be required to take a standardized assessment test as a part of their capstone course to complete their degree. A fee of \$35 will be charged at the time of registration for the course.

## Prerequisite Competencies

1. calculus - MATH - 2281 Applied Calculus (3) or equivalent; or MATH - 2109 Finite Mathematics (3) and BUS - 2200 Quantitative Methods in Business and Economics (1); and
2. written communications (English Composition and Speech Communication or BUS - 3200 Business Communications (3)).

## Foundation Courses (9 Hours):

- ACCT - 6100 Foundations of Accounting (3) (Equivalent: ACCT-2110 and ACCT-2111)\*
- ECON - 6100 Foundations of Economics (3) (Equivalent: ECON-2301 and ECON-2302)\*
- MGMT - 6700 Foundations of Managerial Statistics (3) (Equivalent: MATH-2100 and BUS-3700)\*

\*Foundation courses may be waived on a course-by-course basis for students with appropriate academic preparation. Generally, students with an undergraduate degree in business completed within five years prior to application from a nationally or regionally accredited school, with a grade of "B" or higher have satisfied most of these requirements. Undergraduate equivalent courses that may be used to satisfy each required foundation course are noted.

## Professional Development Seminar (0 Hours);

Professional Development is a required seminar designed to improve the interpersonal and professional skills of all MBA students. Active participation in the seminar will enhance students' marketability and success on the job. Students are required to take the seminar in the first two semesters after they have met all Prerequisite Competencies and Foundation Course requirements. The seminar is offered via Continuing Education Unit and a separate registration fee of \$400 apply.

- CE - MBA-7100 Professional Development Seminar (0)

## Required Courses (24 Hours)

- ACCT - 7101 Strategic Management Accounting (3)
- ECON - 7500 Managerial Economics and Forecasting (3)
- FIN - 7101 Financial Management (3)
- MGMT - 7400 Operations Management: Strategies and Techniques (3)
- MGMT - 7500 Organization Behavior in the Global Context (3)
- MGMT - 7600 International Business (3)
- MIS - 7101 Information Systems and Technology (3)
- MKTG - 7100 Strategic Marketing (3)

## Master's Final Project (3 Hours)

- MGMT - 8900 Strategic Management in a Global Context (3)

## Specialization (9 Hours)

A student has two options: (1) select a specialization from among those listed below; (2) select nine hours from any College of Business courses numbered 7000 or above to customize a specialization.

## Specialization Options:

### a. Business Analytics

The business analytics specialization enables students to leverage the power of big data to gain actionable business insights and improve decision-making.

- BAN - 7101 Business Analytics (3)
- BAN - 8101 Predictive Analytics (3)
- MIS - 7401 Database Development and Application (3)

### b. Finance

The finance specialization prepares students for the challenges of leadership positions in business, government, and industry as they relate to the functional area of finance. *Select three of the following courses:*

- FIN - 7501 Investments (3)
- FIN - 8101 Advanced Financial Management (3)
- FIN - 8350 International Finance (3)
- FIN - 8501 Derivatives (3)

### c. Leadership

The leadership specialization prepares students for leading people, groups, teams, and organizations to meet individual and organizational goals. *Select three of the following courses:*

- MGMT - 7200 Problems in Business Ethics (3)
- MGMT - 7320 Strategic Human Resource Development Systems (3)
- MGMT - 8500 Leadership Dynamics (3)
- MGMT - 8530 Managing Change and Innovation in Complex Organizations (3)

### d. Supply Chain Management

The supply chain management specialization assists you in identification, acquisition, access, positioning, and management of resources an organization requires to meet its strategic goals.

- MGMT - 8400 Global Supply Chain Management (3)
- MGMT - 8410 Logistics, Transportation and Warehouse Management (3)
- MGMT - 8430 Strategic Procurement and Materials Management (3)

### e. Custom Specialization

You can customize a 9 credit-hour specialization by selecting any three courses from the following list **or** from any of those listed in specializations a - d above.

- ACCT - 7815 Financial Statement Analysis (3)
- MGMT - 7300 Human Resource Management Strategies (3)
- MGMT - 8300 Labor Management Relations (3)
- MGMT - 8440 Project Management (3)

- MGMT - 8610 International Business Strategy and Organizations (3)
- MIS - 7201 Systems Analysis and Design (3)
- MIS - 7601 Information Technology Infrastructure (3)
- MIS - 7700 ERP Systems (3)
- MKTG - 8200 Buyer Behavior (3)
- MKTG - 8300 Marketing Information: Methods and Analysis (3)
- MKTG - 8600 International Marketing (3)

Total - 36 Hours (Graduate Core) and 9 Hours (Graduate Foundation as needed)

## **Minor**

### **Business Administration Minor**

The Business Administration Minor, offered through the College of Business , is designed for and offered only to non-business students. It exposes students to the core areas in business, and provides a general understanding of the business discipline, including accounting, information systems, management, and marketing.

### **Requirements for a Minor**

#### **Required Courses**

- ACCT - 2110 Financial Accounting (3)
- ECON - 2301 Principles of Microeconomics (3)
- MGMT - 2100 Principles of Business Management (3)
- MGMT - 3500 Organizational Behavior (3)
- MKTG - 2100 Introduction to Marketing Management (3)
- MIS - 3101 Management Information Systems (3)

#### **ELECTIVES (6 Hours)**

Select two (2) 3-credit hour Upper Division Business Courses (courses at the 3000 or higher level).

Total - 24 Hours

### **Entrepreneurship Minor**

### **Requirements for the Minor**

The entrepreneurship minor from the College of Business will help students apply entrepreneurial concepts, practices, and theories.

Students will be able to recognize sources of entrepreneurial opportunities, differentiate forms of entrepreneurship, and estimate the potential of a given entrepreneurial opportunity.

#### **Required Courses**

- ACCT - 2110 Financial Accounting (3)

- ENTR - 3100 Principles of Entrepreneurship (3)
- ENTR - 4100 Entrepreneurial Opportunity (3)
- ENTR - 4600 Entrepreneurial Marketing (3)
- MIS - 2101 Basics of Information Technology (3)
- MKTG - 2100 Introduction to Marketing Management (3)
- MGMT - 4560 Business Leadership Theory and Practice (3)

Total - 21 hours

## **Management Minor**

### Requirements for the Minor

The minor in management from the College of Business is designed for students seeking knowledge and skills in managing people and resources. In addition to giving a broad exposure to the basic elements of business and management, the minor is an excellent preparation for an MBA program, or a career in management.

### Required Courses

- MGMT - 2100 Principles of Business Management (3)
- MGMT - 3300 Human Resource Management (3)
- MGMT - 3400 Production and Operations Management (3)
- MGMT - 3500 Organizational Behavior (3)
- MGMT - 4600 Globalization of Business (3)
- BUS - 3200 Business Communications (3)

Total - 18 Hours

## **Marketing Minor**

### Requirements for the Minor

The College of Business minor in marketing is designed for students seeking knowledge and skills in marketing function, including consumer behavior, promotional strategies, market research, and more. In addition to giving you broad exposure to the basic elements of marketing, the minor is an excellent preparation for an MBA program, or a career in marketing.

### Required Courses

- MKTG - 2100 Introduction to Marketing Management (3)
- MKTG - 3200 Consumer Behavior (3)
- MATH - 2100 Elementary Statistics (3)
- MKTG - 4500 Managing Market Strategies (3)

### Selectives

Choose two (2) from the following courses:

- MKTG - 3500 Digital Marketing (3)
- MKTG - 3800 Professional Selling (3)
- MKTG - 4200 Promotional Strategies (3)
- MKTG - 4300 Marketing Research (3)
- MKTG - 4400 Marketing Channel Management (3)
- MKTG - 4600 International Marketing Strategies (3)
- MKTG - 4700 Customer Relationship Management (3)

Total - 18 Hours



# College of Education

*Shannon Dermer, Dean*

## Faculty in the College of Education

### Division of Education

Timothy Harrington, Chairperson

#### Professors

Steven Russell  
Colleen Sexton

#### Associate Professors

Sondra Estep  
Timothy Harrington  
Glenna Howell  
Jeannine Klomes  
Li-Wei Peng  
Xiaobo She

#### Assistant Professors

David Conrad  
Matthew Cooney  
Marlon Cummings  
Katy Hisrich  
Amy Kelly  
Megan McCaffrey  
Quincy Martin III  
Lisa Pennington  
Steven Sharp  
Amy Vujaklija

#### Lecturers

Thomas Bierdz  
Judy Cunningham  
Siobhan Dalrymple  
Raquel Herrera-Byrne  
Saundra Mickles  
Evie Plofsky  
Ellen Silver-Horrell

#### Division Functions

Andrea DalPolo, Field Experience Coordinator  
Vicki Gregory, Administrative Assistant

#### **Division of Psychology and Counseling**

Patricia Robey, Chairperson

#### Professors

Shannon Dermer  
Pat Robey

#### Associate Professors

Sasha Cervantes  
Christienne Dyslin  
Danel Koonce  
Larry Maucieri  
Shawn Patrick  
Albert Tuskenis  
Byron Waller

#### Assistant Professors

Sofie Azmy  
Tamekia Bell  
Ahmet Can  
Alli Cipra  
Sohad Murrar  
Timothy Pedigo  
Lamise Shawahin  
Ileana Ungureanu  
Maria Valgoi

#### Lecturers

Matthew Covic  
Bonnie Dickey  
Amanda Evans  
Kimanne Foraker-Koons  
Vic Fuller  
Kim Jaroszewski  
Jennifer Miroballi  
Kim Snow

Joi Patterson, Director  
Melinda Elliot, Assessment Coordinator

## Undergraduate Programs Overview

The College of Education prepares teachers and psychology-related professionals to function effectively in a variety of roles. The Elementary Education and Early Childhood Education programs are designed and delivered to meet the educational needs of those preparing to work as teachers with young children (birth through grade 8). Students seeking licensure for the Middle Grades will find information within the Elementary Education Program. In addition, the College of Education offers a Bachelor of Arts program in Psychology and Counseling to prepare students for entry into the mental health field and preparation for related graduate studies.

All undergraduate curricula emphasize a solid combination of liberal studies to enhance thinking and communication skills.

Undergraduate instruction combines classroom lectures with extensive field experience. The College of Education maintains excellent relationships with school districts in Cook and Will counties where student teaching and field work take place. Schools and mental health facilities throughout the Chicago area provide rich and diverse settings for the experiences related to the Psychology program.

"IAI" course designations refer to the statewide Illinois Articulation Initiative previously discussed and found at website [www.itransfer.org](http://www.itransfer.org).

## Licensure and Accreditations

The college offers undergraduate programs approved by the Illinois State Board of Education (ISBE) and subject to ISBE rules for initial teacher licensure in Elementary Education (which includes Middle Grades licensure), Early Childhood Education, and post-baccalaureate licensure in Early Childhood Education, Secondary Science, Secondary Mathematics, and Secondary English Education, and endorsements in Bilingual/ ESL, Reading, and Special Education through certificates or course requirements. The college is accredited by the National Council for the Accreditation of Teacher Education (NCATE).

## Degree Requirements for Undergraduate Programs

The university degree requirements for undergraduate programs are listed in the Bachelor's Degree Requirements section of this catalog.

Requirements for specific degree programs are listed below under Programs Offered.

## Graduate Programs Overview

The College of Education prepares counselors, psychologists, teachers, and school administrators to function effectively in a variety of instructional, guidance and counseling, and leadership roles. The college offers programs in Psychology, Counseling, and Educational Administration to meet the needs of students preparing to enter those fields or developing expertise for career advancement. Additionally the College of Education offers two doctoral programs: Counselor Education and Supervision and Interdisciplinary Leadership.

The graduate programs in School Counseling, School Psychology, and Educational Administration (Principal Leadership at MA Level and Superintendent in the Ed.D. for Interdisciplinary Leadership) are fully approved by the Illinois State Board of Education to offer related Illinois licenses. Students completing the graduate programs described below are also well prepared to pursue doctoral programs at other institutions. Graduate instruction combines classroom lectures with extensive field experience. Field experience takes place in school districts and in mental health facilities throughout the Chicago area.

## **Licensure and Accreditations**

The college offers graduate programs approved by the Illinois State Board of Education (ISBE) and subject to ISBE rules for teacher licensure in the areas of middle grades endorsement, administration, reading endorsement, special education endorsement, school counseling, and school psychology. The College is accredited by the National Council for the Accreditation of Teacher Education. The Counseling program is accredited by the Council for the Accreditation of Counseling and Related Educational Programs.

## **Degree Requirements for Graduate Programs**

The university degree requirements for graduate programs are listed in the Master's Degree Requirements section of this catalog.

Requirements for specific degree programs are listed below under Programs Offered.

### **Programs Offered**

#### **Division of Education**

#### **Bachelor of Arts**

#### **Early Childhood Education, B.A.**

The College of Education offers an undergraduate major in Early Childhood Education that prepares future teachers for teaching children birth through age eight and offers two study track options. Students successfully completing the degree program in either Option 1 (licensure) or 2 (non-licensure) obtain a bachelor's degree in Early Childhood Education. Students in Option 1 earn a Bachelor's degree in Early Childhood Education and a teaching license. Students in Option 2 earn a Bachelor's degree in Early Childhood Education but are not able to apply for a teaching license. All students in this program (Option 1 and Option 2) must complete 49-52 hours in General Education coursework, 60 hours in Professional Education coursework, and 18 hours in Teacher Specialization coursework (ESL) to meet the 120 minimum credit hours for graduation. Both options require over 200 hours of clinical experience in the field.

Option 1 is approved by the Illinois State Board of Education (ISBE) for recommendation of Initial Licensure in Early Childhood Birth - 2nd Grade by entitlement. Students completing this option may also obtain the Early Childhood Special Education Approval on their license. Four courses required for this approval are offered in the program: EDEC-3580, EDEC-4550/EDEC-4551, EDEC-4560/EDEC-4561, and EDEC-4570. Students completing this program may also obtain an English as a Second Language (ESL) Endorsement with their license through an ISBE evaluation of their transcript. Six courses required for this approval are offered in the program: BBED-4501, BBED-4520, BBED-4525, BBED-4530, BBED-4538, and BBED-4977.

Students must meet other requirements for licensure; these are listed in the Licensure of Teachers and Other School Professionals section of the catalog.

## **Program Requirements**

## Program Admission

After meeting the university admission requirements, students must meet the following requirements to continue in the Early Childhood Education program:

- be admitted to Governors State University and be in good academic standing;
- present transcripts showing a cumulative G.P.A. of 2.5 or higher on a 4.0 scale in all undergraduate work attempted from a 2 or 4 year institution;
- must have a grade of "C" or better in all general education courses used for program requirements;
- must have attained a grade of "B" or better in identified transferable teacher education courses. Identified courses must have been taken within six years of admission to GSU;
- earn a grade of "B" or better in the following courses: EDUC-2310 EDUC-2330;
- earn a grade of "B" or better in the following course taken at GSU: EDEC-3099;
- submit the GSU approved Criminal Background Check and FERPA training prior to initial field experience in the schools. Some assigned field site locations may, due to state licensing, require students to submit a brief physical exam, including a TB test, as well as a finger print background check;
- demonstrate professional dispositions through interview with faculty/staff;

## Program Retention

To remain in the program, candidates must meet the following requirements:

- Maintain a GPA of 2.75 or better in all General Education coursework, earning a grade of "C" or better in all courses
- Maintain a GPA of 3.0 or better in all Professional Education coursework, earning a grade of 'B' or better in all courses
- Maintain a GPA of 3.0 or better in all Teaching Specialization coursework, earning a grade of 'B' or better in all courses
- Complete all course work at Governors State University within five calendar years;
- Receive a positive recommendation from the Early Childhood Education faculty to continue in the program.
- Remain in positive progression via the Early Childhood Education student progress committee
- Earn satisfactory scores on assessments of professional dispositions. Exhibit expected dispositions.
- Successfully complete all key assessments and field placements
- Maintain up-to-date Criminal Background Checks, FERPA, and any other trainings

## Program Portfolio

The Program Portfolio is a selection of examples of candidate work (artifacts) that is organized according to the Illinois Professional Teaching Standards and the Standards for Licensure in Early Childhood Education and the Association of Childhood Education International Standards. Throughout the program, candidates choose artifacts to include in their portfolios, write reflections, and receive evaluations of their artifacts and reflections.

## Student Progress

The faculty monitors and evaluates candidate progress continually. The section, Licensure of Teachers and Other School Professionals, in this catalog provides a general description of the standards used to evaluate candidate progress. A more detailed statement of the standards and processes followed by the Early Childhood Education faculty is available in the Undergraduate Early Childhood Education Student Handbook.

## Conditional Continuation

The faculty may permit a candidate to continue conditionally. In such cases, faculty reviews of the candidate's records identify evidence that the candidate will likely be successful in the program. The status of all candidates allowed to continue under conditions is reviewed by the faculty each semester, and the candidates are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the candidate is informed in writing of the transfer to good standing status. A candidate may not be admitted to student teaching without being in good standing status.

## **Admission to Student Teaching (Option 1) or Practicum (Option 2)**

Before enrolling in student teaching or practicum, candidates must:

- Complete at least 49-52 hours of General Education requirements with a G.P.A. of 2.75 or higher (for courses taken at GSU) with a grade of "C" or better in each course;
- Complete all Professional Education course requirements with a G.P.A. of 3.0 or higher, with a grade of "B" or better in each course
- Complete all coursework (BBED courses) in the Teaching Specialization (ESL) with a G.P.A. of 3.0 or higher, with a grade of "B" or better in each course
- Complete and document a minimum of 100 clock-hours of pre-student teaching field experiences;
- Receive a positive recommendation from Early Childhood Education faculty.
- For Option 1 only: verify successful completion of the Early Childhood Content Area (107) Exam of the Illinois Certification Testing System

Option 1 candidates: A student teaching application certifying that the first six of these requirements have been met must be submitted to the Coordinator of Field Experiences by the provided deadline. Candidates should work with their Program Advisors in preparing this application.

Option 2 candidates: Finding a placement for practicum and either taking or registering for EDEC4820 must be completed the semester before starting practicum.

NOTE: Student teaching is not offered during the summer session. Practicum may or may not be offered during the summer session.

## **Degree Requirements (GSU)**

Candidates must meet all university requirements for a Bachelor's degree, except candidates must complete the 49-52 hour General Education Requirement for Teacher Licensure instead of the University General Education Requirement.

Candidates must also:

- Attain a GPA of 2.75 or better in all General Education coursework, earning a grade of "C" or better in all courses
- Attain a GPA of 3.0 or better in all Professional Education coursework, earning a grade of 'B' or better in all courses
- Attain a GPA of 3.0 or better in all Teaching Specialization coursework, earning a grade of 'B' or better in all courses
- Complete all course work at Governors State University within five calendar years;
- Receive a positive recommendation from the Early Childhood Education faculty
- Earn satisfactory scores on assessments of professional dispositions. Exhibit expected dispositions.
- Maintain satisfactory candidate progress as defined in the Early Childhood Education Program Handbook.
- Successfully complete all key assessments and field placements.
- Successfully complete Program Portfolio
- Receive a positive rating on Summative Student Teaching Evaluation with a grade of "B" or better

## **Licensure Requirements - ISBE (Option 1)**

In addition to the degree requirements listed, in order to obtain a teaching license and any endorsements, candidates are responsible for submitting all documentation to ISBE. Some requirements include:

- Complete and document 300 hours of field experience
- Complete and document coursework and earned grades
- Successfully complete student teaching, earning a grade of "B" or better
- Pass all state required exams including the Illinois Assessment of Professional Teaching
- Pass the edTPA portfolio
- Earn a passing score on the EC Content Area Exam 107, prior to student teaching

## Degree Requirements

### General Education Requirement for Options 1 and 2 (49-52 Hours)

Course work acceptable for meeting these requirements must be college level work and may not include remedial courses even if college credit is granted. Generally, this course work must be at the 1000-level or higher and applicable toward a degree at the institution providing the instruction. Courses with grades below "C" will not be accepted toward the degree. The courses should be taken at the lower-division level.

The General Education requirements listed below meet the criteria towards a degree from Governors State University and the criteria for a teaching license from the Illinois State Board of Education (ISBE).

- Math: 6 hours
- Science: 10 hours (3 life, 3 earth, 3 physical, 1 lab)
  - Life Science: Biology
  - Earth Science: Astronomy, Geography, Geology
  - Physical Science: Chemistry, Physics
  - Science Lab: Physics, Chemistry, Biology
- Written communication: 6 hours
- Oral communication/speech: 3 hours
- Health: 3 hours
- World Geography: 3 hours
- Psychology: 3 hours
- American Government: 3 hours
- U.S. History: 3 hours
- Interdisciplinary Humanities: 3 hours
- Literature: 3 hours
  - Children's Literature
- Fine Arts: 3 hours
- \*Non-Western Humanities or Third World Culture: 3 hours (only if not counted elsewhere)

#### NOTE:

At least one three-credit course must be taken in non-Western or Third World cultures from either humanities or social science.

### Coursework for Early Childhood Education - Option 1

#### Professional Education Coursework for Option 1 (60 Hours)

The following courses should be taken at the upper-division level:

- EDUC - 2310 Foundations of Education (3)
- EDUC - 2330 Educational Psychology I: Growth and Development of Children and Adolescents (3)
- SPED - 2100 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3)
- EDEC - 3099 Developmentally Appropriate Practices In ECE (4)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDEC - 3570 Assessment And Differentiated Instruction In Early Childhood (3)
- EDEC - 3580 Linguistics And Language Development (3)
- EDEC - 3590 STEAM In Education (3)
- EDEC - 4550 Family, Community, And Culture (3)
- EDEC - 4551 Field Experience I, Infant, Toddler, And Family (1)
- EDEC - 4560 Curriculum, Literacy, & Exceptional Learners In Preprimary Grades (3)
- EDEC - 4561 Field Experience 2, Preprimary (1)
- EDEC - 4570 Literacy In Early Childhood Education (3)
- EDEC - 4571 Field Experience 3, Literacy In Primary (1)
- EDEC - 4580 Mathematics, Science, Social Studies In Early Childhood Education (3)
- EDEC - 4581 Field Experience 4, Mathematics, Science, And Social Studies (1)
- EDEC - 4999 Student Teaching in Early Childhood Education (12)

### Teacher Specialization Coursework (ESL) for Option 1 (18 Hours)

- BBED - 4501 Teaching English as a Second Language (3)
- BBED - 4520 Foundations of Bilingual and ESL Education (3)
- BBED - 4525 Assessment of Language Minority Students (3)
- BBED - 4530 Methods and Materials for Teaching in Bilingual Programs (3)
- BBED - 4538 Cross-cultural Education (3)
- BBED - 4977 Reading Strategies in the Bilingual and ESL Classroom (3)

### NOTE:

Option 1 incorporates at least 100 clock-hours of clinical experience required for Illinois State teacher licensure, prior to student teaching.

### Coursework for Early Childhood Education - Option 2

### Professional Course Work Requirement for Option 2 (60 Hours)

The following courses should be taken at the upper-division level:

- EDUC - 2310 Foundations of Education (3)
- EDUC - 2330 Educational Psychology I: Growth and Development of Children and Adolescents (3)
- SPED - 2100 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3)
- EDEC - 3099 Developmentally Appropriate Practices In ECE (4)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EDEC - 3570 Assessment And Differentiated Instruction In Early Childhood (3)



- EDEC - 3580 Linguistics And Language Development (3)
- EDEC - 3590 STEAM In Education (3)
- EDEC - 4550 Family, Community, And Culture (3)
- EDEC - 4551 Field Experience I, Infant, Toddler, And Family (1)
- EDEC - 4560 Curriculum, Literacy, & Exceptional Learners In Preprimary Grades (3)
- EDEC - 4561 Field Experience 2, Preprimary (1)
- EDEC - 4570 Literacy In Early Childhood Education (3)
- EDEC - 4571 Field Experience 3, Literacy In Primary (1)
- EDEC - 4580 Mathematics, Science, Social Studies In Early Childhood Education (3)
- EDEC - 4581 Field Experience 4, Mathematics, Science, And Social Studies (1)
- EDEC - 4820 Leadership and Management in Early Childhood (3)
- EDEC - 4899 Practicum in Early Childhood (3-9)

### Teacher Specialization Coursework for Option 2 (18 Hours)

- BBED - 4501 Teaching English as a Second Language (3)
- BBED - 4520 Foundations of Bilingual and ESL Education (3)
- BBED - 4525 Assessment of Language Minority Students (3)
- BBED - 4530 Methods and Materials for Teaching in Bilingual Programs (3)
- BBED - 4538 Cross-cultural Education (3)
- BBED - 4977 Reading Strategies in the Bilingual and ESL Classroom (3)

### NOTE:

\*Note: Option 2 incorporates at least 100 clock-hours of clinical experience prior to practicum.

### Academic Advising

The Division of Education provides professional academic advisors to serve the needs of all of its candidates. Your program's academic advisor is the ideal first contact for:

- Individuals considering transfer into this degree program.
- Newly admitted candidates who need to develop a plan of study, including evaluation of transfer credits.
- Continuing candidates who have questions or comments on program policies, procedures, and requirements individuals considering transfer into this degree program.

Academic Advisor: Eileen Lally, 708.534.4399, elally@govst.edu

## **Elementary Education, B.A.**

The College of Education undergraduate major in Elementary Education prepares education majors to teach elementary students in grades one through six. Elementary Education majors may also pursue dual certification at the middle grades (5-8) level with one or two (depending upon specialization) additional 3-credit courses in the area of the teaching specialization and one middle grades teaching methods course in the appropriate content area for a total of 24 credit hours (see Middle Grades (Grades 5-8) Licensure below). Required general education courses expand candidates' knowledge of the subject matter content in elementary school curricula while professional education courses provide preparation for teaching and an understanding of students'

development and learning. This curriculum offers a combination of classroom instruction, intensive pre-student teaching field experiences, and a supervised student teaching experience.

## **Admission to Teacher Education**

After meeting the university admission requirements, students must meet the following requirements to become a candidate in the Elementary Education program:

- be admitted to Governors State University and be in good academic standing;
- present transcripts showing a cumulative G.P.A. of 3.0 or higher in all undergraduate work attempted;
- earn a grade of "B" or better in EMED-3321 Effective Teaching for Diverse Students and Effective Teaching Laboratory (4) and EMED-3333 Educational Linguistics (3) taken at Governors State University;
- submit an application for teacher candidacy; and
- receive a positive recommendation from the Elementary Education faculty to continue in the program.

All candidates for Illinois teacher licensure at Governors State University are required to submit to a criminal background check prior to their initial field experience in the schools. For more information on this testing, please contact the Director in the Division of Education. Consult with your advisor for information concerning related GSU policies and procedures.

## **Candidate Progress**

The faculty monitor and evaluate candidate progress continually. The section Licensure of Teachers and Other School Professionals in this catalog provides a general description of the standards used to evaluate candidate progress. A more detailed statement of the standards and processes followed by the Elementary Education faculty is available in the Elementary and Middle Grades Education Program Handbook.

## **Conditional Continuation**

The faculty may permit a candidate to continue conditionally. In such cases, faculty review the candidate's records to identify evidence that the candidate will likely be successful in the program. The status of candidates allowed to continue under conditions is reviewed by the faculty each term, and candidates are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions have been met, the candidate is informed in writing of the transfer to good standing status. Consequences for failing to meet established and agreed upon conditions for continuation may include dismissal from the program. A candidate may not be admitted to student teaching without being in good standing status.

## **Candidate Handbook**

The Elementary and Middle Grades Education Program Handbook referred to in this catalog is available through the program advisor.

## **Teacher Licensure**

This program is approved by the Illinois State Board of Education for recommendation of the Professional Educator License endorsed in Elementary Education (Grades 1-6) by entitlement. To be recommended for licensure by Governors State University, candidates must complete 49 hours of general education earning the designated GPA; 66 hours of professional education course work in Elementary Education with a grade of at least a B in every course, including EMED-4999 Student Teaching; and 18 hours in the area of teaching specialization, several of which are included in the Elementary Education requirements for general and professional education. General education courses may include both lower- and upper-division course work. Additionally, candidates must meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other

School Professionals section in this catalog. Candidates must also pass the edTPA and the Illinois Certification Testing System Elementary (Grades 1-6) Education Exam (197-200) to be recommended for licensure.

## Admission to Student Teaching

All professional course work must be completed before enrolling in student teaching. For those students teaching in a content area at the middle-grades level, all endorsement requirements must also be completed.

To be admitted to student teaching, candidates must:

1. complete all professional education courses with a grade of "B" or better;
2. complete the 49 hours of general education requirements with a G.P.A. of 2.75 or higher;
3. document 100 clock hours of pre-student teaching field experiences in conjunction with required professional education courses;
4. complete a minimum of 18 hours in the teaching specialization with a G.P.A. of 2.75 or higher;
5. complete all but three credit-hours in general education;
6. receive a positive recommendation from the Elementary and Middle Grades Education faculty; and
7. verify successful completion of the Elementary Education (Grades 1-6) Content Exam (197-200) of the Illinois Certification Testing System.

An application certifying that the first six of these requirements have been met must be submitted to the Director of Educator Preparation by March 1 of the preceding year for fall student teaching, and by December 1 of the preceding year for spring student teaching. Candidates should work with their program advisor in preparing this application.

NOTE: Student teaching is not offered during the summer session.

## Degree Requirements

Candidates must meet all university requirements for a bachelor's degree, except candidates must complete the 49-51 hour General Education Requirement for the Professional Educators License with an Elementary Endorsement (Grades 1-6) instead of the University General Education Requirement.

Candidates must also:

1. maintain a grade of B or higher in all professional education courses (66 hours required).
2. maintain a G.P.A. of 2.75 or higher in all general education courses (49 hours required) and teaching specialization courses (18 hours required).
3. complete at least one three-hour course in non-Western or Third World cultures.
4. complete all course work at GSU within five calendar years.
5. maintain satisfactory candidate progress as defined in the *Elementary and Middle Grades Education Program Candidate Handbook*.
6. receive a positive recommendation from the Elementary and Middle Grades Education faculty.

## General Education Requirement for the Professional Educators License with an Elementary Endorsement (Grades 1-6): 49 Hours

Course work acceptable for meeting these requirements must be college level work and may not include remedial courses even if college credit has been granted. Generally, this course work must be at the 1000-level or higher and applicable toward a degree at the institution providing the instruction. Courses with grades below "C" will not be accepted toward the degree. The following courses or their equivalents may be completed at the lower-division level:

### Written Communication (6 Hours)

- ENGL - 1000 Writing Studies I (3)

- ENGL - 1010 Writing Studies II (3)

**Oral Communication Performance (3 Hours)**

- COMS - 1160 Public Discourse (3)

**Mathematics (9 Hours)**

- MATH - 1423 College Algebra (3)
- MATH - 2131 Mathematical Structures and Concepts I (3)
- MATH - 2141 Mathematical Structures and Concepts II (3)

**Biological Science, Physical Science, Earth Science, and at least one 1-Hour Lab accompanying at least one of the science content area courses (10-12 Hours)**

Biology (4 Hours)

- BIOL - 1100 Human Biology (3)
- BIOL - 1101 Human Biology Laboratory (1)
- BIOL - 2102 Biological Science Foundations I (3)
- BIOL - 2107 Biological Science Foundations Laboratory (1)
- BIOL - 2104 Biological Science Foundations II (3)
- BIOL - 2109 Biological Foundations Laboratory (1)
- PHYSICAL SCIENCES (4 Hours)
- CHEM - 1111 Chemical Science Foundations I (3)
- CHEM - 1112 Chemical Science Foundations Laboratory (1)

**Or**

- PHYS - 1111 Physical Science Foundations (3)
- PHYS - 1112 Physical Science Foundations Laboratory (1)
- EARTH/SPACE SCIENCE (3 Hours)
- ASTR - 1111 Introduction to Astronomy (3)
- ASTR - 1112 Introduction to Astronomy Laboratory (1)
- PHYS - 3435 Meteorology Online (3)
- GEOLOGY (transfer with consent of advisor) (3)

**Social and Behavioral Sciences (9 Hours)**

U.S. Government (3)

- POLS - 2100 American National Government (3)
- WORLD OR ECONOMIC GEOGRAPHY (3 Hours)
- GEOG - 1100 Geography, Non-Western World (3)
- GEOG - 2500 World Regional Geography (3)
- PSYCHOLOGY (3 Hours)
- EDUC - 2330 Educational Psychology I: Growth and Development of Children and Adolescents (3)
- PSYC - 1101 Principles of Psychology (3)

**Humanities (9 Hours)**

- HIST - 1110 History of the United States to 1865 (3)
- HIST - 1120 History of the United States since 1865 (3)
- ENGL - 2131 Literature for Children and Adolescents (3)

**Fine Arts (3 Hours)**

Select one course from the following:

- ART - 1100 Art Appreciation (3)
- MUS - 2301 Survey of Music History (3)

- TAPS - 1100 Theatre Appreciation (3)

**TOTAL REQUIRED GENERAL EDUCATION CREDIT HOURS FOR BA IN ELEMENTARY EDUCATION: 49**

## Teaching Specialization: 18 Hours

In consultation with a program advisor, candidates will select 18 hours of course work, in an area of specialization which includes: English, General Science, Mathematics, or Social Sciences. At least 9 specialization hours are to be upper-division courses; no more than 9 hours are to be courses also used to satisfy general education (GE) requirements; and only one 3-hour professional education (PE) methods course is to be included in this 18 hour total. Please meet with the program advisor for assistance with courses for the Teaching Specializations listed below.

## Professional Education Courses for Elementary Education: 66 Hours

The following required courses may be taken at the lower-division level: (12 Hours)

- SPED - 2100 Survey of Students with Exceptionalities (3)
- EDCP - 2101 Introduction to Educational Technology (3)
- EDUC - 2310 Foundations of Education (3)
- EDUC - 2330 Educational Psychology I: Growth and Development of Children and Adolescents (3)

The following required courses must be taken at the upper-division level: (54 Hours)

- EMED - 3199 Professional Development Seminar I: The Mindful Educator I (3)
- EMED - 3321 Effective Teaching for Diverse Students and Effective Teaching Laboratory (4)
- EMED - 3333 Educational Linguistics (3)
- EMED - 3400 Field Experience I: Teaching English Language Arts and Creative Arts (2)
- EMED - 3404 Developmental Reading in the Elementary Grades (3)
- EMED - 3405 Literacy Across the Curriculum in the Elementary Grades (3)
- EMED - 3420 Teaching Creative Arts in the Elementary Grades (3)
- EMED - 3425 Professional Development Seminar II: 21st Century Learning (1)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- EMED - 3880 Teaching Health and Physical Education in the Elementary and Middle Grades (2)
- EMED - 4400 Field Experience II: Teaching Science, Mathematics, and Social Studies (2)
- EMED - 4404 Teaching Science in the Elementary Grades (3)
- EMED - 4405 Teaching Mathematics in the Elementary Grades (3)
- EMED - 4406 Teaching Social Studies in the Elementary Grades (3)
- EMED - 4425 Professional Development Seminar III: Effective Strategies to Promote Critical Thinking (1)
- EMED - 4450 Language Arts Assessment and Differentiated Instruction in the Elementary Grades (3)
- EMED - 4999 Student Teaching and Culminating Professional Development Seminar (12)

## NOTE:

Additional credits in Professional Education and in the area of Teaching Specialization will be required for students also seeking middle-grades licensure. (See Middle Grades Licensure below and consult your advisor.)

**Total: 121-124 Hours**

## Teaching Specializations

In consultation with a program advisor, candidates will select 18 hours of course work in the area of specialization, English, General Science, Mathematics, or Social Sciences. At least 9 specialization hours are to be upper-division courses; no more than 9 hours are to be courses also used to satisfy general education (GE) requirements; and only one 3-hour professional education (PE) methods course is to be included in this 18 hour total.

### English

#### Required Courses (15 Hours)\*

- EMED - 3333 Educational Linguistics (3) (PE)
- EMED - 3405 Literacy Across the Curriculum in the Elementary Grades (3) (PE)
- ENGL - 1112 British Literature II (3)
- ENGL - 1222 American Literature II (3)
- ENGL - 2131 Literature for Children and Adolescents (3) (GE)

#### Multicultural Selective (3 Hours)

Select one from the following\*:

- ENGL - 4111 African Novel (3)
- ENGL - 4121 Advanced Survey of Black Literature (3)
- ENGL - 4131 Comparative Latin American Literature (3)
- ENGL - 4151 Literature of Immigrant Children (3)
- ENGL - 4171 Native American Literature (3)
- ENGL - 4172 Contemporary Native American Authors (3)
- ENGL - 4181 Asian American Literature (3)
- ENGL - 4307 African American English (3)

**OR**

#### Genre Selective (3 Hours)

Select one from the following\*:

- ENGL - 3115 Studies in Mythology (3)
- ENGL - 4100 Advanced Composition (3)
- ENGL - 4141 American Poets (3)
- ENGL - 4210 Writing Poetry (3)
- ENGL - 4475 The Short Story: Crossing Cultures (3)
- ENGL - 4500 Play Analysis (3)
- ENGL - 4550 Shakespeare's Plays (3)

**\*NOTE:** If recommended courses in either Selective category above are unavailable, substitutions may be made with advisor's or coordinator's approval.

Total - 18 Hours

No more than 9 hours may be from courses also used to satisfy general education (GE) requirements, and only one 3-hour professional education (PE) methods course is included in this total. Thus, of the total 18 hours required for this specialization, 9 hours come from a combination of GE and PE course work.

Elementary Education majors also seeking licensure at the middle grades level must take additional coursework in their area of teaching specialization to total 24 hours in the area of the teaching specialization. Only the Professional Education (PE) methods course at the middle grades level (EMED - 4453 Teaching English Language Arts in the Middle Grades (3), EMED - 4455 Teaching Science in the Middle Grades (3), EMED - 4457 Teaching Mathematics in the Middle Grades (3), EMED - 4459 Teaching Social Studies in the Middle Grades (3)) may be included in the teaching specialization courses. Secondary Education majors are not required to add any courses to those totaling 24 credit hours in their area of teaching specialization.

## General Science

### Required Course (3 Hours)

- EMED - 4404 Teaching Science in the Elementary Grades (3) (PE)

### Biology (4 Hours)

Select from the following\*:

- BIOL - 1100 Human Biology (3) (GE)
- BIOL - 1101 Human Biology Laboratory (1) (GE)
- BIOL - 2102 Biological Science Foundations I (3) (GE)
- BIOL - 2107 Biological Science Foundations Laboratory (1) (GE)
- BIOL - 2104 Biological Science Foundations II (3) (GE)
- BIOL - 2109 Biological Foundations Laboratory (1) (GE)
- BIOL - 3316 Plant Diversity Lecture (2)
- BIOL - 3317 Plant Diversity Laboratory (1)
- BIOL - 3320 Animal Diversity (2)
- BIOL - 3321 Animal Diversity Laboratory (1)

### Chemistry (4 Hours)

Required\*:

- CHEM - 1111 Chemical Science Foundations I (3) (GE)
- CHEM - 1112 Chemical Science Foundations Laboratory (1) (GE)

### Physics (4 Hours)

Select from the following\*:

- PHYS - 2141 Intermediate Physics I (3)
- PHYS - 2142 Intermediate Physics Lab I (1)
- PHYS - 2143 Intermediate Physics II (3)
- PHYS - 2144 Intermediate Physics Lab II (1)

## Earth and Space Science (3 Hours)

Select one of the following\*:

- PHYS - 1200 Earth and Space Science (3)
- PHYS - 3435 Meteorology Online (3) (GE)

**\*NOTE:** If recommended courses in any category above are unavailable, substitutions may be made with advisor's or coordinator's approval.

## Total - 18 Hours

No more than 9 hours are to be courses also used to satisfy general education (GE) requirements, and only one 3-hour professional education (PE) methods course is to be included in this total. Thus, of the total 18 hours required for this specialization, 12 hours come from a combination of GE and PE course work.

Elementary Education majors also seeking licensure at the middle grades level must take additional coursework in their area of teaching specialization to total 24 hours in the area of the teaching specialization. Only the Professional Education (PE) methods course at the middle grades level (EMED - 4453 Teaching English Language Arts in the Middle Grades (3), EMED - 4455 Teaching Science in the Middle Grades (3), EMED - 4457 Teaching Mathematics in the Middle Grades (3), EMED - 4459 Teaching Social Studies in the Middle Grades (3)) may be included in the teaching specialization courses. Secondary Education majors are not required to add any courses to those totaling 24 credit hours in their area of teaching specialization.

## Mathematics

### Required Courses (12 Hours)\*

- EMED - 4405 Teaching Mathematics in the Elementary Grades (3) (PE)
- MATH - 1423 College Algebra (3)
- MATH - 2131 Mathematical Structures and Concepts I (3) (GE)
- MATH - 2141 Mathematical Structures and Concepts II (3) (GE)

### Selectives (6 Hours)

Select two from the following\*:

- MATH - 2100 Elementary Statistics (3)
- MATH - 2150 Discrete Mathematics (3)
- MATH - 2281 Applied Calculus (3)
- MATH - 3155 Number Theory for Teachers (3)
- MATH - 3331 Geometry (3)
- LAS - 4127 Investigations in Mathematical Thought (3)
- CPSC - 2100 Introduction to Computing (3)

Additional selectives may be considered upon request.

**\*NOTE:** If recommended courses above are unavailable, substitutions may be made with advisor's or coordinator's approval.

## Total - 18 Hours



No more than 9 hours are to be from courses used to satisfy general education (GE) requirements, and only one 3-hour professional education (PE) methods course is to be included in this total. Thus, of the total 18 hours required for this specialization, 12 hours come from a combination of GE and PE course work.

Elementary Education majors also seeking licensure at the middle grades level must take additional coursework in their area of teaching specialization to total 24 hours in the area of the teaching specialization. Only the Professional Education (PE) methods course at the middle grades level (EMED - 4453 Teaching English Language Arts in the Middle Grades (3), EMED - 4455 Teaching Science in the Middle Grades (3), EMED - 4457 Teaching Mathematics in the Middle Grades (3), EMED - 4459 Teaching Social Studies in the Middle Grades (3) ) may be included in the teaching specialization courses. Secondary Education majors are not required to add any courses to those totaling 24 credit hours in their area of teaching specialization.

## Social Science

### Required Course (3 Hours)

- EMED - 4406 Teaching Social Studies in the Elementary Grades (3) (PE)

### Anthropology (3 Hours)

Select one from the following\*:

- ANTH - 1100 Cultural Anthropology (3)
- ANTH - 2500 Archaeology (3)
- ANTH - 3400 Language and Culture (3)
- ANSO - 3300 Ecology, Environment, and Culture (3)

### Economics (3 Hours)

- ECON - 2302 Principles of Macroeconomics (3)

### History (3 Hours)

Select one from the following\*:

- HIST - 1110 History of the United States to 1865 (3) (GE)
- HIST - 1120 History of the United States since 1865 (3) (GE)
- HIST - 2700 World History to 1500 (3)
- HIST - 2710 World History Since 1500 (3)

### Political Science (3 Hours)

Select one from the following\*:

- POLS - 2100 American National Government (3) (GE)
- POLS - 3150 Comparative Political Analysis (3)
- POLS - 3900 Seminar in Civic Engagement (3)
- POLS - 4100 Hispanic Experience in the U.S. (3)
- POLS - 4110 Black Politics in America (3)

- POLS - 4375 Conflict Resolution (3)

### Sociology (3 Hours)

Select one from the following\*:

- SOC - 3100 Studies in American Society (3)
- SOC - 3150 Self and Society (3)
- SOC - 3200 Class Inequalities (3)
- SOC - 3300 Principles of Urban Studies (3)
- SOC - 3400 Work and Family Life (3)

**\*NOTE:** If recommended courses in any category above are unavailable, substitutions may be made with advisor's or coordinator's approval.

### Total - 18 Hours

No more than 9 hours are to be courses also used to satisfy general education (GE) requirements, and only one 3-hour professional education (PE) methods course is to be included in this total. Thus, of the total 18 hours required for this specialization, 12 hours come from a combination of GE and PE course work.

Elementary Education majors also seeking licensure at the middle grades level must take additional coursework in their area of teaching specialization to total 24 hours in the area of the teaching specialization. Only the Professional Education (PE) methods course at the middle grades level (EMED - 4453 Teaching English Language Arts in the Middle Grades (3), EMED - 4455 Teaching Science in the Middle Grades (3), EMED - 4457 Teaching Mathematics in the Middle Grades (3), EMED - 4459 Teaching Social Studies in the Middle Grades (3)) may be included in the teaching specialization courses. Secondary Education majors are not required to add any courses to those totaling 24 credit hours in their area of teaching specialization.

## Middle Grades (Grades 5-8) Licensure

Middle Grades Licensure is approved by the Illinois State Board of Education for recommendation of the Professional Educator License with an Endorsement in the Middle Grades by entitlement. To be recommended for licensure by Governors State University, undergraduate candidates must complete all requirements for licensure in Elementary or Secondary Education as well as the middle-grade-specific course work below. Candidates must earn a grade of "B" or better in EMED-4999 Student Teaching.

Candidates must also meet other requirements for licensure through approved programs listed in the Licensure of Teachers and Other School Professionals section in this catalog.

### General Education Requirement for Initial Teacher Licensure, Middle Grades (Grades 5-8)

Candidates for Middle Grades licensure will satisfy the General Education requirements of their degree program, B.A. in Elementary Education or B.A. in Secondary Education.

### Professional Education Courses for Middle Grades Education: 3 Hours

Select one of the following appropriate Middle Grades Teaching Methods courses:

- EMED - 4453 Teaching English Language Arts in the Middle Grades (3)

*Or*

- EMED - 4455 Teaching Science in the Middle Grades (3)

*Or*

- EMED - 4457 Teaching Mathematics in the Middle Grades (3)

*Or*

- EMED - 4459 Teaching Social Studies in the Middle Grades (3)

**NOTE:** Elementary Education majors also seeking licensure at the middle grades level must take additional coursework in their area of teaching specialization to total 24 hours. Only one Professional Education (PE) methods course at the middle grades level (EMED-4453 English Language Arts OR EMED-4455 Science OR EMED-4457 Mathematics OR EMED-4459 Social Studies), may be included in the teaching specialization courses. Secondary Education majors are not required to add any courses to those totaling 24 credit hours in their area of teaching specialization.

Elementary Education and Secondary Education candidates must pass the Illinois Licensure Testing System (ILTS) exam in one of the middle grades content areas (Middle Grades (5-8) Exam in Language Arts (201); Middle Grades (5-8) Exam in Mathematics (202); Middle Grades (5-8) Exam in Science (203); Middle Grades (5-8) Exam in Social Science (204)) as well as the ILTS exam appropriate for Elementary Education or Secondary Education.

Total Credit Hours for Elementary and Middle Grades Dual Licensure: 127 - 133 Hours

Total Credit Hours for Secondary and Middle Grades Dual Licensure: 123 - 137 Hours

Students seeking initial licensure in a Secondary content area should meet with their Academic Advisor to identify course requirements for Middle Grades endorsement.

## Master of Arts

### **Educational Administration, M.A.**

The graduate major in Educational Administration offered through the College of Education provides students the option of acquiring the background and specific skills necessary for employment as an elementary or secondary school principal. The curriculum includes a number of courses that provide essential knowledge and skills for continued growth in positions of educational leadership.

### **Licensure/Endorsement**

Completion of Principal Leadership Sequence and compliance with other requirements presented in the "Teacher Licensure" section of this catalog, leads to the Illinois Principal endorsement on the initial Professional Educator License.

### **Program Requirements for Principal Leadership Admission**

There is a selection process for acceptance into the Principal Leadership Sequence. Evidence that the candidate has met the Program Selection Criteria must be submitted with the university application via the online application system. The program selection criteria include:

- undergraduate GPA of 2.75 or higher (submit official transcript) OR scores from the Graduate Record Examination (GRE) General Test including a score of "4" or higher on the Writing Subtest;
- letter of recommendation and support from school district administrator (submit official letter);
- valid IL Professional Educator License (download from ELIS account, print as a pdf, upload into application system);

- two years of full-time teaching experience (submit official letter from school district) and once selected, provide evidence of continued employment as a teacher to meet the 4 year teaching requirement for principal licensure;

## Transfer Credit

No more than nine credits (25%) from coursework taken at institutions of higher learning may be approved for transfer credit. Courses may be accepted pending transcript and syllabi review by the program faculty and graduate advisor, following University policy and the guidelines found in the Educational Administration Student Handbook.

## Conditional Continuation

During the first course, EDAD-7801, the students are required to complete a **professional portfolio** demonstrating their current impact on student learning and teacher leadership which includes a **successful oral interview and a written scenario**. After the student has completed with a grade of "B" or better EDAD-7801 and EDAD-7802 for Principal Leadership, the faculty will review this information and recommend that the student be permitted to continue in the program, continue in the program conditionally, or be dismissed from the program.

The faculty may permit a student to progress conditionally. In such cases, faculty review of the applicant's record identifies evidence that the student will likely be successful in the program. The status of all students permitted to progress conditionally is reviewed by the faculty each semester, and students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is informed in writing of the transfer to good standing status. A student may not be admitted to practicum courses without achieving good standing status. Students in the Principal Leadership sequence must pass the Illinois Content Exam for their sequence before enrolling in internship courses.

## Admission to Candidacy

To continue in the Principal Leadership sequence, the student must be accepted as a candidate for the M.A. in Educational Administration degree program after completing EDAD-7801, EDAD-7802, EDAD-7803, and EDAD-7902 each with a grade of B or better.

Students must submit to the Division of Education Graduate Advisor an application for candidacy in the term that they expect to have completed the 12 credit-hours listed above. It must be submitted by the 30th of the first month of the term, e.g. September 30th, January 30th, May 30th. Contact the Academic Advisor for the application.

To qualify for candidacy, a student must

- have completed the four courses referred to above with a grade point average of 3.0;
- display, or be judged as exhibiting, or developing, the dispositions expected of graduate students as listed in the section "Licensure of Teachers and Other School Professionals"; and
- receive a positive recommendation from the Educational Administration faculty.

## Student Progress

The faculty monitor and evaluate student progress continually. The section Licensure of Teachers and Other School Professionals in this catalog provides a general description of the standards used to evaluate student progress.

A more detailed statement of the standards and processes followed by the Educational Administration faculty is available in the Educational Administration Student Handbook.

## Student Handbook

The Educational Administration Student Handbook referred to in this catalog is available from the EDAD program coordinator.

## Degree Requirements

Students must meet all university requirements for a master's degree.

In addition, in order to qualify for graduation from this program, all students must:

1. successfully complete 36 hours of required course work including supervised internship;
2. pass the state of Illinois licensure examination for K-12 School Principals;
3. successfully complete initial qualification training to become a qualified evaluator of certificated personnel in Illinois schools (note - there is an additional charge students pay directly to an ISBE approved professional development provider); and
4. meet all other requirements listed in the Educational Administration Student Handbook.

## Course Requirements for Sequence in Principal Leadership Endorsement

### Required Courses beginning Fall 2017 - 36 Hours

- EDAD - 7801 Organizational Leadership (3)
- EDAD - 7802 Technology Driven Leadership (3)
- EDAD - 7803 Principal as Evaluator (3)
- EDAD - 7902 Principal as Instructional Leader (3)
- EDAD - 7907 Finance, Management, and Operations for Effective Schools (3)
- EDAD - 8101 School Improvement Process (3)
- EDAD - 8102 Leading All Students (3)
- EDAD - 8206 Principal Internship I (3)
- EDAD - 8103 School Law for Principals (3)
- EDAD - 8207 Principal Internship II (3)
- EDAD - 8105 Engaging the Community (3)
- EDAD - 8208 Principal Internship III (3)

### Required Courses enrolled prior to Fall 2017- 36 Hours

- EDAD - 7801 Organizational Leadership (3)
- EDAD - 7802 Technology Driven Leadership (3)
- EDAD - 7803 Principal as Evaluator (3)
- EDAD - 7804 Principal as Curriculum Leader (3)
- EDAD - 7901 Instructional Leadership (3)
- EDAD - 7904 Effective Operations for Spring (1)
- EDAD - 7905 Effective Operations for Summer (1)
- EDAD - 7906 Effective Operations for Fall (1)
- EDAD - 8101 School Improvement Process (3)
- EDAD - 8102 Leading All Students (3)
- EDAD - 8103 School Law for Principals (3)
- EDAD - 8105 Engaging the Community (3)
- EDAD - 8201 Principal Internship I (2)
- EDAD - 8202 Principal Internship II (2)

- EDAD - 8203 Principal Internship III (2)

Total 36 Hours

## **Doctor of Education**

### **Interdisciplinary Leadership, Ed.D.**

The College of Education doctorate in Interdisciplinary Leadership is an online program based on a practitioner-scholar model with an emphasis on a core set of leadership principles and three concentrations. This program adopts a primarily applied action research-oriented model with a specific emphasis on addressing real-world problems and issues. The purpose of an interdisciplinary doctoral degree is to produce advanced leaders for the field of education in the area of K-12 school district superintendent or as a higher education administrator, and as not-for-profit leaders. A significant strength of the program is its experiential component, through which all graduates will have opportunities to integrate theory and practice. There is also a direct focus on sustainability of innovative practices and global competencies. The doctoral program requires passing of the doctoral written and oral comprehensive examinations, and completion of a capstone/dissertation project.

### **Admission Requirements**

Applicants will meet with an admissions committee comprised of at least three faculty representing different program concentrations prior to acceptance into the program. Applicants will be ranked for admission on the basis of their academic potential and the admission criteria. Applicants seeking to enroll in the Superintendent concentration of this Ed.D. program, must have completed a master's degree from a regionally accredited institution in Educational Administration or Principalship.

In addition to meeting university admission criteria, applicants must:

1. submit a statement describing personal and professional goals for seeking an Ed.D. in Interdisciplinary Leadership along with a vita or resume summarizing prior education and employment history and pertinent professional activities;
2. a master's degree from an accredited institution and a minimum cumulative GPA of 3.0;
3. the following minimum scores on the Graduate Record Exam taken within the past five years of intended admission: a combined GRE verbal and quantitative score of 1000 points or its equivalent on the revised Graduate Record Examination and a 4.0 on the analytical writing section;
4. three letters of recommendation by professionals (Two must be from faculty members who have worked extensively with the applicant. The third letter may be from another faculty member or other professional); and
5. an interview with a faculty admissions committee.

### **Academic Advisor and Faculty Advisor**

Upon admission to the Ed.D. program in Interdisciplinary Leadership, each student will be assigned two advisors. All doctoral students will be assigned an academic advisor and a faculty advisor. The academic advisor will assist with the coordination of the student's plan of study and necessary paperwork that is to be filed with the appropriate GSU office for dealing with admission, candidacy, and graduation matters. The faculty advisor is in charge of mentoring the doctoral student in his or her area of concentration, and through the qualifying exam, oral defense, internship, and capstone project process. As the student's specialized interest(s) develop, the faculty advisor may change according to the procedures outlined in the Program Handbook.

### **Program Requirements**

**Continuous Enrollment** - Students must register for a minimum of nine graduate credits per semester.

**Time Limit** - Students must complete all coursework and capstone project within seven years after admission.

**Credits** - Minimum 60 graduate credit hours. Additional hours may be required for specialization or prerequisite.

**Qualifying Exam and Oral Defense** - Students must successfully complete written and oral Qualifying Examinations before granted candidacy.

**Candidacy** - Candidacy is conferred upon completion of required coursework, passage of written Qualifying Exam and Oral Defense, and prior to capstone project.

**Capstone Project** - Consists of quantitative or qualitative inquiry into a topic of interest related to student's primary area of study. Continually reviewed by a doctoral committee composed of four tenured/ tenure track faculty members (two from concentration area and two members from outside of area). Student works with his/her chair in an advisory manner to select topic of inquiry and complete the project.

## Degree Requirements

### Core Courses: (18 Hours, plus the Qualifying Exam)

- LEAD - 9101 Research Literature, Data Analysis, and Decision Making (3)
- LEAD - 9102 Theory and Ethics of Leadership (3)
- LEAD - 9103 Finance and External Funding (3)
- LEAD - 9104 Strategic Planning, Collaboration, Sustainability (3)
- LEAD - 9105 Communicating Strategies for Effective Organizations (3)
- LEAD - 9106 Change, Diversity, and Global Issues (3)
- LEAD - 9201 Qualifying Examination (3)

### Capstone Project (9 hours)

- LEAD - 9991 Capstone Seminar (3)
- LEAD - 9998 Capstone Internship I (3)
- LEAD - 9999 Capstone Internship II (3)

## Concentrations

### Higher Education (33 Hours)

- HEAD - 9101 Leadership in Colleges and Universities (3)
- HEAD - 9102 Organization, Governance, and Campus Culture in Higher Education (3)
- HEAD - 9103 Strategic Planning in Higher Education (3)
- HEAD - 9104 Political and Legal Issues in Higher Education (3)
- HEAD - 9105 Theories of Teaching and Learning in Adult Education (3)
- HEAD - 9106 Student Affairs in Higher Education (3)
- HEAD - 9201 Accountability and Accreditation in Colleges and Universities (3)
- HEAD - 9202 Business and Fiscal Management in Colleges and Universities (3)
- HEAD - 9203 Emerging Trends in Higher Education (3)
- HEAD - 9001 Independent Study in Higher Education Administration (3)
- HEAD - 9002 Special Topics in Higher Education Administration (3)

### Not for Profit/Social Entrepreneurship (33 Hours)

- NPSE - 9007 Special Topics for Not-for-Profits (3)
- NPSE - 9101 Public Relations for Not-for-Profit Organizations (3)

- NPSE - 9102 Policy and Finance for Not-for-Profits, Foundations (3)
- NPSE - 9103 Government and Intergovernmental Relations (3)
- NPSE - 9104 Applied Management for Not-for-Profit Organizations (3)
- NPSE - 9105 Law and Not-for-Profit Organizations (3)
- NPSE - 9106 Issues and Trends for Not-for-Profits (3)
- NPSE - 9201 Public Policy and Finance for Not-for-Profits (3)
- NPSE - 9202 Strategic Planning, Program Evaluation, and Sustainable Collaborations for Not-for-Profit Sector (3)
- NPSE - 9203 Advanced Social Entrepreneurship (3)
- NPSE - 9204 Advanced Organizational Behavior (3)

### Superintendent (33 Hours)

- SUPT - 8836 Administration of School Personnel (3)
- SUPT - 8838 Collective Negotiations (3)
- SUPT - 8842 The Politics of Education (3)
- SUPT - 8860 The Dynamics of School Climate (3)
- SUPT - 9101 School Finance for Superintendents (3)
- SUPT - 9102 Education for Diversity (3)
- SUPT - 9103 Curriculum and Assessment (3)
- SUPT - 9104 Facilities and Sustainability (3)
- SUPT - 9330 Advanced School Law (3)
- SUPT - 9340 The Superintendency - Issues and Trends (3)
- SUPT - 9350 District Improvement Planning (3)

### Total - 60 Hours

## Graduation Requirements

In order to graduate, a candidate must have completed all coursework (minimum of 60 credit hours) with a minimum cumulative graduate grade-point average of 3.00; been advanced to candidacy, passed the qualifying exam, passed the oral defense, passed the capstone project defense, applied for graduation, and paid all fees.

## Graduate Certificate

### **Early Childhood Education for Currently Licensed Teachers Certificate**

#### **(GSU Post-B.A. leading to ISBE EC License)**

The College of Education designed this program for those who already possess an Elementary or Elementary Special Education Teaching License and now wish to pursue licensure in Early Childhood Education. This set of a minimum of six courses (16 hours) meets the ISBE requirements for entitlement leading to teacher licensure in Early Childhood Education (Birth through 3rd grade).

## Special Admission Requirements

In addition to meeting the university admission criteria, applicants must provide:



1. an application to the teacher education Entitlement/ License in Early Childhood Education;
2. transcripts showing a cumulative G.P.A. of 2.75 or higher in all undergraduate work attempted and all grades in graduate course work at a "B" or better;
3. syllabi and/or detailed narrative descriptions of previous graduate early childhood coursework (within the past six years) to be evaluated for transfer credit, if applicable;
4. a copy of valid Illinois or comparable out-of-state initial, standard, or master teaching license in Elementary or Elementary Special Education;
5. evidence of having passed the Test of Academic Proficiency of the Illinois Licensure Testing System (ILTS), or evidence of possessing an Illinois teaching license that required passing this test; and
6. evidence of one year full time teaching experience in an accredited primary or elementary public or private school.

## Requirements for Transfer of Previous Graduate Coursework

Students with previous graduate early childhood coursework may be allowed to apply a maximum of six credit hours to the entitlement/licensure requirements. Courses must have been completed no longer than six years prior to application for admission to the Entitlement/Licensure Early Childhood Education Option. Petitions and documents for these applied credits must be submitted before or at the same time as application, prior to completion of EDEC-8820 and EDEC-7740. No courses taken at another institution after admission to the entitlement/certificate ECE option may be applied. The M.A. in Early Childhood Education faculty will evaluate all petitions for transfer of coursework, and only courses potentially equivalent to specific GSU Early Childhood courses as listed below will be considered.

## Required Courses (16 Hours)

[In prerequisite order]

- EDEC - 8820 Advanced Early Childhood Development (3)
- EDEC - 7740 Issues and Methods for At Risk/Special Needs (3)
- EDEC - 7780 Psycholinguistics (3)
- EDEC - 6650 Preprimary and Special Education Curriculum Development in Early Childhood (3)
- EDEC - 6641 Laboratory 1: Infant and Toddler (1)
- EDEC - 6640 Children with or without Special Needs and Family in the Community (3)

## NOTE:

Prior to recommendation for entitlement leading to certification in Early Childhood Education, all candidates must document passing the ILTS Early Childhood Content Exam and ILTS EC APT Exam.

## Additional Requirements:

Candidates whose elementary education student teaching experience or minimum one-year full time teaching experience was not at the kindergarten, first, second or third grade level, must also take:

### 15 additional credit hours

- EDEC - 4510 Beginning Writing and Reading Instruction (3) prior to or concurrently with EDEC-8820; and
- EDUC - 8702 Independent Study (6) (3-6 depending upon experience)

## Additional Approval Consideration:

Candidates wishing to apply to ISBE for the optional Special Education Approval that can be placed on an ISBE Early Childhood Education Teaching License must document completing the below courses:

- EDEC - 8830 Advanced Assessment Techniques for Children with and without Special Needs in Early Childhood (3)
- SPED - 6101 Survey of Students with Exceptionalities (3)

NOTE:

Those who complete the entitlement/license Early Childhood Education have the option of applying these credits towards the M.A. in Early Childhood Education. All admission requirements to the M.A. in Early Childhood will apply, as well as prerequisites and time restrictions.

## **Post-Baccalaureate Certificate in Bilingual/English as a Second Language Education**

Educators holding a Professional Educator License (PEL) or License with Stipulations endorsed in a teaching field, can add The Bilingual (BIL) and/or English as a Second Language (ESL) as an endorsement. The Bilingual/ESL can be added within the grade range of the license currently held by the educator by meeting the following requirements:

- 18 semester hours of credit for ESL
- 21 semester hours of credit for BIL which includes the 18 hours required for the ESL and:
  - 100 clock hours (or 3 months teaching experience) in a bilingual setting
  - Appropriate Target Language Proficiency (see ILTS website for test number) or English Language Proficiency test (ILTS 055)

This set of six-seven courses (18-21 credit hours) offered through the College of Education meets the ISBE requirements for endorsement in Bilingual or English Second Language through ISBE transcript evaluation processes. This is not an ISBE teaching licensure program, and students must hold an Illinois (or comparable out-of-state) Early Childhood, Elementary, Secondary, or Special Teaching License.

### **Admission Requirements**

In addition to meeting university admission criteria, applicants must:

- Hold an Illinois (or comparable out-of-state) Early Childhood Certificate, Elementary, Secondary, or Special Teaching License.
- Formally apply to this certificate program.

After meeting the university admission requirements, submit to the College of Education a supplemental application packet containing:

- The certificate in Bilingual/ESL Education application;
- An additional set of transcripts showing a cumulative G.P.A. of 2.75 or higher in all undergraduate work attempted and all grades in graduate course work at a "B" or better;
- Syllabi and/or detailed narrative descriptions of previous graduate course work to be evaluated for transfer credit, if applicable;
- A copy of valid Illinois or comparable out-of-state initial, standard, or master teaching license;
- Evidence of having passed the Test of Academic Proficiency of the Illinois Licensure Testing System (ILTS), or evidence of possessing an Illinois teaching license that required passing this test

### **Course Requirements for Sequence in ESL Endorsement (18 Hours)**

- BBED - 6501 Teaching English as a Second Language (3)

- BBED - 6520 Foundations of Bilingual and ESL Education (3) *Note: this course meets the requirement for Theoretical Foundations of Teaching ESL.*
- BBED - 6525 Assessment of Language of Minority Students (3)
- BBED - 6530 Methods and Materials for Teaching in Bilingual Programs (3)
- BBED - 6538 Cross Cultural Education (3)
- BBED - 7977 Reading Strategies in the Bilingual and ESL Classroom (3)

## Additional Course Requirements for BIL Endorsement (3 Hours)

- BBED - 8100 Practicum in Bilingual and ESL (3)

Total: 18 - 21 Credit Hours

## **Post-Baccalaureate Certificate in Online Teaching**

The use of the Internet to deliver education and training in fully-online and web-enhanced formats has grown in all sectors of our economy, creating a need for professionals who possess the skills to develop curriculum and facilitate high-quality online learning. This certificate program in online teaching, offered through the College of Education, prepares faculty members and trainers in all settings to design, produce, and facilitate online courses in accordance with best-practice guidelines. In keeping with the nature of this curriculum, all courses toward the certificate are offered online with no on-campus requirements.

## **Admission Requirements**

All courses must be taken in sequence; students will be admitted only in the term in which ONTL - 6101 Introduction to Online Teaching (3) course is offered.

## **Certificate Completion Requirements**

The Certificate in Online Teaching will be awarded to participants who complete the 18 credit-hour program with a "B" or better in each required course and a 3.0 cumulative grade point average. The required courses include the following:

- ONTL - 6101 Introduction to Online Teaching (3)
- ONTL - 6201 The Role of the Online Instructor (3)
- ONTL - 6850 Introduction to Course Design (3)
- ONTL - 7101 Course Design and Assessment (3)
- ONTL - 7105 Technology Tools for Online Educators (3)
- ONTL - 7201 Course Production Practicum (3)

Total - 18 Hours

## **Reading Teacher Endorsement Certificate**

### **(GSU Post-B.A. Certificate Program)**

This set of eight courses (24 credit hours) offered through the College of Education meets the ISBE requirements for endorsement as Reading Teacher. It is designed for those whose goal is to teach reading to K-12 students. This leads to an ISBE

endorsement, not an ISBE teaching licensure program. "The Reading Teacher endorsement is the minimum requirement for anyone assigned to teach reading who is not teaching reading as part of general classroom instruction." (ISBE, 2010)

Those who complete the certificate in Reading Teacher Endorsement have the option of applying these credits towards the M .A. in Reading and for licensure as a Reading Specialist. Admission requirements to the M.A. Reading will apply, as well as time restrictions. In addition, students may be concurrently enrolled in the M.A. in Reading and the Reading Teacher Endorsement programs. If this option is desired, the student should apply to the M.A. in Reading and then apply to the Reading Teacher Endorsement program during the first term of coursework.

## **Special Admission Requirements**

In addition to meeting the university admission criteria, applicants must hold an Illinois (or comparable out-of-state) Early Childhood Certificate, Elementary, Secondary, or Special Teaching License. They should either have completed at least two years of appropriate teaching experience or will have completed two years of teaching experience before being enrolled in READ - 7240 Reading Diagnosis. Formal application to this certificate program is necessary.

The Reading Teacher Endorsement program is offered in a cohort format. Admission to the Reading Teacher Endorsement program is available at two points each year: summer term and fall term. Applications for summer term admission are due by February 15; applications for fall term admission are due by May 15.

After meeting the university admission criteria, in order to continue in the program, students must submit to the College of Education all components of the complete application packet before completing the first term's coursework (READ-6210 and READ-6220). The complete application packet includes:

- the certificate in Reading Teacher Endorsement application;
- an additional set of transcripts showing a cumulative G.P.A. of 2.75 or higher in all undergraduate work attempted and all grades in graduate course work at a "B" or better;
- syllabi and/or detailed narrative descriptions of previous graduate reading course work to be evaluated for transfer credit, if applicable;
- a copy of valid Illinois or comparable out-of-state initial, standard, or master teaching license;
- evidence of having passed the Test of Academic Proficiency of the Illinois Licensure Testing System (ILTS), or evidence of possessing an Illinois teaching license that required passing this test; and
- evidence of two years teaching experience in a recognized public or private school as directed in the application materials.

Note: Effective July 1, 2005, ISBE requires the ILTS content test prior to issuance of the Reading Teacher Endorsement.

## **Faculty Monitoring of Student Progress**

The process for evaluating students' progress in the Reading Teacher Endorsement program is the same as that described above for the M.A. in Reading program.

## **Certificate Requirements**

### **Required Courses (24 Hours)**

- READ - 6190 Narrative and Expository Writing Instruction, K-12 (3)
- READ - 6200 Language, Culture, and Literacy (3)
- READ - 6210 Survey of Reading: Theory and Practice (3)
- READ - 6220 Teaching Reading in the Content Areas (3)
- READ - 6230 Integrating Children's and Adolescents' Literature Across the Curriculum (3)

- READ - 7240 Literacy Assessment (3)
- READ - 7250 Strategies and Intervention for Struggling Readers (3)

Select the practicum appropriate to original certificate:

- READ - 8260 Literacy Strategies 1-5 w/Practicum (3)
- OR**
- READ - 8270 Literacy Strategies 6-12 w/Practicum (3)

Total - 24 Hours

## Requirements for Transfer of Previous Graduate Coursework

Students with previous graduate reading coursework may be allowed to apply a maximum of six credit hours to the program requirements. Only courses potentially equivalent to specific GSU Reading courses (READ-6190, READ-6200, READ-6220, or READ-6230) will be considered. Courses must have been completed no longer than six years prior to application to the certificate in Reading Teacher Endorsement. Petitions and documents for these applied credits must be submitted before or at the same time as application to the RDTE certificate program. No courses taken at another institution after admission to the certificate may be applied. All petitions for transfer of coursework will be evaluated by the MA in Reading program faculty. Under no circumstances will previous coursework that does not closely match one of the above GSU READ courses be applied for credit to the GSU RDTE certificate program.

## **Special Education Endorsements**

### Endorsement Coursework

The College of Education offers to those holding initial licensure in Early Childhood, Elementary, or Secondary Education, a series of four courses required for the Learning Behavior Specialist 1 (LBS1) endorsement added to the initial license. Once the courses are successfully completed, the student must pass the ILTS LBS1 Content Exam and submit course transcripts to ISBE to add the endorsement to their initial license.

- SPED - 6101 Survey of Students with Exceptionalities (3)  
\*Course is waived if an equivalent course was taken through initial licensure preparation.
- SPED - 8200 Learning Characteristics of Learners with Exceptionalities (3)
- SPED - 8350 Methods for Teaching Learners with Exceptionalities (3)
- SPED - 8619 Psychological Diagnosis of Learners with Exceptionalities (3)

### Director of Special Education

The College of Education at Governors State University offers the following ISBE approved courses for the Director of Special Education Endorsement on an Illinois professional educator license. In order to obtain the endorsement, you must meet the ISBE licensure requirements outlined at [www.isbe.net](http://www.isbe.net). For more information on the process to obtain this endorsement, please contact the program advisor at 708.534.4569 or email [tfelker@govst.edu](mailto:tfelker@govst.edu).

- SPED - 8350 Methods for Teaching Learners with Exceptionalities (3)
- EDAD - 8205 Special Education Finance (3)
- SPED - 8805 Special Education Law (3)
- SPED - 8806 Administration and Supervision of Special Education (3)

# Division of Psychology and Counseling

## Bachelor of Arts

### Psychology, B.A.

The College of Education undergraduate major in Psychology offers four different paths toward degree completion. As a student in this program you may elect to choose from one of the following pathways:

1. **Psychology Concentration:** Psychology provides students with the opportunity to think as scientists about behavior and experience and develop the skills and values that reflect psychology as both a science and an applied field. In attempting to meet this goal, the program seeks to assist individuals to view themselves along the scientist-practitioner model. The program strives to prepare students for graduate training in psychology and counseling or a baccalaureate level career that draws on an understanding of human behavior and functioning. The curriculum is aligned with the 2013 American Psychological Association's undergraduate psychology learning goals and provides many opportunities to gain the knowledge base, methods, values, skills, and applications in psychology; technological literacy; communication skills; socio-cultural and international awareness; and personal and professional growth.
2. **Concentration in Forensic Psychology:** Students with an interest in the area of forensic psychology may pursue the undergraduate major in Psychology with a Concentration in Forensic Psychology. The forensic psychology concentration is aligned with the same 2013 APA learning goals as the general B.A. in psychology curriculum, with additional opportunities for acquiring knowledge and skills specific to forensic psychology. The forensic psychology concentration focuses on application of the science and profession of psychology to the criminal justice and legal systems. Forensic psychologists conduct research and consult on psychological issues in the legal process, such as eyewitness testimony, jury selection, psychological assessment, and children's testimony. Forensic psychologists also consult with lawmakers and law enforcement personnel on public policy, criminal justice, and correctional systems issues with psychological implications. Although employment as a forensic psychologist requires specialized graduate training at the master's or doctoral level, a bachelor's-level concentration in forensic psychology introduces the knowledge base, skills, and professional practices that prepare the student for graduate study in forensic psychology and related fields. The forensic psychology concentration also contributes to bachelor's level preparation for careers such as law enforcement, corrections, probation and parole, and juvenile detention.
3. **Concentration in Mindfulness Studies:** The mindfulness studies concentration focuses on recent trends in research and practice that utilize mindfulness as an approach to understand the human mind and to help people solve their problems. The program strives to prepare students for graduate training in psychology and related fields or a baccalaureate-level career that draws on an understanding of mindfulness-related approaches to problem solving. The curriculum is aligned with the 2013 American Psychological Association's undergraduate psychology learning goals and provides many opportunities to gain the knowledge base, methods, values, skills, and applications in psychology; technological literacy; communication skills; socio-cultural and international awareness; and personal and professional growth.
4. **Concentration in Pre-Clinical Psychology:** The pre-clinical concentration focuses on recent trends and legislation to provide services in the community, providing treatment in the least restrictive environment, and to broaden the perspective of psychology from servicing patients to servicing persons experiencing emotional difficulties because of economic hardships, family problems, or physical or social handicaps. Graduates are prepared for employment in both privately and publicly funded agencies providing mental health services. The curriculum is aligned with the 2013 American Psychological Association's undergraduate psychology learning goals and provides many opportunities to gain the knowledge base, methods, values, skills, and applications in psychology; technological literacy; communication skills; socio-cultural and international awareness; and personal and professional growth.

Undergraduate students who expect to do graduate study in psychology should, with the assistance of their advisor, carefully select the courses that will qualify them for admission to a graduate program. Graduate programs commonly require 24 to 30 hours in undergraduate psychology, including statistics, research methodology, cognitive/learning, developmental psychology, personality theory, experimental psychology, social psychology, and abnormal psychology.

## Special Admissions Requirements

In addition to meeting the university admission requirements, applicants must either have a cumulative G.P.A. of 2.0 or higher or their G.P.A. for their last 60 hours must be a 2.0 or higher for admission to the program. Under special circumstances, consideration will be made on a case-by-case basis.

## Degree Requirements - all Concentrations

Students must meet all university requirements for a bachelor's degree and participate in outcome assessment activities as requested upon admittance to the program, periodically during the program, and upon graduating from the program. Students must have a grade of "C" or higher in required core and selective courses.

### General Education Requirement (37 Hours)

These two courses are required for the major. If alternative courses are used to meet the social science and math requirements, these two courses will become part of the required course list.

- PSYC - 1101 Principles of Psychology (3)
- PSYC - 2345 Social Psychology (3)

### Required Courses (31 Hours)

- PSYC - 2102 Thinking and Writing in Psychology (4)
- PSYC - 2150 Introduction to Research Methods (3)
- PSYC - 2201 Life-span Developmental Psychology (3)
- PSYC - 2410 Personality Theories (3)
- PSYC - 3099 Ethics in Psychology (3)
- PSYC - 3150 Psychology Statistics (3)
- PSYC - 3430 Abnormal Psychology (3)
- PSYC - 4950 Psychological Issues and Social Values (3)

#### Cognitive/Behavioral Psychology:

Select one of the following\*

- PSYC - 3520 Cognitive Psychology (3)
- PSYC - 3524 Principles of Learning and Behavior (3)

#### Biological Psychology:

Select **one** of the following\*

- PSYC - 3675 Biopsychology (3)
- PSYC - 3680 Introduction to Neuropsychology (3)

\*If you take both courses, one can be used as a Psychology Elective.

## Psychology Concentration

In addition to the degree requirements listed above, a student selecting this concentration is required to meet the following course requirements:

### Psychology Concentration Electives (9 Hours)

Select 9 hours from the following list of courses. A minimum of 6 hours must be at the 3000-4000 level.

- PSYC - 1605 Love: What Everyone Needs to Know (3)
- PSYC - 1606 Sex: What Everyone Needs to Know (3)
- PSYC - 2610 Laboratory in Personal Stress Management (2)
- PSYC - 3201 Child Development (3)
- PSYC - 3202 Adolescence (3)
- PSYC - 3203 Adulthood (3)
- PSYC - 3204 Geropsychology (3)
- PSYC - 3460 Mindfulness Studies (3)
- PSYC - 3465 Psychology of Spiritual Development (3)
- PSYC - 3620 Laboratory in Personal Growth (2)
- PSYC - 3820 Forensic Psychology (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)
- PSYC - 3840 Industrial Psychology (3)
- PSYC - 4470 Introduction to Clinical Psychology (3)
- PSYC - 4475 Introduction to Family Dynamics (3)
- PSYC - 4490 Physical and Sexual Abuse of Children (3)
- PSYC - 4520 Cognitive Development (3)
- PSYC - 4750 Applied Research and Statistics (3)
- PSYC - 4775 Principles of Psychological Testing (3)
- PSYC - 4840 History and Systems of Psychology (3)
- PSYC - 4880 Field Experience (3)

### Electives (43 Hours)

A minimum of 21-30 hours of elective courses must be taken at the 3000-4000 level.

### Total - 120 Hours

## Forensic Psychology Concentration

In addition to the General Education Requirement and Required Courses listed above for the Psychology Concentration, the Forensic Psychology Concentration also requires the following:

### Required Courses (9 Hours)

- PSYC - 3820 Forensic Psychology (3)



- CJUS - 3100 Foundations of Social Justice (3)

## Selectives (6 Hours)

*Select two of the following:*

- PSYC - 4490 Physical and Sexual Abuse of Children (3)
- PSYC - 4775 Principles of Psychological Testing (3)

## Psychology Electives (6 Hours)

- PSYC - 1605 Love: What Everyone Needs to Know (3)
- PSYC - 1606 Sex: What Everyone Needs to Know (3)
- PSYC - 2610 Laboratory in Personal Stress Management (2)
- PSYC - 3201 Child Development (3)
- PSYC - 3202 Adolescence (3)
- PSYC - 3203 Adulthood (3)
- PSYC - 3204 Geropsychology (3)
- PSYC - 3460 Mindfulness Studies (3)
- PSYC - 3465 Psychology of Spiritual Development (3)
- PSYC - 3602 Health Psychology (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)
- PSYC - 3840 Industrial Psychology (3)
- PSYC - 4470 Introduction to Clinical Psychology (3)
- PSYC - 4475 Introduction to Family Dynamics (3)
- PSYC - 4520 Cognitive Development (3)
- PSYC - 4750 Applied Research and Statistics (3)
- PSYC - 4840 History and Systems of Psychology (3)
- PSYC - 4880 Field Experience (3)

## Electives (31 Hours)

Must include a minimum of 9-12 credit-hours of courses offered at the 3000 - 4000 level.

## Total - 120 Credit Hours

## Mindfulness Studies Concentration

In addition to the General Education Requirement and Required Courses listed above for the Psychology Concentration, the Mindfulness Studies Concentration also requires the following:

## Required Courses (10 Hours)

- PSYC - 2610 Laboratory in Personal Stress Management (2)
- PSYC - 3602 Health Psychology (3)
- PSYC - 3620 Laboratory in Personal Growth (2)

Choose one of the following courses:

- PSYC - 3460 Mindfulness Studies (3)
- PSYC - 3465 Psychology of Spiritual Development (3)

## Psychology Electives (12 Hours)

Select 12 credit-hours from the following list of courses; a minimum of 9 credit-hours must be at the 3000 - 4000 level.

- PSYC - 1605 Love: What Everyone Needs to Know (3)
- PSYC - 1606 Sex: What Everyone Needs to Know (3)
- PSYC - 3201 Child Development (3)
- PSYC - 3202 Adolescence (3)
- PSYC - 3203 Adulthood (3)
- PSYC - 3204 Geropsychology (3)
- PSYC - 3820 Forensic Psychology (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)
- PSYC - 3840 Industrial Psychology (3)
- PSYC - 4470 Introduction to Clinical Psychology (3)
- PSYC - 4475 Introduction to Family Dynamics (3)
- PSYC - 4490 Physical and Sexual Abuse of Children (3)
- PSYC - 4520 Cognitive Development (3)
- PSYC - 4750 Applied Research and Statistics (3)
- PSYC - 4775 Principles of Psychological Testing (3)
- PSYC - 4840 History and Systems of Psychology (3)
- PSYC - 4880 Field Experience (3)

## Electives (30 Hours)

Must include a minimum of 9-12 credit-hours of courses offered at the 3000 - 4000 level.

## Total - 120 Credit Hours

## Pre-Clinical Psychology Concentration

In addition to the General Education Requirement and Required Courses listed above for the Psychology Concentration, the Pre-Clinical Psychology Concentration also requires the following:

## Required Courses (12 Hours)

- PSYC - 3470 Introduction to Clinical Psychology (3)
- PSYC - 4490 Physical and Sexual Abuse of Children (3)
- PSYC - 4775 Principles of Psychological Testing (3)
- PSYC - 4880 Field Experience (3)

## Psychology Electives (9 Hours)

Select 9 credit-hours from the following list of courses; a minimum of 6 credit-hours must be taken at the 3000 - 4000 level.

- PSYC - 1605 Love: What Everyone Needs to Know (3)
- PSYC - 1606 Sex: What Everyone Needs to Know (3)
- PSYC - 2610 Laboratory in Personal Stress Management (2)
- PSYC - 3201 Child Development (3)
- PSYC - 3202 Adolescence (3)
- PSYC - 3203 Adulthood (3)
- PSYC - 3204 Geropsychology (3)
- PSYC - 3460 Mindfulness Studies (3)
- PSYC - 3465 Psychology of Spiritual Development (3)
- PSYC - 3602 Health Psychology (3)
- PSYC - 3820 Forensic Psychology (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)
- PSYC - 3840 Industrial Psychology (3)
- PSYC - 4475 Introduction to Family Dynamics (3)
- PSYC - 4520 Cognitive Development (3)
- PSYC - 4750 Applied Research and Statistics (3)
- PSYC - 4840 History and Systems of Psychology (3)

## Electives (31 Hours)

Must include a minimum of 9-12 credit-hours of courses offered at the 3000 - 4000 level.

Total - 120 Credit Hours

## Master of Arts

### **Counseling, M.A.**

The College of Education offers a graduate major in Counseling with a choice of three sequences: clinical mental health counseling, marriage and family counseling, or school counseling. Individuals are prepared to enter the counseling profession with a special focus on urban settings. Students interested in counseling receive skill preparation for direct service to clients; for diagnostic, consultative, and evaluative services; and for preventive intervention. Possible employing agencies and institutions include mental health clinics and hospitals, corporations, governmental social agencies, public and private schools, community colleges, various community intervention programs, and correctional institutions. This major also prepares students for advanced graduate work at other institutions. A 600-hour internship placement is required.

### **Accreditation and ISBE Licensure**

All three counseling sequences: clinical mental health counseling, marriage and family counseling, and school counseling are accredited by the Council for the Accreditation of Counselor Education and Related Programs (CACREP).

The Illinois State Board of Education (ISBE) has approved the School Counseling sequence as leading to the Educator License with an endorsement in School Counseling. All School Counseling students must present evidence of passing the ISBE School Counselor Proficiency Test before they are permitted to begin internship and before they are recommended for licensure.

## Admission Criteria

In addition to the GSU graduate application for admission, applicants must:

- have a cumulative G.P.A. of 2.75 or higher for all undergraduate course work attempted;
- or have a G.P.A. of 3.0 for the last 60 hours of bachelors degree.
- If a student meets neither of the above minimum requirements, but the cumulative G.P.A. for all undergraduate coursework attempted is between 2.5 and 2.74, a student must:
  - attain a score of at least 302 on the verbal and quantitative portions of the Graduate Record Examination - General Test (score of 1050 if the test was taken prior to August 2011); **OR**
  - take ENGL-1010 (writing course), COUN-6600, and COUN-6630 and complete with "B's" or better. (NOTE: completion of these courses does not guarantee admission.)
- any cumulative G.P.A. below a 2.5 will not be considered.

Admission to the program is determined by the program faculty. Program faculty reserve the right to request personal interviews with applicants to the program. Admission decisions are final and cannot be appealed.

1. have recommendation of the faculty based on the submission of supplementary application packet which includes:
  - a. official transcripts of all previous college work;
  - b. counseling application form;
  - c. three Personal Reference Forms; and
  - d. Statement of Character form.

Information related to the program and special application materials for the Master of Arts in Counseling program are available from the GSU Office of Admission and on the university website at [www.govst.edu/counseling](http://www.govst.edu/counseling) or

Office of Admission  
Governors State University  
1 University Parkway  
University Park, Illinois 60484  
708.534.4490

2. have completed all prerequisite courses with a G.P.A. of 3.0 or higher. If these are not completed at the time of admission, they must be completed prior to attaining candidacy. Prerequisite courses for the Clinical Mental Health and Marriage and Family Counseling sequences include introductory statistics, a course in research methodology, a course in abnormal psychology (PSYC-3430), and course work in Addictions Studies at the 5000 level (Marriage and Family sequence must complete ADDS-6300) or above totaling three credit hours; applicants for the School Counseling sequence must have completed a course in Introductory statistics, a course in research methodology, and course work in Addictions Studies at the 5000-level or above totaling three credit hours.

Application packet must be submitted by February 15 for fall admission and August 15 for spring admission. Admission may be affected by accreditation standards and requirements.

## Admission to Candidacy

After admission as a degree-seeking student, a student must apply for candidacy. Students who have been admitted conditionally may not apply for candidacy until those conditions have been met. Application forms are available online. Application for candidacy should be made within two weeks of the start of the term in which degree candidacy is sought. To qualify for degree candidacy, a student must:

1. be admitted to the program;

2. complete COUN-6600, COUN-7720, COUN-7810, and COUN-7847 with a grade of "B" or better in each course; and
3. show proof of professional liability insurance.

In addition, students in the school counseling sequence must display, or be judged as developing, the dispositions expected of graduate students as listed in the section, Licensure of Teachers and Other School Professionals.

The candidacy committee will review applications and inform students of their candidacy status within six weeks of application. Students should refer to the "Handbook for the Counseling Program" for further details.

## Degree Requirements

Students must meet all university requirements for a master's degree.

Students may not enroll in any of the following courses until candidacy has been earned and course prerequisites are completed: COUN-6625, COUN-7722, COUN-8633, COUN-8825, COUN-8842, COUN-8844, COUN-8845, COUN-8848, COUN-8858, COUN-8859 and PSYC-7650.

A 600-hour internship sequence is required for all counseling students.

Students must complete all core and sequence coursework having earned a grade of "B" or better. If any course grade is below a B, that course must be retaken. Any course with a grade less than a "B" cannot be used as a prerequisite for another course until it is retaken.

## Required Courses (33 Hours)

- COUN - 6600 Professional Orientation and Ethical Standards for Counselors (3)
- COUN - 6610 Research and Assessment (3)
- COUN - 6630 Counseling Theories and Ethics (3)
- COUN - 7620 Lifespan Developmental Issues (3)
- COUN - 7720 Social and Cultural Foundations (3)
- COUN - 7725 Family Systems: Theory and Practice (3)
- COUN - 7730 Life Style and Career Development (3)
- COUN - 7810 Beginning Counseling and Human Relations Skills (3)
- COUN - 7847 Group Dynamics (3)
- COUN - 7855 Assessment and Treatment Planning (3)
- COUN - 8811 Individual and Family Play Therapy (3)

## Counseling Sequences

*Select one of the following sequences:*

### Clinical Mental Health Counseling Sequence (27 Hours)

- ADDS - 6100 Psychopharmacology (3)
- COUN - 7633 Clinical Mental Health Counseling, Community Counseling, and Professional Orientation (3)
- COUN - 8633 Advanced Seminar in Clinical Mental Health Counseling (3)
- COUN - 8842 Practicum 1: Individual and Vocational Counseling (3)
- COUN - 8845 Practicum 2: Advanced Individual and Vocational Counseling (3)
- COUN - 8848 Crisis Intervention and Trauma Counseling (3)
- COUN - 8859 Family and Couples Counseling (3)

- COUN - 8971 Counseling Internship I: Clinical Mental Health Counseling (3)
- COUN - 8972 Counseling Internship II: Clinical Mental Health Counseling (3)

### Marriage and Family Counseling Sequence (27 Hours)

- ADDS - 6100 Psychopharmacology (3)
- COUN - 6625 Sex Therapy (3)
- COUN - 8825 Advanced Family Systems Theory (3)
- COUN - 8842 Practicum 1: Individual and Vocational Counseling (3)
- COUN - 8845 Practicum 2: Advanced Individual and Vocational Counseling (3)
- COUN - 8848 Crisis Intervention and Trauma Counseling (3)
- COUN - 8859 Family and Couples Counseling (3)
- COUN - 8981 Counseling Internship I: Marriage and Family Counseling (3)
- COUN - 8982 Counseling Internship II: Marriage and Family Counseling (3)

### School Counseling Sequence (27 Hours)

- COUN - 6638 Introduction to School Counseling (3)
- COUN - 7722 Applied School Counseling with Diverse Students (3)
- COUN - 8844 Practicum: School Counseling (K-12) (3)
- COUN - 8851 Consultation and School Staff Development (3)
- PSYC - 7650 Crisis Preparedness, Prevention, and Intervention in Schools. (3)
- COUN - 8852 College Career Coaching Academy (3)
- COUN - 8858 Development of School Counseling Programs (3)
- COUN - 8968 Counseling Internship I: School Counseling (3)
- COUN - 8969 Counseling Internship II: School Counseling (3)

Total - 60 Hours

## **Psychology, M.A.**

The College of Education Master of Arts in Psychology program provides students with a strong theoretical and research base in Psychology, stressing the importance of cultural and individual differences and is designed to prepare students to pursue advanced graduate degrees in psychology.

## **Clinical Sequence**

The Clinical Sequence is designed to develop competent and creative professionals who have the capacity to function in a variety of clinical, research, and academic settings. This sequence is based on the scientist-practitioner model, which calls for clinicians to be trained in both science and applied clinical practice. Students are expected to develop proficiency in the theories and methods of clinical psychology; learn to apply research to clinical practice; gain specialized knowledge of psychological dysfunction and evidence-based assessments and treatments for psychological disorders, and learn and apply the ethical standards of the profession. The Clinical Sequence curriculum is aligned with the course requirements for eligibility to sit for the examination for Licensed Professional Counselor (LPC) in Illinois.

## **Required Preparation**

While an undergraduate major in psychology is strongly recommended, students without a psychology background may be admitted to the major and enroll for courses. Students must show evidence of having completed the following prerequisites (or their equivalent): Personality Theories (PSYC-2410), Cognitive Psychology (PSYC-3520) or Learning and Behavior (PSYC-3524), Abnormal Psychology (PSYC-3430), Social Psychology (PSYC-2345), Child Development (PSYC-3201/PSYC-2201), Research Methodology (PSYC-4750/PSYC-2150), and Statistics (STAT-2100). These courses may be taken at another institution, and they may not be used to fulfill degree requirements for the M.A. in Psychology.

## Special Admission Requirements

New students are admitted to the MA Psychology program once each year. The application deadline for Fall admission is March 15th. In addition to meeting university admission criteria, applicants must:

1. have completed, with an overall G.P.A. of 3.0 or higher, no grade lower than a "C" and no more than two grades of "C," undergraduate courses from a regionally accredited college/university that are comparable to Personality Theories (PSYC-2410), Cognitive Psychology (PSYC-3520) or Learning and Behavior (PSYC-3524), Abnormal Psychology (PSYC-3430), Social Psychology (PSYC-2345), Human Development (PSYC-3201/PSYC-2201), Research Methodology (PSYC-4750/PSYC-2150), and Statistics (STAT-2100). Please note, these courses are prerequisites and may be taken at another institution, and may not be used to fulfill degree requirements of the M.A.; \*\*
2. have earned a grade point average (G.P.A.) of at least 3.0 in the last 60 hours of undergraduate course work; \*\*
3. provide a statement of the applicant's purpose in seeking a master's degree in psychology and his/her long-term goals (applicants should be aware that faculty also evaluate this statement as a professional writing sample);
4. ask three professionals/professors who can speak to the applicant's academic and/or professional capabilities in the field of psychology to complete and submit a Personal Reference Form available on the M.A. Psychology website accessed via the student portal of the GSU website; and
5. Complete a "Statement of Character" Form available on the College of Education, MA in Psychology, Admission and Program Requirements webpage.

Admission to the program is determined by the program faculty. Program faculty reserves the right to request personal interviews with applicants to the program. Application packets must be received by March 15 for fall admission.

\*\* Applicants not meeting one of the above noted admission criteria are eligible to petition for conditional admission to the program. Applicants choosing to petition should include a letter with the supplementary admission materials. Faculty recommend the letter, include discussion of the factors contributing to the academic achievement and why those factors could be judged by the faculty as successfully remediated. Faculty reserve the right to require additional coursework as a condition of admission.

## Admission to Candidacy

After admission as a degree-seeking student, a student must apply for candidacy. Application forms are available in the Division of Psychology and Counseling Office. Application for candidacy should be made within two weeks of the start of the term in which degree candidacy is sought. To qualify for candidacy, a student must:

1. complete all preparatory courses listed above with the minimum grades required; and
2. complete PSYC-6110, PSYC-6160, PSYC-6221, and PSYC-6229 with a grade of "B" or better and submit core course candidacy evaluation forms for each course to the faculty.

The candidacy committee will review the applications and inform students of their candidacy status within six weeks of application. Candidacy review is one of several evaluative steps to help ensure program objectives are being satisfied and student outcomes are being reached. Students should refer to the Handbook for Graduate Students: Master of Arts in Psychology for further details.

## Degree Requirements

Students must meet all university requirements for a master's degree.

In addition, students must:

1. maintain a G.P.A. of 3.0 or higher, with a grade of "C" or better in each course and have no more than two courses with a grade of "C";
2. complete PSYC-7240, PSYC-8549, and STAT-8260; and
3. receive positive endorsement from the faculty.

## Required Courses (24 Hours)

- PSYC - 6110 Measurements and Evaluation (3)
- PSYC - 6160 Ethical Legal Issues in Psychology (3)
- PSYC - 6221 Psychopathology (3)
- PSYC - 6229 Graduate Seminar in Human Development (3)
- PSYC - 7240 Topics in Multicultural Psychology (3)
- PSYC - 7320 Theories of Psychotherapy (3)
- PSYC - 8549 Advanced Research Seminar (3)
- STAT - 8260 Advanced Statistics in Behavioral Science (3)

## Clinical Psychology Courses (30 hours)

Completion of the Degree in Psychology with the clinical sequence meets the course requirements for eligibility to take the Illinois Licensed Professional Counselor (LPC) examination.

- ADDS - 7200 Substance Abuse Counseling (3)
- PSYC - 7350 Introduction To Child Psychotherapy (3)
- PSYC - 7429 Psychotherapy Techniques I (3)
- COUN - 7725 Family Systems: Theory and Practice (3)
- COUN - 7730 Life Style and Career Development (3)
- PSYC - 7431 Psychotherapy Techniques II (3)
- PSYC - 8440 Group Psychotherapy (3)
- PSYC - 8463 Practicum in Psychotherapy (3)
- PSYC - 8920 Internship Program I (3)
- PSYC - 8921 Internship Program II (3)

Total - 54 Hours

## Doctor of Education

### **Counselor Education and Supervision, Ed.D.**

The College of Education doctoral program in Counselor Education and Supervision is designed for students who hold a masters degree from a CACREP-accredited counseling, a degree in counseling, or a degree in a related field. Students are expected to attain advanced level competence in counseling, supervision, teaching, research, advocacy and leadership. Teaching, supervision, practicum, and internship experiences are required. The doctoral program requires passing of the doctoral written and oral comprehensive examinations, and completion of a capstone/dissertation project. The program is designed to be completed in eight semesters, taking six credit hours each term.

### **Admission Requirements**



Students for Ed.D. in Counselor Education and Supervision will be admitted for the fall term only. Late admissions packets will be accepted on a space available basis. Applications for admission are available from the GSU Admissions Office and the Division of Psychology and Counseling ([www.govst.edu/counseling](http://www.govst.edu/counseling)). Due to space availability, this program can only accept a limited number of students each year. All materials must be submitted by January 15 of that year for fall admission. Applicants will meet with an admissions committee prior to acceptance into the program. Applicants will be ranked for admission on the basis of their academic potential and the admission criteria. Applicants must have completed a master's degree in counseling (CACREP approved) or a related field by the time they enter the doctoral program. Students may be admitted to the program even if they do not have all of the prerequisites for the doctoral program, but must complete them before Candidacy.

In addition to meeting university admission criteria, applicants must:

1. Submit a statement describing personal and professional goals for seeking an Ed.D. in Counselor Education and Supervision along with a vita or resume summarizing prior education and employment history and pertinent professional activities.
2. Hold a Masters Degree in Counseling or closely related field from an accredited institution and a minimum GPA of 3.0.
3. Have taken the Graduate Record Exam within the past five years of intended admission: there is a suggested combined verbal and quantitative score of 302 on the Graduate Record Examination and a 4.0 on the analytical writing section. Students with scores lower than the suggested score will be considered for admission.
4. Submit three letters of recommendation by professionals who hold doctorates or masters in Counseling or related fields (doctorates preferred).
5. Attend an interview with a faculty admissions committee.

## **Academic advisor and Faculty advisor**

Upon admission to the Ed.D. program in Counselor Education and Supervision, each student will be assigned two advisors. All doctoral students will be assigned an academic advisor and a faculty advisor. The academic advisor will assist with the coordination of the student's plan of study and necessary paperwork that is to be filed with the appropriate GSU office for dealing with admission, candidacy, and graduation matters. Together, the academic advisor and faculty advisor work together to decide what courses are allowed to count toward the prerequisite entry-level course work for the doctoral degree. The faculty advisor is in charge of mentoring the doctoral student and facilitating the comprehensive exam, oral defense, internship, and capstone/dissertation project process. As the student's specialized interest(s) develop, the faculty advisor may be changed by following the procedures outlined in the Program Handbook.

## **Continuous Enrollment Requirement**

Doctoral students must register for a minimum of 9 graduate credits (three a term) each year they are enrolled in the doctoral program until they graduate.

## **Time Limit**

All doctoral requirements must be completed within 7 years of starting coursework at Governors State University. Extensions of up to one year may be granted by the Program upon written request by the student and recommendation by the faculty advisor and Division Chair.

## **Credits**

The doctoral program in Counselor Education and Supervision requires a minimum of 48 credit hours. More hours may be taken in order for the student to specialize his/her studies, or more credits may be required in order to meet prerequisite requirements for the doctoral program.

## **Transfer Credits**

Up to 25 percent (12 Credit Hours) post-masters work may be transferred from an accredited college or university. All transfer credit must be at the "A" or "B" level in graduate courses. Transfer credits earned ten or more years before student's degree program at GSU will not be accepted toward degree requirements unless approved by the faculty advisor, division chair, and dean. The credits must be approved as being equivalent to the required coursework in the doctoral program. Any student who seeks to enroll in courses elsewhere while enrolled in the GSU doctoral program must receive prior approval from the faculty advisor, division chair and dean. Transfer credits from other universities will not be computed as part of a student's GSU grade point average.

## **Comprehensive Exam and Oral Defense**

Counselor Education and Supervision doctoral students are required to complete written and oral comprehensive examinations before they are granted candidacy. The purpose of the written and oral exams is to synthesize previous coursework and experiences and allow students to demonstrate their mastery of advanced practitioner knowledge and skills. The Oral Defense is scheduled upon successful completion of the Comprehensive Exam. For more detail please see the Program Handbook.

## **Candidacy**

In order to go on to internship a student must have received Candidacy. Candidacy is conferred upon a student once he/she has completed all coursework required before internship, passed the written Comprehensive Exam, and passed the Oral Defense. Candidacy is part of the ongoing evaluation process of doctoral students and its conferral is an indication that the faculty agree that the student is ready to progress to internship.

## **Teaching Experience**

Congruent with the mission of Counselor Education programs, doctoral students will be afforded the opportunity to gain experience as a Counselor Educator in the classroom. Following the successful completion of the course Teaching in Psychology and Counseling, a doctoral student will have the opportunity to teach or co-teach under the supervision of a faculty member, an undergraduate and/or a graduate class at Governors State University. This experience may be credited as part of internship with the permission of both the academic advisor and the faculty advisor. A limited number of assistantships will be available for those interested in teaching.

## **Practica and Internship**

Doctoral students are required to participate in two advanced practica and an internship. The practica may be done onsite or offsite and they must equal a minimum of 100 clock hours and 40 client contact hours. Students enrolled in a practicum must have professional insurance and receive weekly individual/triadic and group supervision.

After earning candidacy, doctoral students are required to complete doctoral-level counseling internships that total a minimum of 600 clock hours. The 600 hours include supervised experiences in clinical settings, teaching, and supervision. The internship includes most of the activities of a regularly employed professional in the setting. The 600 hours can be allocated at the discretion of the faculty advisor in consultation with the student, based on experience and training. During the doctoral internship students must receive weekly individual/triadic supervision. In addition, group supervision is provided on a regular schedule with other students progressing through internship. Individual/triadic supervision is usually performed by a site-supervisor and group supervision is usually provided by a program faculty member. As part of the internship process, doctoral students have the opportunity to teach.

## **Capstone/Dissertation project**

The capstone/dissertation project is used to synthesize the knowledge and skills gained by the student as a result of his/her matriculation through the Ed.D. program in Counselor Education and Supervision. This project is to consist of quantitative or qualitative inquiry on the part of the student to investigate a topic of interest related to his/her primary subject area of study. Examples of capstone/dissertation projects include quantitative research, in-depth case studies, program evaluation, or an extensive literature review.

A doctoral committee composed of four tenured/tenure track faculty members (3 Counseling faculty and one faculty member from outside the Counseling Program) will review this project from its inception to its final defense. The student works with his/her chair in an advisory manner by which the topic of inquiry will be selected, proposed and formally investigated. The chair and student are responsible at all times for ensuring that the study is properly documented and approved by all necessary channels involved with the review of studies that incorporate human participants. At GSU, the policies and procedures regarding Institutional Review Board (IRB) protocol are to serve this primary capacity. External constituencies may have their own independent review and approval process for research involving human subjects that must also be followed by chair and student in such cases.

## **Graduation**

In order to graduate, a candidate must have completed coursework with a minimum cumulative graduate grade-point average of 3.0; been advanced to candidacy, passed the comprehensive exam, passed the oral defense, completed internship, passed the capstone/dissertation project defense, applied for graduation, and paid all fees.

## **Requirements:**

### **Masters Degree Coursework:**

Students must have completed a masters degree in counseling or a related field before entering the doctoral program. Students' masters coursework must be equivalent to entry-level course-work earned in a CACREP-accredited masters degree. Students graduating from a CACREP-accredited masters degree automatically meet the prerequisite masters degree coursework. Candidates who did not graduate from a CACREP-accredited masters degree must have course-work equivalent to the following coursework before or during the doctoral program:

### **Core Coursework:**

- COUN - 6600 Professional Orientation and Ethical Standards for Counselors (3)
- COUN - 6610 Research and Assessment (3)
- COUN - 6630 Counseling Theories and Ethics (3)
- COUN - 7620 Lifespan Developmental Issues (3)
- COUN - 7720 Social and Cultural Foundations (3)
- COUN - 7725 Family Systems: Theory and Practice (3)
- COUN - 7730 Life Style and Career Development (3)
- COUN - 7810 Beginning Counseling and Human Relations Skills (3)
- COUN - 7847 Group Dynamics (3)
- COUN - 7855 Assessment and Treatment Planning (3)
- COUN - 8811 Individual and Family Play Therapy (3)

### **NOTE:**

Must also have a 100 clock hour practicum with 40 direct client contact hours (3-9 credit hours) and a 600 clock-hour internship with at least 240 direct client contact hours (6 credit hours)

The core coursework and minimum number of practicum and internship credit hours equal 42 credit hours. Students with a masters in counseling or a masters in a related field may use 6 other credit hours of counseling-related coursework toward the prerequisites if approved by the academic advisor and faculty advisor. All doctoral students must have 48 credit hours approved entry-level work completed before or during the doctoral program.

## Curriculum Plan: Ed.D. in Counselor Education and Supervision

### Total - 48 Hours

*Prerequisite: 48 hour CACREP master's degree or equivalent as determined through transcript review*

### Professional Identity, Roles and Ethics (12)

- COUN - 9301 Professional Identity in Counselor Education and Supervision (3)
- COUN - 9330 Advanced Counseling Theory (3)
- COUN - 9365 Counseling and Clinical Supervision (3)
- PSYC - 8501 Teaching in Psychology and Counseling (3)

### Practicum (6)

- COUN - 9360 Advanced Counseling Skills Practicum I (3)
- COUN - 9361 Advanced Counseling Skills Practicum II (3)

### Multicultural (3)

- COUN - 9320 Advanced Issues in Diversity (3)

### Research (12)

- COUN - 8826 Research Literature in Counseling and Psychotherapy (3)
- COUN - 9370 Qualitative Research Design (3)
- PSYC - 8549 Advanced Research Seminar (3)
- STAT - 8260 Advanced Statistics in Behavioral Science (3)

### Internship (6)

- COUN - 9990 Internship I (3)
- COUN - 9991 Internship II (3)

### Capstone/Dissertation Project (9)

- COUN - 9999 Capstone Research Project (3) (repeatable)

## **Specialist Degree**

### **School Psychology Educational Specialist, Ed.S.**

The College of Education Educational Specialist degree (Ed.S.) in School Psychology has been designed to equip professionals to directly and indirectly deliver a continuum of educational and mental health services to children and families in the region and beyond, and to work with teachers and other educators in public and private schools and other educational settings to enhance student learning and well-being. This program of study incorporates theoretical and applied approaches across developmental, cognitive, social, and behavioral domains to promote the development of a superior level of professional competence towards the implementation of school psychological services that are empirically supported, data driven, and culturally competent. Graduates of the program are prepared to enhance student achievement and wellness by functioning in multiple roles including treatment, assessment, and consultative modalities, as well as teaching and research roles. The entire program is a four-year, cohort-based model providing future school psychologists with a solid professional and academic foundation reflecting depth and diversity in both psychology and education. Students accepted into the Ed.S. in School Psychology program will also earn a Master of Arts in School Psychology and will be eligible to apply for practice in Illinois.

The master's degree program (contained within the specialist degree program) typically takes two years of study and involves:

- A minimum of 36 hours of coursework
- A practicum in school psychology (125 hours)
- Completion of a portfolio containing performance-based and knowledge-based evidence demonstrating attainment of the program competencies.

The specialist's degree program typically takes a total of four years (2 beyond masters including internship) and involves:

- A minimum of 66 hours of coursework (30 hours beyond Master's)
- An advanced practicum in school psychology (125 hours)
- Completion of a capstone project providing evidence demonstrating completion of program competencies, as well as consultation, intervention planning, and/or program evaluation evidence.
- A passing score on the National School Psychology Examination or State of Illinois Subject Area Test in School Psychology; applicants will be encouraged to take both examinations.
- A two-semester full-time internship which requires 1200 hours, at least half of which takes place in a school setting.

**Mode-of-Delivery:** Face-to-face (with many web-enhanced courses).

## Admission Requirements:

Admission to the program occurs annually (Fall only).

Complete Admissions packets are accepted February 1 through March 15. Meeting or exceeding the minimum admission criteria does not guarantee admission to the program. The minimum criteria for admission are described below. Incomplete application packets will NOT be reviewed for admission. Please submit the following materials together in one envelope to the Psychology Advising Office (G386):

1. University Application for Admission.
2. \$50 application fee.
3. One set of official (unopened) transcripts from all colleges/universities attended. Applicants must have a grade point average (GPA) of at least 3.0 in the last 60 hours of undergraduate coursework.
4. Evidence of satisfactory professional writing and analysis by one of the following:
  - a. A grade of "B" or higher in PSYC-2102 (Thinking and Writing in Psychology) or its equivalent; or
  - b. A score of 4.5 or higher on the Analytical Writing section of the GRE General test. Applicants not meeting this criterion may have to complete PSYC-3102 or its equivalent prior to or upon admission to the program.
5. An essay outlining the applicant's purpose in seeking a specialist degree in School Psychology and long-term goals.
6. Personal Reference Forms from three professionals/professors who can attest to the applicant's academic and/or professional capabilities in the field of School Psychology.
7. Completed Statement of Character Form.

## Additional Admission Requirements:

In addition to submitting the elements above for admissions consideration, applicants must:

1. complete the specified prerequisite coursework (see below) with no grade below B allowed. If these are not completed at the time of admission, they must be completed prior to attaining candidacy or taking courses for which they are prerequisite;
2. pass an Illinois State Criminal Background check (only applicants approved to interview will need to complete this step); and
3. complete an admission's interview (if selected).

## **Prerequisite Coursework:**

Must be completed prior to admission with no grade below "B" allowed. Equivalent GSU courses are in parentheses.

- Statistics for the Social Sciences (PSYC-3150)
- Foundations of Education (EDUC-2310)

## **Degree Requirements:**

### **Master of Arts (MA) in School Psychology (38 Hours)**

#### **Educational and Psychological Foundations (15 Hours)**

- SPED - 6101 Survey of Students with Exceptionalities (3)
- PSYC - 6221 Psychopathology (3)
- PSYC - 6229 Graduate Seminar in Human Development (3)
- PSYC - 6635 Seminar in Professional School Psychology (3)
- PSYC - 7240 Topics in Multicultural Psychology (3)

#### **Data Based Decision Making and Assessment (9 Hours)**

- PSYC - 7625 Psychoeducational Assessment and Intervention (3)
- PSYC - 7635 Psychodiagnostics I: Intelligence (3)
- PSYC - 7645 Psychodiagnostics II: Psychobehavioral Assessment and Intervention (3)

#### **Intervention, Consultation, and Program Evaluation (14 Hours)**

- PSYC - 6460 Mindfulness Studies (3)
- PSYC - 7301 Risk and Resiliency (3)
- PSYC - 7429 Psychotherapy Techniques I (3)
- PSYC - 7801 Introduction to Mindfulness in the Helping Professions (3)
- PSYC - 7802 Laboratory in Mindfulness I (2)

**Total - 38 Hours**

### **Educational Specialist (Ed.S.) in School Psychology (30 Hours beyond MA)**

### Educational and Psychological Foundations (3 Hours)

- PSYC - 8653 Human Neuropsychology I: Brain Function (3)

### Data Based Decision Making and Assessment (6 Hours)

- STAT - 8260 Advanced Statistics in Behavioral Science (3)
- PSYC - 7645 Psychodiagnostics II: Psychobehavioral Assessment and Intervention (3)

### Intervention, Consultation, and Program Evaluation (9 Hours)

- PSYC - 7650 Crisis Preparedness, Prevention, and Intervention in Schools. (3)
- PSYC - 8858 Advanced Seminar in Assessment and Intervention (3)
- PSYC - 8930 Consultation and Program Evaluation (3)

### Field Experiences (12 Hours)

- PSYC - 8910 Practicum in School Psychology (3)
- PSYC - 8866 Advanced Practicum in School Psychology (3)
- PSYC - 8960 Internship in School Psychology I (3)
- PSYC - 8961 Internship in School Psychology II (3)

Total - 30 Hours

Program Total - 68 Hours

## Minor

### **Forensic Psychology Minor**

An undergraduate minor in forensic psychology is offered to students majoring in other fields through the College of Education. This minor is particularly appropriate for students whose area of study relies on knowledge in psychology and criminal justice, including those majoring in criminal justice as well as other social science and human service related fields (e.g., social work). The forensic psychology minor contributes to preparation for graduate study in criminal justice, psychology, and related areas such as addiction studies, counseling, and law.

### Requirements for the Minor

Students must:

1. complete at least nine hours of course work at Governors State University; and
2. submit transfer courses to the minor advisor for approval by the first week of the semester of intended graduation.

### Required Core courses (15 Hours) \*\*

- CJUS - 3100 Foundations of Social Justice (3)

- CJUS - 4100 Theories of Crime and Deviance (3)
- PSYC - 1101 Principles of Psychology (3)
- PSYC - 3430 Abnormal Psychology (3)
- PSYC - 3820 Forensic Psychology (3)

### Selective courses (3 Hours) \*\*

*Select one course of the following:*

- CJUS - 2360 Judicial Process and Constitutional Issues in Criminal Justice (3)
- PSYC - 3201 Child Development (3)
- PSYC - 3202 Adolescence (3)
- PSYC - 4490 Physical and Sexual Abuse of Children (3)

### Note:

\*\* Students completing one or more of the required courses as part of their major will need to select additional courses from the selective courses list above in replacement to apply to the minor. A minimum of three Psychology or Counseling courses is required for the minor. Substitutions require the approval of the minor advisor.

Total - 18 Hours

## **Industrial/Organizational Psychology Minor**

An undergraduate minor in industrial/organizational psychology is offered through the College of Education to students majoring in fields other than psychology. Offering a combination of psychology and management courses, this minor is particularly appropriate for students majoring in management and administration related fields who seek to complement their primary area of study with the study of psychology as it relates to workplace, management, and organizational issues. Thus, this minor is appropriate for students majoring in management and related areas such as human resource management, health administration, and public administration. The industrial/organizational psychology minor contributes to preparation for graduate study in management and administration-related fields as well as industrial/organizational psychology.

### Requirements for the Minor

- PSYC - 1101 Principles of Psychology (3)
- PSYC - 3840 Industrial Psychology (3)
- MGMT - 2100 Principles of Business Management (3)
- MGMT - 3300 Human Resource Management (3)
- MGMT - 3500 Organizational Behavior (3)

### NOTE:

\*\* Students completing one or more of the required courses as part of their major will need to select courses from the list below in replacement to apply to the minor. A minimum of three Psychology courses is required for the minor. Substitutions require the approval of the minor advisor.

- HLAD - 3101 Introduction to Healthcare Management Strategies (3)
- MGMT - 4300 Labor Relations (3)



- PSYC - 2150 Introduction to Research Methods (3)
- PSYC - 2410 Personality Theories (3)
- PSYC - 3203 Adulthood (3)
- STAT - 2100 Statistics (3)
- PADM - 2100 Introduction to Public Administration (3)
- PADM - 4300 Public Personnel Administration (3)

Total - 18 Hours

## **Psychology Minor**

An undergraduate minor in Psychology is offered to students majoring in other fields through the College of Education. This minor is particularly appropriate for those students whose area of study relies heavily upon knowledge of psychology, as well as for those students who simply desire additional work in psychology.

## **Requirements for the Minor**

Students must:

1. complete at least nine hours of course work at Governors State University;
2. submit transfer courses to the minor advisor for approval by the first week of the term of intended graduation;
3. complete the minimum number of hours identified in each of the four areas; and
4. complete all coursework applied toward the minor with grades of a "C" or better.

## **Required Courses (3 Hours)**

- PSYC - 1101 Principles of Psychology (3) \*

## **Personality Selective (6 Hours)**

*Select two courses:*

- PSYC - 2345 Social Psychology (3) \*
- PSYC - 2410 Personality Theories (3) \*
- PSYC - 3430 Abnormal Psychology (3) \*

## **Developmental/Cognitive Selective (6 Hours)**

*Select two courses*

- PSYC - 2201 Life-span Developmental Psychology (3) \*
- PSYC - 3201 Child Development (3) \*
- PSYC - 3202 Adolescence (3) \*
- PSYC - 3203 Adulthood (3) \*
- PSYC - 3204 Geropsychology (3) \*
- PSYC - 3520 Cognitive Psychology (3) \*
- PSYC - 3524 Principles of Learning and Behavior (3) \*

- PSYC - 4520 Cognitive Development (3) \*

## Applied Psychology Selective (3 Hours)

*Select one course:*

- PSYC - 1605 Love: What Everyone Needs to Know (3) \*
- PSYC - 1606 Sex: What Everyone Needs to Know (3) \*
- PSYC - 2102 Thinking and Writing in Psychology (4)
- PSYC - 2150 Introduction to Research Methods (3)
- PSYC - 3460 Mindfulness Studies (3)
- PSYC - 3465 Psychology of Spiritual Development (3)
- PSYC - 3602 Health Psychology (3)
- PSYC - 3820 Forensic Psychology (3)
- PSYC - 3828 Understanding Men (3)
- PSYC - 3829 Psychology of Women (3)
- PSYC - 3840 Industrial Psychology (3)
- PSYC - 4470 Introduction to Clinical Psychology (3)
- PSYC - 4475 Introduction to Family Dynamics (3)
- PSYC - 4490 Physical and Sexual Abuse of Children (3)
- STAT - 2100 Statistics (3)

## Substitutions for those who completed more than nine hours elsewhere (9 Hours)

Students who have completed the required courses or any selective may choose from the selective areas above for additional courses to meet the requirements of nine hours of course work completed at Governors State University.

### NOTE:

\* Available as telecourse or online.

Total - 18 Hours

## Graduate Certificate

### College Career Counseling Certificate

### **Note: Hours may change – under revision.**

The College Career Counseling Certification offered by the Counseling Program in the College of Education is designed in the hybrid format that will be accessible to a diverse population of various localities. While most course work is accomplished online, the monthly face to face class meetings will enhance the community feeling among students. The curriculum includes a sequence of five 3-credit hour courses designed to prepare professionals to enhance college career readiness in adolescents and adults in preparation for the challenging workforce. The curriculum focuses on knowledge and skill building in the areas of college career assessment, college admission counseling and career coaching with individuals in the secondary and postsecondary settings. Practicing or retired professionals in counseling, academic advising, financial aid, registrar, student life, and human resources will find a window of opportunities for professional renewal, development, and advancement.

## **Admission Criteria**

In addition to the GSU graduate certificate requirements for admission, applicants must:

1. Provide evidence of having completed a bachelor's degree from a regionally accredited institution of higher education.
2. Have an undergraduate GPA of 3.0 (A=4) or higher.

## **Student Progress**

The faculty monitor and evaluate student progress continuously. The Counseling Department Faculty and Student Handbook provide a specific description of the standards used to evaluate student progress.

## **Conditional Continuation**

The faculty may permit a student to progress conditionally. In such cases, faculty review of the applicant's record and performance identifies evidence that the student is likely to be successful in the program. The status of all students permitted to progress conditionally is reviewed by the faculty each semester, and students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is transferred to good standing status. Students may not be admitted to the culminating project without achieving good standing status.

## **Certificate Requirements**

Students must meet all university requirements for a certificate. A 100-hour practicum embedded in COUN-8852 is required for all students.

## **Required Preparation/Prerequisite Courses**

To receive the College Career Coaching Certification, students must successfully complete the following courses with a grade of "B" or better.

### **Counseling Course Prerequisites**

- COUN - 7620 Lifespan Developmental Issues (3) \*
  - COUN - 7730 Life Style and Career Development (3) \*
- \*or equivalent courses

### **College Career Coaching Certificate Courses (10 Hours)**

- COUN - 7735 Students and the Higher Education Culture: An Introduction (3)
- COUN - 8852 College Career Coaching Academy (3) (Lab: COUN - 3300 My Career Workshop or Community Service Learning Project)
- COUN - 8862 College Admission Counseling (3)

Total - minimum of 10 - 16 Hours

## **Mindfulness in the Helping Professions Certificate**

The College of Health and Human Services and the College of Education offer to train professionals to integrate mindfulness-based approaches to clinical practice. The program focuses on three areas: academic, professional, and personal. At the academic level, program participants will become familiar with current research on the application of mindfulness to a variety of clinical settings. At the professional level, participants will develop skills to utilize interventions to treat a variety of clinical problems and disorders, including anxiety and depression and stress-related illnesses. At the personal level, participants will integrate mindfulness practices into their own lives.

The program is intended for post-masters mental health and allied health professionals (nurses, addiction counselors, occupational therapists, physical therapists, psychologists, social workers) with access to clinical populations. In addition, current masters level GSU students enrolled in clinically-oriented programs and who are in their advanced clinical practicum/internship, are eligible for the program. The deadline for admission for fall semester will be March 15.

## **Admissions Requirements**

A master's or doctoral degree in mental health or allied health professions. Graduate students enrolled in and having good standing in their advanced practicum/internship and who have access to a clinical population will be considered for admission on an individual basis.

### **Applicants must:**

1. provide evidence of a master's, specialist, or doctoral degree from an accredited institution or provide evidence of being currently enrolled in a graduate degree program and having completed or being enrolled in an advanced clinical practicum/internship, or working toward clinical/counseling licensure with access to a clinical population;
2. be in good academic standing at the last institution attended;
3. have satisfied any university and program admission criteria for the certificate program for which they are applying;
4. submit a non-refundable \$50 application fee.

## **Requirements for the Certificate**

The curriculum leading to the Mindfulness in the Helping Professions Certificate consists of six graduate courses:

- SOCW - 7801 Introduction to Mindfulness in the Helping Professions (3)  
**OR**
- PSYC - 7801 Introduction to Mindfulness in the Helping Professions (3)
  
- SOCW - 7802 Laboratory in Mindfulness I (2)  
**OR**
- PSYC - 7802 Laboratory in Mindfulness I (2)
  
- SOCW - 7803 Advanced Mindfulness in the Helping Professions (3)  
**OR**
- PSYC - 7803 Advanced Mindfulness in the Helping Professions (3)
  
- SOCW - 7804 Laboratory in Mindfulness II (2)  
**OR**
- PSYC - 7804 Laboratory in Mindfulness II (2)
  
- SOCW - 7806 Laboratory in Mindfulness III (2)  
**OR**
- PSYC - 7806 Laboratory in Mindfulness III (2)

- SOCW - 7808 Laboratory in Mindfulness IV (2)
- OR**
- PSYC - 7808 Laboratory in Mindfulness IV (2)

Total - 14 Hours

## Completion

To receive the Mindfulness in the Helping Professions Certificate each student must:

1. Be admitted to the certificate according to the admission requirements;
2. Complete the six required courses with a cumulative GPA of at least a 3.0;
3. Remove all grades of incomplete by the date that the certificate is to be completed;
4. Complete all coursework within two (2) years from the date of admission;
5. Meet all financial obligations to the university; and
6. Submit an application for award of the certificate.

## **Post Master's Clinical Mental Health Counselor Certification**

This College of Education certificate is designed for those who already possess a master's degree in Counseling or Psychology and now wish to pursue certification in Clinical Mental Health Counseling.

## Admissions Criteria

In addition to the GSU graduate certificate requirements for admission, applicants must:

1. provide evidence of having completed a master's degree from a regionally accredited institution of higher education in counseling or psychology;
2. be LPC or LPC eligible; and
3. have a graduate GPA of 3.0 or higher.

## Student Progress

The faculty monitors and evaluates student progress continuously. The Counseling Department Faculty and Student Handbook provide a specific description of the standards used to evaluate student progress.

## Conditional Continuation

The faculty may permit a student to progress conditionally. In such cases, faculty review of the applicant's record and performance identifies evidence that the student is likely to be successful in the program. The status of all students permitted to progress conditionally is reviewed by the faculty each term, and students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is transferred to good standing status. Students may not be admitted to the culminating project without achieving good standing status.

## Certificate Requirements

Students must meet all university requirements for a certificate. See the internship manual or materials for additional information.

## Required Preparation/Prerequisite Courses (9 Hours)

### Counseling Course Prerequisites

- COUN - 6630 Counseling Theories and Ethics (3) \*
- COUN - 7810 Beginning Counseling and Human Relations Skills (3) \*
- COUN - 7855 Assessment and Treatment Planning (3) \*

## Clinical Mental Health Counseling Required Certificate Courses (15 Hours)

- COUN - 7633 Clinical Mental Health Counseling, Community Counseling, and Professional Orientation (3)
- COUN - 8842 Practicum 1: Individual and Vocational Counseling (3)
- COUN - 8845 Practicum 2: Advanced Individual and Vocational Counseling (3)
- COUN - 8848 Crisis Intervention and Trauma Counseling (3)
- COUN - 8849 Psychopharmacology and Substance Abuse (3)

Total - 24 Hours

## **Post Master's Marriage and Family Counselor Certification**

This College of Education certificate is designed for those who already possess a master's degree in Counseling or Psychology and now wish to pursue certification in Marriage and Family Counseling.

### **Admissions Criteria**

In addition to the GSU graduate certificate requirements for admission, applicants must:

1. provide evidence of having completed a master's degree from a regionally accredited institution of higher education in counseling or psychology;
2. be LPC or LPC eligible; and
3. have a graduate GPA of 3.0 or higher.

### **Student Progress**

The faculty monitors and evaluates student progress continuously. The Counseling Department Faculty and Student Handbook provide a specific description of the standards used to evaluate student progress.

### **Conditional Continuation**

The faculty may permit a student to progress conditionally. In such cases, faculty review of the applicant's record and performance identifies evidence that the student is likely to be successful in the program. The status of all students permitted to progress conditionally is reviewed by the faculty each term, and students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is transferred to good standing status. Students may not be admitted to the culminating project without achieving good standing status.

### **Certificate Requirements**

Students must meet all university requirements for a certificate. See the internship manual or materials for additional information.

## Required Preparation/Prerequisite Courses (6 Hours)

### Counseling Course Prerequisites

- COUN - 7725 Family Systems: Theory and Practice (3) \*
  - COUN - 8811 Individual and Family Play Therapy (3) \*
- \* or equivalent courses*

## Marriage and Family Required Certificate Courses (12 Hours)

- COUN - 6625 Sex Therapy (3)
- COUN - 8825 Advanced Family Systems Theory (3)
- COUN - 8859 Family and Couples Counseling (3)

Total - 18 Hours

## **Post Master's School Counseling Certification**

This College of Education certificate is designed for those who already possess a master's degree in Counseling or Psychology and now wish to pursue licensure in School Counseling. This set of a minimum of 24 hours meets the ISBE requirements for Educator License - School Counseling.

## **ISBE Certification**

The Illinois State Board of Education (ISBE) has approved the School Counseling program to prepare candidates for the Educator License with an endorsement in School Counseling. Candidates seeking to be recommended for this credential shall either (1) hold or be qualified to hold a teaching license from a regionally accredited institution, or (2) have completed the GSU or equivalent teaching competence courses (i.e. EDAD-7801, COUN-7620, COUN-6622 and SPED-6101).

All School Counseling students must present evidence of passing the ILTS School Counselor Content Exam before they are permitted to begin internship and before they will be recommended for Educator License.

## **Admissions Criteria**

In addition to the GSU graduate certificate requirements for admission, applicants must:

1. Provide evidence of having completed a master's degree from a regionally accredited institution of higher education in counseling or psychology;
2. Have a graduate GPA of 3.0 or higher.

## **Student Progress**

The faculty monitor and evaluate student progress continuously. The Counseling Department Faculty and Student Handbook provides a specific description of the standards used to evaluate student progress.

## Conditional Continuation

The faculty may permit a student to progress conditionally. In such cases, faculty review of the applicant's record and performance identifies evidence that the student is likely to be successful in the program. The status of all students permitted to progress conditionally is reviewed by the faculty each term, and students are informed in writing of the conditions necessary for them to be transferred to good standing status. When conditions are met, the student is transferred to good standing status. Students may not be admitted to the culminating project without achieving good standing status.

## Certificate Requirements

1. Students must meet all university requirements for a certificate. See the internship manual or materials for additional information.
2. In addition, candidates must complete all relevant requirements in the Teacher Education and Licensure section of the University Catalog.
3. A 600-hour internship is required for all counseling students.

Prior to receiving the university recommendation for the Educator License, students must provide evidence of having passed the School Counselor content area examination of the Illinois Licensure Testing System.

## Required Preparation/Prerequisite Courses (30 Hours)

### Counseling Course Prerequisites

- COUN - 6630 Counseling Theories and Ethics (3) \*
- COUN - 7720 Social and Cultural Foundations (3) \*
- COUN - 7725 Family Systems: Theory and Practice (3) \*
- COUN - 7730 Life Style and Career Development (3) \*
- COUN - 7847 Group Dynamics (3) \*
- COUN - 6610 Research and Assessment (3) \*

### Teacher Competency Prerequisites

- COUN - 7620 Lifespan Developmental Issues (3) \*
  - EDAD - 7801 Organizational Leadership (3) \*
  - SPED - 6101 Survey of Students with Exceptionalities (3) \*
- \* or equivalent courses

## School Counseling Required Certificate Courses (24 Hours)

- COUN - 6638 Introduction to School Counseling (3)
- COUN - 8851 Consultation and School Staff Development (3)
- COUN - 8844 Practicum: School Counseling (K-12) (3)
- COUN - 8852 College Career Coaching Academy (3)
- COUN - 8858 Development of School Counseling Programs (3)
- COUN - 8968 Counseling Internship I: School Counseling (3)
- COUN - 8969 Counseling Internship II: School Counseling (3)

Total - minimum of 24 Hours



# **College of Health and Human Services**

**Catherine Balthazar, Dean**

## **Faculty in the College of Health and Human Services**

### **Department of Addictions Studies and Behavioral Health**

Cheryl L. Mejta, Department Chairperson

Professor

Cheryl Mejta

Associate Professors

Serena Wadhwa

Assistant Professors

Courtney Kibble  
Mary McClure

Lecturers

Nancy Burley  
James Golding  
David O'Donnell  
Peter Palanca

*Community Health Program*

Associate Professor

Joseph Day

Assistant Professor

Ivonne Kanko

Lecturer

Carolyn Estes-Rodgers

### **Department of Communication Disorders**

Jessica Bonner, Department Chairperson

Professors

Catherine Balthazar

Associate Professors

Jessica Bonner  
Nicole Koonce  
Ravi Nigam

Assistant Professors

Henrietta Boudros  
Danielle Osmelak  
Angela Riccelli

Director of Clinical Education

Judith Platt

Lecturers

Leslie Engstrand-Guca  
Elaine Reyna  
Claire Thompson

**Department of Health Administration**

Ning Lu, Department Chairperson

Professor

Ning Lu

Assistant Professor

Kai-Wen Cheng  
Angelette Evans  
Muhammad Nafees Qamar  
Natalia Rekther

Senior Lecturers

Jennifer Groebner  
James A. Munz

Lecturers

Herbert Pitman

**Department of Nursing**

Nancy MacMullen, Department Chairperson and Director of Nursing

Professor

Linda Samson

Associate Professors

Nancy MacMullen  
Shirley Spencer  
Catherine Tymkow

Assistant Professors

Tiffany Jamison  
Josephine McCaskill

University Lecturers

Runez Bender  
Wyvon Blackwell  
Tareylon Chairse  
Shirley Comer  
Marlyn Hirsch  
Dianne Jamison  
Patricia Knowles  
Somi Nagaraj  
Catherine Peoples Robinson  
Georgiana Thomas

Director of Clinical Education

Tareylon Chairse

**Department of Occupational Therapy**

Caren Schranz, Department Chairperson

Professor

Elizabeth Cada

Associate Professors

Cynthia Carr  
Caren Schranz  
Renee Theiss

Visiting Assistant Professor

Erin Simpson

University Lecturers

Patti Kalvelage, Senior Lecturer  
Rebecca Kvasnicka, Lecturer

Academic Fieldwork Coordinator

Rebecca Kvasnicka

Professor Emeritus

Catherine Brady

**Department of Physical Therapy**

Rebecca Wojcik, Department Chairperson

Professor

David Diers  
Roberta O'Shea

Associate Professors

Renee Theiss  
Robin D. Washington  
Rebecca Wojcik

Assistant Professor

Scott Getsoian

Visiting Professor

Maryleen Jones

University Lecturers

Amy Bala  
Jessica Corbus

Professor Emeriti

Russell Carter

**Department of Social Work**

Gerri Outlaw, Department Chairperson and Director of the M.S.W. Program

Professors

Kim Boland-Prom  
Gerri Outlaw  
Maristela Zell

Associate Professors

Lydia Falconnier  
Lorri Glass  
Adelle Sanders

Assistant Professors

Linda Campos-Moreira  
Vickii Coffey  
Anjali Fulambarker  
Giesela Grumbach

Lecturers

Pamela Brown  
Lori Crowder  
Trevaughn Davis-Neal  
Levi Glass  
Phyllis West  
Januari Wilson

Undergraduate Program Coordinator

Lorri Glass

Director of Field Education

Pamela Brown

## **Undergraduate Programs Overview**

The undergraduate degree programs in the College of Health and Human Services prepare students for a variety of employment opportunities in the health and human services fields or for further education in graduate programs.

Many majors provide extensive community-based field experiences and exposure to, or participation in, research and service activities through a vast network of hospitals and alternative delivery systems in the Chicago region. Courses using both traditional and innovative teaching strategies provide the theoretical bases for clinical and research experiences. The college offers some courses of general and interdisciplinary interest to students in the other colleges, but most courses are designed to meet the professional education needs of the various majors.

"IAI" course designations refer to the statewide Illinois Articulation Initiative previously discussed and found at website [www.itransfer.org](http://www.itransfer.org).

The college is organized into seven academic departments and the Center of Excellence in Health Disparities Research. The academic departments are the Department of Addictions Studies and Behavioral Health; Department of Communication Disorders; Department of Health Administration; Department of Nursing; Department of Occupational Therapy; Department of Physical Therapy; and the Department of Social Work. Please visit [www.govst.edu/chhs](http://www.govst.edu/chhs) for current information about the college and its programs.

### **Accreditations**

The undergraduate Nursing major is accredited by the Accreditation Commission for Education in Nursing (ACEN).

The Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA) has approved the undergraduate minor in Addictions Counseling.

The undergraduate Health Administration major has full membership status in the Association of University Programs in Health Administration (AUPHA).

The undergraduate Social Work major is accredited by the Council on Social Work Education (CSWE).

## **Degree Requirements for Undergraduate Programs in the College of Health and Human Services**

The university degree requirements for undergraduate programs are listed in the Bachelor's Degree Requirements section of this catalog.

Requirements for specific degree programs are listed below under Programs Offered.

## **Graduate Programs Overview**

The graduate degree programs in the College of Health and Human Services prepare students for a variety of employment opportunities in the health and human services fields, either through career changes or advancement within a profession. All majors provide extensive field experiences and exposure to, or participation in, research and service activities through a vast network of hospitals, medical centers, ambulatory-care facilities, long-term care facilities, private practices, schools, and social

services agencies in the Chicago region. Courses using both traditional and innovative teaching strategies provide the theoretical bases for clinical and research experiences. The college also provides credit and noncredit continuing education courses and workshops for health and human service professionals at many off-campus locations throughout the country.

The college is organized into seven academic departments and the Center for Care and Study of Vulnerable Populations. The academic departments are the Department of Addictions Studies and Behavioral Health; Department of Communication Disorders; Department of Health Administration; Department of Nursing; Department of Occupational Therapy; Department of Physical Therapy; and the Department of Social Work. Please see the website for current information about the college and its programs.

## **Accreditation**

The graduate Addictions Studies major is accredited by the Illinois Alcohol and Other Drug Abuse Professional Certification Association, Inc. (IAODAPCA).

The graduate program in Communication Disorders is accredited in speech-language pathology by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association (ASHA) through October, 2023. It also is approved by the Illinois State Board of Education (ISBE) and leads to the eligibility for the Professional Educator License endorsed in Non-Teaching Speech-Language Pathology. The MHS in Communication Disorders also meets the educational requirements for licensure in speech-language pathology in the state of Illinois.

The graduate Nursing major is accredited by the Accreditation Commission for Education in Nursing (ACEN). The Accreditation Commission for Education in Nursing, Inc. is located at 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326. Phone 404.975.5000. Fax 404.975.5020.

The Occupational Therapy program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449.

The Physical Therapy program has been granted Accreditation Status for the first-professional DPT by the Commission on Accreditation in Physical Therapy Education (CAPTE), at 1111 N. Fairfax Street, Alexandria, VA 22314, telephone 703.706.3245, and e-mail at [accreditation@apta.org](mailto:accreditation@apta.org).

The Health Administration program is accredited by the Commission on Accreditation of Healthcare Management Education (CAHME).

The graduate Social Work program is accredited by the Council on Social Work Education (CSWE).

## **Degree Requirements for Graduate Programs**

The university degree requirements for graduate programs are listed in the Master's Degree Requirements section of this catalog.

Requirements for specific degree programs are listed below under Programs Offered.

## **Programs Offered**

### **Department of Addictions Studies and Behavioral Health**

#### **Bachelor of Health Science**

##### **Community Health, B.H.S.**

The undergraduate program in Community Health, offered through the College of Health and Human Services, provides students a broad-based community health education that will prepare them for a variety of career opportunities in health and human services fields. The Bachelor of Health Science degree in Community Health is designed to provide students with the broad-based educational background needed to design, implement, and evaluate programs and services that increase the quality, availability and effectiveness of health and wellness programs. The program has a strong underpinning in cultural understanding and sensitivity, giving you the ability to appreciate and respond to cultural and community influences on health and wellness promotion. The mission of the Community Health program is dedicated to protecting and improving the health and wellness of diverse populations with a particular focus of eliminating health disparities.

After completing a twenty eight-credit program core curriculum, students will select from three concentrations for the customization of the program. The three concentrations are: Health Promotion Across the Lifespan, Pre-Health Professions, and Foundations of Substance Abuse.

##### **Special Admissions Requirements**

Prospective students are required to have a minimum GPA of 2.0 in 24 hours of earned college credit from Governors State University or other regionally accredited institution for admission to all concentrations in the program.

##### **Prerequisites:**

Students must have completed a statistics course prior to acceptance in the program.

Application Deadlines:

- Fall Admission - July 30th
- Spring Admission - November 30th
- Summer Admission - April 15th

##### **Degree Requirements:**

Students must meet all university requirements for a bachelor's degree with a grade of "C" or better in all program required courses. Students must maintain a minimum of a 2.0 GPA in upper division course work and must satisfy all general education requirements.

##### **Program Outcomes**

Upon completion of this program, graduates will be able to:

- plan, develop, and implement community health education programs using a variety of strategies to improve the health status of the community as an aggregate population.



- conduct assessments of health needs and resources at both the individual and community level, including an analysis of social and political barriers that may impede health promotion efforts;
- identify, analyze, and interpret factors influencing people's health status through a strong grounding in social and behavioral theory;
- demonstrate competency in working with diverse cultures and communities;
- identify and analyze health disparities and design appropriate, culturally competent prevention and intervention strategies;
- develop, analyze, and interpret factors influencing people's health status through a strong grounding in social and behavioral theory and organizational management;
- evaluate the process and outcome of community based health education programs and long-term care programs;
- articulate the ethical and legal principles informing health education practice; and
- meet admission requirements for selected health and human services professional programs.

## Curriculum

### General Education Requirements (37 Hours)

See Bachelor's Degree Requirements in the catalog for detailed information about the General Education Requirements for transfer students and students admitted as freshmen.

#### **Communications (9 credit hours)**

- Two courses in written communication (6)
- One course in oral communication (3)

#### **Mathematics (3 credit hours)**

- Statistics (3)

#### **Physical and Life Sciences (7 credit hours)**

- 2 courses (7 semester credits) with one course selected from the life sciences and one course from the physical sciences, including at least one laboratory course.

#### **Humanities and Fine Arts (9 credit hours)**

- At least one course from humanities and at least one course from fine arts

#### **Social and Behavioral Sciences (9 credits)**

- 3 courses (9 semester credits) with courses selected from at least two disciplines.

Students who are considering the "Pre-Health Professions" concentration may want to consider the courses below to meet the Social and Behavioral Sciences requirement.

- General Psychology (3)
- Life-Span Development (3)
- General Sociology (3)

### Program Core Curriculum (28)

- HLSC - 3099 Introduction to Community Health (3)
- HLAD - 3106 Introduction to Epidemiology (3)
- HLSC - 3200 Foundations of Environmental Health (3)

- HLSC - 3300 Disparities and Cultural Awareness in Health (3)
- HLSC - 4100 Health Promotion (3)
- HLSC - 4150 Health Education Models and Systems (3)
- HLSC - 4300 Health and Wellness Programs (3)
- HLSC - 4500 Research Design in Community Health (3)
- HLSC - 4989 Internship Seminar (1)
- HLSC - 4990 Internship (3)

This course has as a prerequisite HLSC - 4989 Internship Seminar (1) which needs be taken **the semester before** you plan on completing your internship. Additionally, HLSC 4990, can only be taken in the final semester of the program with no more than two other courses. Finally, you must submit a completed internship application by the published deadlines below:

- Fall Semester: April 15th
- Spring Semester: September 15th
- Summer Semester: February 15th

## Health Promotion Across the Lifespan (32)

- HLSC - 2100 Contemporary Issues in Health (3)
- HLSC - 2200 Global Health (3)
- HLSC - 2300 Human Sexuality (3)
- HLSC - 3400 Principles of Aging and Physical Activity (3)
- HLSC - 3500 Disasters and Public Health (3)
- HLSC - 4101 HIV: The Epidemic: Issues for Healthcare Providers, Educators, Employers, and Consumers (3)
- HLSC - 4130 Nutritional Pathways (3)
- HLSC - 4160 Public Health Communication (3)
- HLSC - 4200 Comparative Complementary and Alternative Medicine (3)
- HLSC - 4700 Leadership in Public Health (3)
- HLSC - 5512 Changing Health Behaviors (3)

## Pre-Health Professions (Credit Hours Vary with the Specific Health Field)

The Pre-Health Professions concentration prepares students to meet the pre-requisites required for a variety of advanced health professions degrees such as Occupational Therapy, Physical Therapy, Physician Assistant, Public Health, Medicine, Dentistry, and Nutrition. The specific pre-requisites vary depending upon which health profession the student intends to pursue. In consultation with the academic advisor, the student will select those courses which best meet the specific pre-requisites required by the health profession.

## Foundations of Substance Abuse (32)

- HLSC - 4101 HIV: The Epidemic: Issues for Healthcare Providers, Educators, Employers, and Consumers (3)
- ADDS - 3200 Screening, Referral, and Treatment Planning (3)
- ADDS - 4100 Psychopharmacology (3)
- ADDS - 4150 Addictions: Recovery Process (3)
- ADDS - 4180 Substance Abuse: A Systems Approach (3)
- ADDS - 4220 Clinical Techniques in Substance Abuse (3)
- ADDS - 4600 Community-based Prevention (3)
- ADDS - 5100 Substance Abuse: Current Concepts (3)

**NOTE:** Select an additional 8 hours of elective courses from HLSC or ADDS at the upper division level.

Electives (Credit Hours vary based on Concentration)

Total - 120 Credit Hours

## **Master of Health Science**

### **Addictions Studies, M.H.S.**

The graduate major in Addictions Studies from the College of Health and Human Services is designed to prepare individuals for leadership careers in the prevention and treatment of substance abuse. The curriculum is based on the premise that addictions are multi-factorial, requiring a multi-solution academic approach. As professionals in the field, students need theoretical and empirical knowledge drawn from diverse behavioral, health, and social sciences. As substance abuse specialists, students will need a theoretical knowledge of etiology and epidemiology, education and community health approaches to prevention, clinical reasoning in treatment, and a background in the political, legal, and historical development of the field. As leaders in the substance abuse field, students will be familiar with planning, managing, and evaluation of both treatment and prevention services.

Students who have experience and academic training in the field of criminal justice and who wish to pursue certification as Criminal Justice Addictions Professionals should contact an advisor for information about this option.

### **Program Outcomes**

Graduates of the program are expected to:

1. Identify the behavioral, psychological, physical, and social effect of psychoactive substances on the user and significant others.
2. Recognize the social, political, economic, and cultural context within which substance use exists, including risk and resiliency factors that characterize individuals, groups, and living environments.
3. Describe the interaction between substance use disorders and other medical and mental health conditions.
4. Describe the philosophies, practices, policies, and outcomes of evidence-based models of treatment, recovery, relapse prevention, and continuing care for substance use disorders and related problems.
5. Recognize the importance of family, social networks, and community systems in the treatment and recovery process.
6. Understand established screening and assessment criteria for substance use disorders, treatment modalities, and placement criteria within the continuum of care.
7. Adapt helping strategies and treatment modalities to the client's stage of use, dependence, change, or recovery.
8. Incorporate the relevant needs of culturally diverse groups and people with disabilities into clinical practice.
9. Gather and organize data systematically from the client and other sources using a variety of methods that are sensitive to age, developmental level, culture, and gender that can be used for screening and assessment, treatment planning, referral, service coordination, provision of services, and consultation.
10. Adhere to established professional codes of ethics, Federal and State laws, and agency regulations that define the professional context and standards of the counselor and safeguard the client.
11. Recognize and utilize evidence-based practices in their professional activities.

### **Special Admissions Requirements**

In addition to meeting university admission criteria, applicants must:

1. have a cumulative G.P.A. of 2.5 or higher for all undergraduate courses; and

2. have completed the following course work or their equivalent: six hours of study in the behavioral sciences (three hours must be in an introductory psychology course and the additional three hours in psychology, sociology, social work, or anthropology); six hours of biological sciences or chemistry; and a statistics or research methods course.

*Prerequisites: nine credit-hours of addiction-related course work, including three credits in multicultural perspective (may be completed after admission to the program).*

Applicants must provide documentation of equivalent course work to the advisor.

## Recommended Preparation

An undergraduate major in one of the following fields is recommended: behavioral sciences, social work, or allied health disciplines. An undergraduate minor in addictions studies is suggested.

## Admission to Candidacy

After admission as a degree-seeking student, a student must also apply for candidacy. Application forms are available in the program office. Application for candidacy should be made at the beginning of the term in which the student expects to fulfill the candidacy requirements. Until degree candidacy status is attained, a student will not be permitted to enroll ADDS-8300, or ADDS-8800. To qualify for degree candidacy, a student must:

1. maintain a G.P.A. of 3.0 or higher for all graduate courses attempted; and
2. earn a grade of "B" or better in six of the following eight courses: ADDS-6100, ADDS-6600, ADDS-7200, ADDS-7400, ADDS-6900, ADDS-6500, ADDS-7500, and ADDS-8200.

More detailed candidacy information is available through the program office or the student's advisor.

## Degree Requirements

Credit-hours earned in Addictions Studies, Professional Development courses cannot be applied toward degree requirements. Students must meet all university requirements for a master's degree.

## Required Courses (29 Hours)

- ADDS - 6100 Psychopharmacology (3)
- ADDS - 6500 Planning, Managing, and Evaluating Substance Abuse Programs (3)
- ADDS - 6600 Substance Abuse Prevention (3)
- ADDS - 6900 Etiology and Epidemiology of Substance Abuse (3)
- ADDS - 7200 Substance Abuse Counseling (3)
- ADDS - 7400 Group Techniques (3)
- ADDS - 7500 Theoretical Models for Counseling and Addiction Related Issues (3)
  
- ADDS - 7600 Psychopathology and Coexisting Disorders (3)
- **OR**
- ADDS - 8200 Seminar in Substance Abuse (3)
  
- ADDS - 8300 Comprehensive Examination (1)
- ADDS - 8800 Internship (4)

## Career Selectives (3 Hours)

In consultation with advisor, select three hours from the courses that are appropriate to the student's career or educational goals.

**Total - 32 Hours**

## **Addictions Studies, Addictions Counseling Concentration, M.H.S.**

The Master of Health Science in Addictions Studies-Addictions Counseling Concentration is designed to meet the increased professional expectations for addictions counselors as detailed in, Center for Substance Abuse Treatment (2009), *Addiction Counseling Competencies: The Knowledge, Skills and Attitudes of Professional Practice*.<sup>\*</sup> The intent of the Addictions Counseling Concentration is to expand the professional opportunities of addictions studies graduate majors and to provide the community with specialized addictions counselors who are educated to address the persistent problems of addictions and related issues.

<sup>\*</sup> Center for Substance Abuse Treatment (2009).

Addictions Counseling Competencies: The Knowledge, Skills and Attitudes of Professional Practice. Technical

Assistance Publication (TAP) 21. HHS Publication No. (SMA) 08-4171. Rockville, MD: Substance Abuse and Mental Health Services Administration.

## **Additional Program Outcomes**

In addition to the program outcomes for the MHS in Addictions Studies specified above, graduates of the Addictions Counseling Concentration are expected to:

1. Know the professional organizations, competencies, preparation standards and state credentials relevant to the practice of professional counseling.
2. Understand the history, philosophy and trends in both addictions and other counseling.
3. Differentiate substance use disorders from other psychopathologies.
4. Apply the diagnostic process including differential diagnosis using current diagnostic tools such as the DSM.
5. Identify developmental factors through the lifespan that influence behavioral health and addictions.
6. Incorporate evidenced-based family interventions into clinical work.
7. Apply career theories as related to lifestyle, education, decision-making, and development in both counseling and substance abuse treatment.
8. Critically evaluate research relevant to the practice of addictions and other counseling.
9. Evaluate various models of consultation and supervision of counselors.
10. Incorporate the relevant needs of culturally diverse groups and people with disabilities into clinical practice.
11. Gather and organize data systematically using a variety of screening and assessment methods that are sensitive to age, developmental level, cultural factors and gender that can be used for treatment planning, referral, service coordination, provision of services and consultation.
12. Synthesize, integrate, and apply the major theories of counseling in the conceptualization of interventions to effectively prevent, treat, and manage addictions, mental health, and other quality of life factors.

## **Special Admissions Requirements**

You are eligible to apply for the MHS in Addictions Studies- Addictions Counseling Concentration if you meet the following criteria:

1. Current student in the MHS in Addictions Studies Program.
2. Have achieved candidacy.
3. Have no grade of "C" or less in any core courses; and
4. Have a G.P.A. of 3.5 or higher in all completed core courses.

5. Complete the Application Packet for the Addictions Counseling Concentration.

## Degree Requirements

Students must meet all university requirements for a master's degree. Students also must have met all requirements for candidacy status in the MHS in Addictions Studies Program.

### Required Courses (35 Hours)

- ADDS - 5520 Cultural Considerations (3)
- ADDS - 6140 Professional Practice (3)
- ADDS - 6300 Families, Counseling Approaches, and Addiction (3)
- ADDS - 6400 Behavioral Health Across the Life Span (3)
- ADDS - 7100 Screening and Assessment (3)
- ADDS - 7300 Career Foundations and Development (3)
- ADDS - 7600 Psychopathology and Coexisting Disorders (3) \*
- Or
- ADDS - 8200 Seminar in Substance Abuse (3) \*
- \* Take one or the other depending upon which course was already taken pre-candidacy.
- ADDS - 7700 Supervision and Consultation (3)
- ADDS - 8400 Practicum in Addictions Counseling (3)
- ADDS - 8800 Internship (4)
- ADDS - 8810 Advanced Clinical Internship (4)

Subtotal for Addictions Studies Candidacy - 25 Hours

Subtotal for Addictions Counseling Concentration - 35 Hours

Total - 60 Hours

## Minors

### Addictions Studies Minor

An undergraduate minor in Addictions Studies from the College of Health and Human Services is available to students majoring in other fields. This minor is particularly appropriate for those students whose chosen career area will bring them into contact with substance abusers and their collaterals.

### Requirements for the Minor

Students must meet all university requirements for a minor.

In addition, students must:

1. complete at least nine hours of the required course work listed below at Governors State University; and
2. submit transfer courses to the minor advisor for approval by the first week of the term of intended graduation.

## Required Courses (18 Hours)

- ADDS - 5100 Substance Abuse: Current Concepts (3)
- ADDS - 5520 Cultural Considerations (3)
- ADDS - 4150 Addictions: Recovery Process (3)
  
- ADDS - 3260 The Adolescent Substance Abuser (3)
- **OR**
- ADDS - 4180 Substance Abuse: A Systems Approach (3)
  
- ADDS - 3200 Screening, Referral, and Treatment Planning (3)
- ADDS - 4220 Clinical Techniques in Substance Abuse (3)

Total - 18 Hours

## Graduate Certificate

### **Addictions Screening, Assessment, and Referral Certificate**

The certificate program in Addictions Screening, Assessment, and Referral from the College of Health and Human Services , prepares health, human service, justice, and education professionals to deliver empirically-based services to individuals with substance use/abuse issues within their practice settings. Preparation is accomplished through the completion of academic course work delivered through state-of-the-art distance learning strategies, especially computer-based and web-based technologies.

#### **Accreditation/Certification**

Illinois residents seeking certification as Assessment/ Referral Specialists through the Illinois Alcohol and Other Drug Abuse Professional Certification Association, Inc. (IAODAPCA) may use the coursework to partially satisfy certification requirements. An optional internship and one year of paid work experience in assessment/ referral are also required prior to state certification. The IAODAPCA office is located at 1305 Wabash Avenue, Suite L, Springfield, Illinois 62704-4938. State certification may be available in other states. It is suggested that applicants review licensure and certification requirements in the states in which they anticipate employment.

### **Special Admission Requirements**

In addition to meeting university admission criteria, applicants must:

- submit an application for admission to the certificate program; and
- have a bachelor's degree in a health, human services, justice, or education area with a minimum cumulative G.P.A. of 2.50 on a 4.0 scale.

Admission to the certificate program is not a guarantee of admission to the M.H.S. program.

### **Certificate Completion Requirements**

Students will complete the certificate program in Addictions Screening, Assessment, and Referral by satisfactorily passing each of the following courses with a minimum 70 percent achievement level; a final grade of "C" or better; and with a cumulative G.P.A. of "B" or better (3.0 on a 4.0 scale).

## Required Courses (12 Hours)

- ADDS - 5100 Substance Abuse: Current Concepts (3)
- ADDS - 5520 Cultural Considerations (3)
- ADDS - 7100 Screening and Assessment (3)
- HLSC - 5512 Changing Health Behaviors (3)

## Department of Communication Disorders

### Bachelor of Health Science

#### Communication Disorders, B.H.S.

The College of Health and Human Services offers an undergraduate major in Communication Disorders. The mission of this undergraduate program is to prepare students for successful entry into professional preparation programs in communication sciences and disorders and related fields, and to provide a high-quality foundation for careers in health sciences and education. The program provides undergraduates and post-baccalaureate students with an exceptional education in an environment of civic engagement, community service, and diversity.

#### Program Outcomes

Upon completion of the undergraduate program in communication disorders, students will be able to:

1. Describe and explain the anatomy, physiology, and neurology of the normal processes of speech, language, hearing and swallowing.
2. Describe and explain the acoustic and psychoacoustic bases and characteristics of normal speech production and perception.
3. Phonetically transcribe American English, including its regional and cultural variations.
4. Explain the roles of linguistic, psycholinguistic, and sociolinguistic (including dialectal, cultural, and economic) factors that influence stages and characteristics of normal communication development and behavior.
5. Explain the effects of dialectal, social, economic, ethnic, and cultural influences on communication behavior.
6. Describe the major communicative characteristics of individuals with disorders of articulation, language, voice, fluency, and hearing.
7. Assess, at a fundamental level, communication behaviors of individuals with disorders of speech, language, and hearing.
8. Design elementary intervention strategies, using a variety of input modalities, for individuals with communication disorders.

#### Professional Certification and Licensure

Professional practice as a speech-language pathologist or audiologist requires a graduate degree. The undergraduate major in CDIS contributes to the foundational knowledge that is necessary for graduate study, and includes required coursework to qualify for state licensure and national certification. The CDIS bachelor's degree curriculum thus includes the university's general education requirements for the Illinois State Board of Education (ISBE) Professional Educator License endorsed in Non-Teaching Speech-Language Pathology, as well as the specific undergraduate level content required for the Certificate of Clinical Competence in Speech-Language Pathology from the American Speech-Language-Hearing Association (ASHA). For further information, or an appointment with an advisor, call the Program Office at 708.534.4590.



## Special Admission Requirements

In addition to meeting university admission criteria, applicants for the CDIS major must have a grade point average (G.P.A.) of at least 2.75. Applicants must also meet the ISBE basic skills requirement by having passed the ISBE Test of Academic Proficiency (TAP) or achieved an equivalent ACT or SAT score (as defined by ISBE; for further description of test requirements, please refer to the Student Resources section of [www.govst.edu/chhs/cdis/mhs](http://www.govst.edu/chhs/cdis/mhs)). Applicants who do not have the required G.P.A. may petition for an exception.

## Degree Requirements

### General Education Requirement for the Professional Educator License (37 to 41 Hours)

Students intending to apply for the Professional Educator License endorsed in Non-Teaching Speech-Language Pathology must meet University General Education Requirements (see requirements).

### Core Requirements (54 Hours)

The following courses or their equivalents may be taken at either the lower-division or upper-division level:

- CDIS - 2100 Introduction to Sign Language (3)
- CDIS - 3099 Introduction to Communication Disorders (3)
- CDIS - 3400 Phonetics (3)
- CDIS - 3500 Speech and Hearing Science (3)
- CDIS - 3600 Anatomy and Physiology of Speech and Hearing (3)
- CDIS - 4100 Language Development: Early Stages (3)
- CDIS - 4150 Language Development: Later Stages (3)
- CDIS - 4200 Sociolinguistics (3)
- CDIS - 4300 Neuroscience for the Study of Communication Disorders (3)
- CDIS - 4400 Introduction to Audiology (3)
- CDIS - 4600 Augmentative and Alternative Communication (3)
- CDIS - 4900 Clinical Methods in Communication Disorders (3)
- EDUC - 2310 Foundations of Education (3)
- EDUC - 3440 Educational Psychology II: Learning, Assessment and Classroom Management (3)
- PSYC - 1101 Principles of Psychology (3)
- PSYC - 3201 Child Development (3)
- SPED - 2100 Survey of Students with Exceptionalities (3)
- STAT - 2100 Statistics (3)

### Electives (25-29 hours)

Total - 120 Hours

## Master of Health Science

### Communication Disorders, M.H.S.

## **MHS Program in CDIS Mission**

The College of Health and Human Services offers a graduate major in Communication Disorders.

The mission of the graduate program in Communication Disorders is to prepare confident, critically-thinking, clinically proficient and culturally competent speech-language pathologists to work in health care, education, and private practice environments. Through an innovative, community-focused model of clinical and academic training, a foundation in evidence-based practice, and a diversity-infused curriculum, the program aims to develop civic-minded and engaged clinician-researchers.

The program provides rigorous coursework and clinical practicum experiences necessary to obtain the Certificate of Clinical Competence in Speech-Language Pathology from the American Speech-Language-Hearing Association, the Professional License from the Illinois Department of Financial and Professional Regulation, and the Professional Educator License from the Illinois State Board of Education.

## **Program Outcomes**

Upon completion of the graduate program in communication disorders, the student will be able to:

1. Assess the communication and relevant behaviors of individuals with disorders of fluency, articulation/ phonology, voice, oral language, hearing, and feeding/swallowing.
2. Develop individualized intervention goals consistent with the requirements of federal and state laws.
3. Design individualized intervention plans for individuals with disorders of fluency, articulation/phonology, voice, oral language, and feeding/swallowing.
4. Provide appropriate speech-language pathology services to culturally diverse client populations.
5. Develop, select, and prescribe multimodal augmentative and alternative communication systems.
6. Apply scientific principles to evaluate the effectiveness of services.
7. Behave in a manner consistent with the ASHA code of ethics and the ASHA Scope of Practice in Speech-Language Pathology.
8. Integrate and apply clinical knowledge by successfully completing the national written certification examination (Praxis) of the American Speech-Language-Hearing Association (ASHA) and the Illinois State Board of Education (ISBE) examinations for the Professional Educator License endorsed in Non-Teaching Speech-language Pathology.

## **Program Accreditation and Certification**

The graduate program is accredited in speech-language pathology by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association (ASHA), 2200 Research Boulevard #310, Rockville, Maryland 20850, 800.498.2071 or 301.296.5700. The period of accreditation extends through October 31, 2023. Graduates meet all academic and practicum requirements for the ASHA Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP). This major also meets the academic requirements for licensure in speech-language pathology in Illinois.

The program is approved by the Illinois State Board of Education (ISBE) and meets academic requirements for the Professional Educator License endorsed in Non-Teaching Speech-Language Pathology. This license is required for any speech-language pathologist employed in Illinois public schools. Graduates meet the ISBE requirements for Licensure through Approved Programs (entitlement).

The program in Communication Disorders is designed to serve both part-time and fulltime students.

## **Special Admission Requirements**

This program accepts a limited number of applicants and generally admits students only for the fall term. Students must apply for admission by January 15 of the year in which enrollment is sought. Applicants will be ranked for admission on the basis of

academic potential. The number admitted will be based on the number of available openings in the program. Priority will be given to the applications of qualified Illinois residents.

In addition to meeting university criteria, applicants must:

1. have completed a bachelor's degree at a university with regional accreditation;
2. have completed a minimum of 15 graded credit hours of coursework in the discipline;
3. have a cumulative GPA of 3.0 or higher for all undergraduate coursework; and
4. have a G.P.A. of 3.0 or higher for all undergraduate courses attempted in the discipline.

Application to the graduate program in Communication Disorders at Governors State University is made through a centralized application service: CSDCAS. To apply to our program, you should access the Communication Sciences and Disorders Centralized Application Service at [www.csdcas.org/](http://www.csdcas.org/). All application materials are due by January 15 of the year you wish to begin graduate school.

Additional information about the application process to the graduate program is available on the department's website: <http://www.govst.edu/chhs/dcd/mhs/>.

## **Recommended Preparation**

In order to meet the general education requirements for the ASHA Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP), applicants must demonstrate knowledge of the principles of biological sciences, physical sciences, statistics, and social/ behavioral sciences. Students are required to have the equivalent of at least one 3-hour course in each of the four content areas. Courses with grades below "C" cannot be applied toward general education requirements.

## **Thesis/Non-Thesis Option**

In the non-thesis option, a student enrolls in a least 1-credit hour of CDIS - 8000 Current Topics (1-3). The course explores current clinical and scientific issues in communication disorders. Topics will vary and may be repeated for credit.

With faculty approval, students may choose the thesis option. In the thesis option, a student completes a master's project, prepares a formal thesis manuscript, and presents the study in a formal seminar. The thesis option is designed for students who have focused research interests or who intend to pursue doctoral study. The thesis proposal must be approved before starting the practicum sequence.

More information about these options is available in the Communication Disorders Graduate Student Handbook.

## **Admission to Candidacy**

After completion of nine graduate credit-hours in Communication Disorders courses, a student must apply for candidacy. Application forms are available in the program office.

To qualify for degree candidacy, a student must:

1. apply for candidacy in the term after completing nine graduate credit-hours in Communication Disorders courses;
2. have an approved study plan;
3. complete all undergraduate requirements in the approved study plan;
4. successfully complete graduate Communication Disorders courses taught by at least two different faculty in Communication Disorders;
5. earn a minimum G.P.A. of 3.00 in the first nine credits of graduate Communication Disorders courses;
6. earn no more than one grade of "C" in graduate Communication Disorder courses;
7. demonstrate acceptable speech, language, and hearing abilities; and
8. demonstrate interpersonal skills appropriate for the profession.

More detailed candidacy information is available in the Communication Disorders Graduate Student Handbook and through the student's academic advisor.

## Degree Requirements

Students must meet all university requirements for a master's degree. In addition, students must:

1. complete all required graduate Communication Disorders courses with a G.P.A. of at least 3.0;
2. satisfactorily complete all practicum requirements. Information about these requirements is available through the Communication Disorders program;
3. pass written qualifying examinations; and
4. graduate with no more than one grade of "C" in graduate Communication Disorders academic courses.

## Required Courses (54 Hours)

- CDIS - 6100 Professional and Scientific Foundations of Communication Disorders (3)
- CDIS - 6200 Advanced Assessment and Intervention in Speech-Language Pathology (3)
- CDIS - 7100 Fluency Disorders: Evaluation and Treatment (3)
- CDIS - 7200 Voice and Resonance Disorders (3)
- CDIS - 7300 Aural Rehabilitation: Principles and Procedures (3)
- CDIS - 7400 Speech Sound Disorders in Children (3)
- CDIS - 7500 Child Language Disorders: Early Stages (3)
- CDIS - 7550 Child Language Disorders: Later Stages (3)
- CDIS - 7600 Adult Language and Cognitive Disorders (3)
- CDIS - 7700 Motor Speech Disorders: Differential Diagnosis and Treatment (3)
- CDIS - 7800 Dysphagia in Adults and Children (3)
- CDIS - 8100 Professional Development Seminar in Communication Disorders (1)
- CDIS - 8200 Foundations of Clinical Practice (1)
- CDIS - 8300 Qualifying Exams in Communication Disorders (1)
- CDIS - 8810 Practicum in Speech-Language Pathology: Special Populations (6)
- CDIS - 8820 Practicum in Speech-Language Pathology: Public School (6)
- CDIS - 8830 Practicum in Speech-Language Pathology: Medical Setting (6)

## Thesis/Non-Thesis Option (1 or 4 Hours)

*Select one of the following options:*

### Non-Thesis Option:

- CDIS - 8000 Current Topics (1-3)

### Thesis Option:

- CDIS - 8700 Independent Study (1-8)
- CDIS - 8900 Graduate Thesis/Project: (3)

## Total Required with Thesis Option - 58 Hours

Total Required with Non-Thesis Option - 55 Hours

## **Department of Health Administration**

### **Bachelor of Science**

#### **Health Informatics, B.S.**

#### **Mission**

The 2+2+1 concept allows students to begin coursework at the Associate level at a participating community college, transfer that coursework into a Bachelor's in Health Informatics to GSU, and then ultimately apply that coursework toward a Master's in Health Informatics. The 2+2+1 Master of Science in Health Informatics (MSHI) program seeks to provide students at Governors State University (GSU) with a complete education in understanding the role of informatics (i.e. the application of technological devices, resources, methods/techniques) in transforming the healthcare delivery field. This program is designed to assist students in developing their academic and professional skills through their general education experiences at GSU or the local Community Colleges; through upper-division and graduate courses at GSU; and through opportunities to participate in civic engagement.

The College of Health and Human Services undergraduate major in Health Informatics is a program devoted to understanding how information technology (IT) can be used to transform the way that healthcare is delivered. It influences patients, providers, payers, policy-makers, and technology vendors. The health informatics program's central academic objectives are:

- Academic Objective 1: To enable students to understand the inter-relationships between information technology and healthcare services delivery, and the ways in which they mutually influence and transform each other.
- Academic Objective 2: To provide students with technical skills necessary to succeed in an entry-level health informatics role.

The curriculum is structured as follows:

Year 1 is heavily centered on the GSU themes related to the cohorts of civic engagement, global citizenship and sustainability. Students will choose appropriate courses based on their interests and input from their academic advisors. From the standpoint of the BSHI degree, during the first year students will take the healthcare vocabularies course.

Year 2 entails more courses centered on the GSU themes and several health informatics courses including an introduction to health informatics, healthcare organization and administration, statistics, introduction to computer literacy and a finance course. These courses chiefly address Academic Objectives 1 and 2.

Year 3 contains courses in healthcare operations management, health information technology / systems analysis and design, economics, clinical foundations, health IT standards, project management, healthcare ethics, statistics and healthcare information systems. These courses address Academic Objectives 1 and 2.

Year 4 contains courses in human computer interaction, networks and database technology, health IT leadership, concepts of research methods, knowledge management, IT security, legal issues in technology and a capstone course. These courses address Academic Objectives 1 and 2.

In the GSU design a student can earn: 1) a Bachelor of Science in Health Informatics at the end of year 4, and then complete 2) a Master of Health Informatics at the end of year 5. A total of 123 credit hours are required for the BS in Health Informatics degree. For completion of the MS in Health Informatics degree a total of 155 credit hours are required (123 BS + 32 MS).

#### **Admission Requirements**

Persons may be eligible for admission as undergraduate degree seeking first year students if they:

1. Have earned a high school diploma or equivalent.
2. Provide an official high school transcript showing a minimum 2.75 GPA on a 4.0 scale. In absence of a high school diploma and/or high school GPA, the following admission requirements apply:
  - For those with General Education Equivalency (GED) credentials, a minimum score on the GED of 410 on each of the five tests and an Average Battery score of 450.
  - For those with a home school history, applications will be reviewed for evidence of meeting the minimum high school curricular and achievement criteria.
3. Provide an official score report of a minimum ACT composite score of 18 or SAT equivalent (minimum SAT score range of 860-890 when combining Critical Reading plus Math)\*.
  - \* Students 21 years and older who do not submit ACT or SAT scores will be admitted based on high school GPA and other elements of the admission criteria
4. Submit a personal letter of application articulating their interest in pursuing the health informatics degree.
5. Have satisfied any collegial and/or major criteria, if applicable, for undergraduate study in a specific major.
6. Applicants must show successful completion of the minimum high school subject requirements of 4 years of English, 3 years of Math, 2 years of Lab Sciences, 2 years of Social Sciences, 2 years of Fine Arts or 2 year of a Foreign Language and 2 years of Elective Academic Units.
7. Conditional admission will be determined on a case-by-case basis. Conditions may include, but are not limited to, successful completion of Early Start sessions.

Undergraduate transfer students may be entered into the program if they meet the requirements in the university's standard admission policy. Students will be able to transfer credits up to the equivalent of the first 2 years of the program. Students with an AAS degree wishing to enter the BSHI program in year 3 will need to have completed the following courses (or their equivalent) for a minimum of 33 credit hours prior to entry into the BSHI program:

- Healthcare Organization
- Healthcare Vocabularies
- Introduction to Computer Literacy
- Healthcare Operations Management
- Healthcare Information Technology and Systems Analysis & Design
- College mathematics (including algebra)
- Economics
- Basic Finance
- College level written communications
- College level oral communications
- Statistics I

## Program Outcomes

Upon completion of the program students are expected to:

1. Have knowledge to access health data, use it to describe current performance and apply it to healthcare organizations to forecast trends and patterns to improve operations.
2. Develop leadership and change management skills.
3. Explain the conceptual models of healthcare informatics and how they are used in healthcare organizations to transform care.
4. Demonstrate the capacity to make sound and ethical decisions related to healthcare informatics.
5. Gain insight into the resources needed to optimize the use of information technology in areas of healthcare research and clinical services delivery.
6. Be eligible for entry-level administrative / coordinator positions in healthcare delivery systems, consulting firms, governmental organizations and research organizations.

## General Education Requirements (37-38 Hours)

The GE requirements are completed during Year 1 and 2 of college - either at Governors State University or a partnering Community College. At GSU the General Education Coursework is taken as part of a themed cohort. The General Education requirements include completing the following courses distribution with a grade of "C" or better in each course and a total of 37-38 semester hours:

- Communication: three courses including two courses in written communications (6 semester hours) and one course in oral communications(3 semester hours);
- Mathematics: one course (3 semester hours);
- Physical and Life Science three to four courses (7 to 8 semester hours) with one course selected from the life sciences, one course from the physical sciences, and at least one laboratory course;
- Humanities and Fine Arts: First Year Seminar (3 semester hours), one additional course in the humanities (3 semester hours), and one course in the fine arts (3 semester hours); and
- Social and Behavioral Sciences: Three courses (9 semester hours) from at least two disciplines.

Completed during Year 3 and 4 within the major 6 semester hours:

- A Junior Seminar course within the major (HLAD - 3109 Ethics in Healthcare Admin (3))
- A Senior Capstone/Internship course (HLAD-5099 Health Informatics Capstone - 3 semester hours)

## Health Informatics Application (67 Hours)

- HLAD - 3102 Principles of Healthcare Microeconomics (3)
- HLAD - 3103 Basics of Healthcare Informatics (3)
- HLAD - 3104 Healthcare Statistics (3)
- HLAD - 3099 Healthcare Organization (3)
- HLAD - 3201 Healthcare Vocabularies (3)
- HLAD - 3202 Healthcare Operations Management (3)
- CPSC - 2005 Introduction to Computer Technology (3)
- HLAD - 7110 Healthcare Financial Management (3)
- HLAD - 3203 Health Information Technology and Systems Analysis and Design (3)
- HLAD - 5103 Introduction to Managed Care (3)
- HLAD - 4110 Health IT Standards (3)
- IT - 3310 Information Technology Project Management (3)
- HLAD - 4111 Healthcare Information Systems (3)
- HLAD - 4112 Healthcare Statistics II (3)
- HLAD - 5105 Human Computer Interaction (3)
- CPSC - 6712 IT Networks (1)
- HLAD - 7106 Database Design and Administration of Healthcare System (3)
- **Or** MIS - 7401 Database Development and Application (3)
- HLAD - 7105 Applied Research Methods for Health Administration (3)
- HLAD - 5104 Health IT Leadership (3)
- CPSC - 6790 Data Mining and Business Intelligence (3)
- CPSC - 6581 Information Security Policy and Management (3)
- **Or** MIS - 6801 Information Security Policy and Management (3)
- HLAD - 6101 Legal Issues in Health Technology (3)
- HLAD - 6102 Issues in Health IT Seminar (3)

## Electives (12 Hours)

One elective must include a 3 semester hour Basic Finance course; additional 9 hours of elective credit may come from HLAD or CPSC courses.

Total - 123 Hours

# Bachelor of Health Administration

## Health Administration, B.H.A.

The College of Health and Human Services undergraduate major in Health Administration educates administrators to develop and manage health services organizations and programs. The curriculum is designed to be an educational mechanism through which students obtain the understanding and skills necessary for health administration. Specifically, the major is designed to prepare administrators for unit or department head positions in large and complex health care institutions such as hospitals; and for executive director positions in small and/or less complex healthcare institutions, such as clinics, nursing homes, insurance, medical group management, ambulatory care management, and family service agencies.

## Program Outcomes

Upon completion of the undergraduate program in Health Administration, the student will be prepared to:

1. Take entry level administrative positions in healthcare delivery systems, healthcare product development organizations, or both public and private healthcare organizations.
2. Explain various frameworks of viewing health, healthcare systems, delivery systems, and health policy.
3. Demonstrate abilities to collect, analyze data and communicate findings effectively.
4. Explain the conceptual models of healthcare organizational processes and outcomes.
5. Demonstrate the capacity to make sound, thoughtful and ethical decisions related to health administration.
6. Apply available tools to assess and measure organization-specific environment and outcomes.
7. Value organizational diversity and population differences.
8. Demonstrate commitment to health equity and patient-centered healthcare.
9. Engage in life-long learning.

## Special Admission Requirements

In addition to meeting university criteria, applicants must have obtained a minimum of 2.50 GPA for the last 60 hours.

Admission occurs twice a year. Completed applications must be received by May 1 for fall semester and October 1 for the spring semester.

## Accreditation

The undergraduate major has full certified undergraduate status granted by the Association of University Programs in Health Administration (AUPHA).

## Degree Requirements

Students must meet all university requirements for a bachelor's degree.



All required courses and the upper-division selectives must be completed with a grade of "C" or better.

In addition, all students must complete a pre-graduation survey.

## General Education Requirement (37 Hours)

## Health Administration Application (54 Hours)

- HLAD - 3099 Healthcare Organization (3)
- HLAD - 3101 Introduction to Healthcare Management Strategies (3)
- HLAD - 3102 Principles of Healthcare Microeconomics (3)
- HLAD - 3103 Basics of Healthcare Informatics (3)
- HLAD - 3104 Healthcare Statistics (3)
- HLAD - 3106 Introduction to Epidemiology (3)
- HLAD - 3107 Medical Sociology (3)
- HLAD - 3108 Policy Politics in Healthcare (3)
- HLAD - 3109 Ethics in Healthcare Admin (3)
- HLAD - 4099 Health Administration Practicum (3)
- HLAD - 4101 Healthcare Organizational Behavior (3)
- HLAD - 4103 Legal Aspects of Healthcare (3)
- HLAD - 4104 Healthcare Economics (3)
- HLAD - 4105 Management in the Healthcare Setting (3)
- HLAD - 4106 Healthcare Accounting (3)
- HLAD - 4107 Healthcare Human Resource Management (3)
- HLAD - 4108 Health Planning (3)
- HLAD - 4901 Institutional Management for Healthcare Organizations (3)

## Optional Electives (6 Hours)

Students who wish to pursue a Long-Term Care Certificate must take HLAD-5101 and HLAD-5102, grade "C" or higher required.

- HLAD - 5101 Introduction to Long-Term Care (3)
- HLAD - 5102 Nursing Home Administration (3)

Total - 120 Hours

# Master of Science

## Health Informatics, M.S.

## Mission

The 2+2+1 concept allows students to begin coursework at the Associate level at a participating community college, transfer that coursework into a Bachelor's in Health Informatics at the university level, and then ultimately apply that coursework toward a Master's in Health Informatics at the university level. The 2+2+1 Master of Science in Health Informatics (MSHI) program

provides students at Governors State University (GSU) with a complete education in understanding the role of informatics (i.e., the application of technological devices, resources, methods/techniques) in transforming the healthcare delivery field. The program is designed to assist students in developing their academic and professional skills through their general education experiences at GSU or the local Community Colleges; through upper-division and graduate courses at GSU; and through opportunities to participate in civic engagement.

The College of Health and Human Services graduate program in Health Informatics is a science devoted to understanding how information technology (IT) can be used to transform the way that healthcare is delivered. It influences patients, providers, payers, policy-makers, and technology vendors. The health informatics program's central academic objectives are:

Academic Objective 1: To enable students to understand the inter-relationships between information technology and healthcare services delivery, and the ways in which they mutually influence and transform each other.

Academic Objective 2: To provide students with technical, management and quantitative skills necessary to succeed in a mid-level health informatics role.

Academic Objective 3: To enable students to conceptualize and implement research designs and methodologies allowing them to expand their knowledge in health informatics and contribute to knowledge in the field (research option).

Academic Objective 4: To enable students to conceptualize and design a practical experience allowing them to expand their knowledge in health informatics and contribute to the operations of a health IT or health informatics department in a healthcare organization (practicum option).

The 2+2+1 curriculum is structured as follows:

Year 1 is heavily centered on the new GSU themes related to the cohorts of civic engagement, global citizenship and sustainability. Students will choose appropriate courses based on their interests and input from their academic advisors. From the standpoint of the MSHI degree, during the first year students will take the healthcare vocabularies course.

Year 2 entails more courses centered on the GSU themes and several health informatics courses including an introduction to health informatics, healthcare organization and administration, statistics, introduction to computer literacy and a finance course. These courses chiefly address Academic Objectives 1 and 2.

Year 3 contains courses in healthcare operations management, health information technology / systems analysis and design, economics, clinical foundations, health IT standards, project management, healthcare ethics, statistics and healthcare information systems. These courses address Academic Objectives 1, 2 and 4.

Year 4 contains courses in human computer interaction, networks and database technology, health IT leadership, concepts of research methods, knowledge management, IT security, legal issues in technology and a capstone course. These courses address Academic Objectives 1, 2, 3 and 4.

Year 5 contains courses in research, quality management, finance, quantitative decision making, strategy and several electives from health administration, computer science or management information systems. These courses address Academic Objectives 1, 2, 3 and 4.

In the GSU design a student would earn: 1) a Bachelor of Science in Health Informatics at the end of year 4, and then complete 2) a Master of Health Informatics at the end of year 5.

A total of 123 credit hours are required for the BS in Health Informatics degree. For completion of the MS in Health Informatics degree a total of 155 credit hours are required (123 BS + 32 MS).

## Admission Requirements

1. Have earned a degree in Health Informatics, B.S. or equivalent.
2. GPA of 3.0 or higher for the last 60 hours of undergraduate course work or a cumulative 3.0 GPA.
3. Submit three letters of recommendation that support the applicant for graduate study in health informatics. Recommendation letters must be from previous academic faculty and/or from current or previous employers. If the applicant has been out of school or unemployed for more than five years, he/she may petition for a waiver or a substitution of references.
4. Submit a 1000 word personal statement for pursuing the MS in Health Informatics.
5. Complete an interview with the Admissions Committee scheduled on a mutually agreeable date and time. International students may request an interview via telephone, Skype, or web conference.
6. All international applicants must submit official academic credentials with an evaluation from Educational Credentials Evaluation (ECE) or World Education Services (WES) and may be required to submit a minimum acceptable score on the Test of English as a Second Language (TOEFL) or International English Language Testing System (IELTS).

## Program Outcomes

Upon completion of the program students are expected to:

1. Have knowledge to access health data, use it to describe current performance and apply it to healthcare organizations to forecast trends and patterns to improve operations
2. Develop leadership and change management skills
3. Explain the conceptual models of healthcare informatics and how they are used in healthcare organizations to transform care.
4. Demonstrate the capacity to make sound and ethical decisions related to healthcare informatics
5. Demonstrate the capacity to advance the overall delivery of quality patient care through the use of data and analytics
6. Gain insight into the resources needed to optimize the use of information technology in areas of healthcare research and clinical services delivery.
7. Be eligible for mid-level administrative / management positions in healthcare delivery systems, consulting firms, governmental organizations and research organizations

## Admission to Candidacy

After admission as a degree-seeking student, a student also must apply for candidacy. Application forms are available from the student's advisor. Application for candidacy should be made during the trimester in which the student expects to fulfill the candidacy requirements. Unsuccessful applicants to candidacy will not be permitted further registration in courses in the degree program. To qualify for degree candidacy, a student must:

- have earned a grade of "B" or better in three of the following five courses: HLAD-7110 , HLAD-8101 , HLAD-8103 , HLAD-8108 , HLAD-8900;
- complete all prerequisite course work listed in the Required Preparation Section;
- apply for candidacy after earning a minimum of 9 and a maximum of 15 graduate-level credit-hours;
- demonstrate adequate oral and written communication abilities appropriate for the profession; and
- demonstrate adequate interpersonal skills appropriate for the profession.

Skill levels noted in items four and five above are evaluated based on the professional judgment of the faculty and administrators through regular review of student progress.

More detailed candidacy information is available from the student's advisor.

## Required Preparation

Students should have completed the following prerequisite course work (or equivalent) within the last five years:

- HLAD - 3202 Healthcare Operations Management (3)
- HLAD - 3099 Healthcare Organization (3)
- HLAD - 4112 Healthcare Statistics II (3)
- HLAD - 6102 Issues in Health IT Seminar (3)
- HLAD - 7105 Applied Research Methods for Health Administration (3)
- Oral Communications (3) - COMS - 1160 Public Discourse (3) (or equivalent)
- Written Communications (3) - ENGL - 1000 Writing Studies I (3) or ENGL - 1010 Writing Studies II (3) (or equivalent)
- Basic Finance (3) - FIN - 3110 Principles of Financial Management (3) (or equivalent)

Total: 24 credit hours

Students are also expected to be computer literate and may be required to take a computer course or workshop to achieve literacy. Students without this or acceptable equivalent course work may be admitted to the program, but can only enroll in graduate courses for which they have satisfied the appropriate prerequisites. Students may seek a waiver for prerequisites by submitting a written request with supporting documentation to the advisor for evaluation during their first semester of enrollment.

Students who complete the BS in Health Informatics at GSU are eligible to complete the MS in Health Informatics provided they have a GPA of 3.0 or higher for the last 60 hours of undergraduate course work or a cumulative 3.0 GPA. Students will also need to complete the university graduate application.

## Degree Requirements (32 Hours)

The degree requirements for the **Master of Science in Health Informatics** require that a candidate must have completed all of the coursework identified for the Health Informatics, B.S. (or equivalents) and complete at the Master Degree level the courses below. All required courses must be completed with a grade of "B" or better. Students must meet all university requirements for a master's degree.

### Core Courses (12 Hours)

- HLAD - 7110 Healthcare Financial Management (3)
- HLAD - 8101 Quantitative Decision-Making for Health Administration (3)
- HLAD - 8103 Healthcare Quality Improvement Concepts and Tools (3)
- HLAD - 8108 Strategic Planning and Marketing for Health Administration (3)

### Culminating Courses (20 Hours)

#### Practicum concentration

- HLAD - 8900 Health Informatics Practicum Experience I (3)
  - HLAD - 8903 Health Informatics Practicum Experience II (2)
  - HLAD - 8112 Health Informatics Research Thesis (3)
- HLAD/CPSC/MIS electives (12 hours)

#### Research Concentration

- HLAD - 8904 Health Informatics Research Experience I (3)
  - HLAD - 8906 Health Informatics Research Experience II (2)
  - HLAD - 8112 Health Informatics Research Thesis (3)
- HLAD/CPSC/MIS electives (12 hours)

## Thesis Concentration

- HLAD - 8905 Health Informatics Practicum Thesis (3)  
HLAD/CPSC/MIS electives (17 hours)

Total - 32 Hours

## **Total hours for the 2+2+1 MS in Health Informatics = 155 credit hours**

2 years Community College or lower level coursework (1000 and 2000) + 2 years at GSU in upper level (3000 - 6000) course work and complete the BS + 1 year of graduate (7000-8000) level coursework

## **Master of Health Administration**

### **Health Administration, M.H.A.**

The College of Health and Human Services graduate major in Health Administration prepares students to assume middle management positions and, after the requisite years of experience, top executive positions in large healthcare institutions. The purpose of the major is to educate administrators who will be able both to manage and develop various health service organizations and programs and also to facilitate improved health status and wellbeing of individuals in their service area. Graduates of the master's degree program find employment with hospitals, mental health institutions, HMOs, a variety of governmental and private healthcare programs, and alternative delivery systems.

### **Program Outcomes**

Upon completion of the graduate program in Health Administration, the student will be prepared to:

1. Explain various frameworks of viewing healthcare systems, delivery systems, and health policy.
2. Demonstrate business and non-business aspects of managing and measuring healthcare organizational processes and outcomes.
3. Demonstrate abilities to collect, analyze data, and communicate findings effectively.
4. Demonstrate capacity to assume leadership positions in healthcare delivery systems, healthcare product development organizations, or both public and private healthcare organizations.
5. Explain the conceptual models of healthcare organizational processes and outcomes.
6. Demonstrate the capacity to make sound, thoughtful, and ethical decisions related to health administration.
7. Apply available tools to assess and measure organization-specific environment and outcomes.
8. Value organizational diversity and population differences.
9. Demonstrate commitment to health equity and patient-centered healthcare.
10. Integrate clinical knowledge and management skills necessary to improve organizational effectiveness.
11. Engage in life-long learning.

### **Accreditation**

The graduate major is accredited by the Commission on Accreditation of Healthcare Management Education (CAHME), located at 2000 14th Street

North Suite 780, Arlington, VA 22201. CAHME may be reached by telephone at 703.894.0960 or by fax at 703.894.0941. CAHME's website may be viewed at [www.cahme.org](http://www.cahme.org).

## Special Admission Requirements

In addition to meeting university admissions criteria, applicants must:

1. have a G.P.A. of 3.0 or higher for the last 60 hours of undergraduate course work or a cumulative 3.0 G.P.A. for all previous graduate course work; applicants with an undergraduate G.P.A. below 3.0 may be advised to take six hours of graduate course work as undeclared students, achieve grades of "B" or better in the course work, and re-apply for admission. The Admissions Committee will evaluate the applicant's work and determine eligibility for admission;
2. submit three letters of recommendation that support the applicant for graduate study in health administration; Recommendation letters must be from previous academic faculty and/or from current or previous employers. If the applicant has been out of school or unemployed for more than five years, he/she may petition for a waiver or a substitution of references;
3. submit a 1000 word Personal Statement for pursuing the Master's Degree of Health Administration;
4. complete an interview with the Admissions Committee scheduled on a mutually agreeable date and time. International students may request an interview via telephone, Skype, or web conference.
5. All international applicants must submit official academic credentials with an evaluation from the Educational Credentials Evaluation (ECE) in Milwaukee, WI, and may be required to submit a minimum acceptable score on the Test of English as a Second Language (TOEFEL).

## Required Preparation

An undergraduate major in one of the following fields is recommended: health administration, business administration, public administration, allied health disciplines, or social/behavioral sciences.

Students should have completed the following prerequisite course work within the last five years: three hours in Healthcare Accounting (HLAD-4106); three hours in Statistics (HLAD-3104); three hours in Economics (HLAD-3102); three hours of Basic Management (HLAD-3101); and three hours in Policy and Politics in Healthcare (HLAD-3108). Students are also expected to be computer literate and maybe required to take a computer course or workshop to achieve literacy. Students without this or acceptable equivalent course work may be admitted to the program, but can only enroll in graduate courses for which they have satisfied the appropriate prerequisites. Students may seek a waiver from prerequisites by submitting a written request with supporting documentation to their advisor for evaluation during their first semester of enrollment.

## Admission to Candidacy

After admission as a degree-seeking student, a student also must apply for candidacy. Application forms are available from the student's advisor. Application for candidacy should be made during the trimester in which the student expects to fulfill the candidacy requirements. Unsuccessful applicants to candidacy will not be permitted further registration in courses in the degree program. To qualify for degree candidacy, a student must:

1. have earned a grade of "B" or better in six of the following nine courses: HLAD-7101, HLAD-7102, HLAD-7104, HLAD-7105, HLAD-7107, HLAD-7109, HLAD-7110, HLAD-7111, and HLAD-7112;
2. complete all prerequisite course work listed in the Required Preparation Section;
3. apply for candidacy after earning a minimum of 18 and a maximum of 27 graduate-level credit-hours;
4. demonstrate adequate oral and written communication abilities appropriate for the profession; and
5. demonstrate adequate interpersonal skills appropriate for the profession.

Skill levels noted in items four and five above are evaluated based on the professional judgment of the faculty and administrators through regular review of student progress.

More detailed candidacy information is available from the student's advisor.

## Degree Requirements

### Required Courses (51 Hours)

- HLAD - 7101 Introduction to Healthcare Organization (3)
- HLAD - 7102 Community Health and Managerial Epidemiology (3)
- HLAD - 7105 Applied Research Methods for Health Administration (3)
- HLAD - 7107 Economics of Health Administration (3)
- HLAD - 7108 Healthcare Policy (3)
- HLAD - 7109 Healthcare Informatics (3)
- HLAD - 7110 Healthcare Financial Management (3)
- HLAD - 7111 Organizational Theories in Health Administration (3)
- HLAD - 7112 Healthcare Management I (3)
- HLAD - 8101 Quantitative Decision-Making for Health Administration (3)
- HLAD - 8102 Healthcare Program Planning and Evaluation (3)
- HLAD - 8103 Healthcare Quality Improvement Concepts and Tools (3)
- HLAD - 8105 Healthcare Human Resource Management (3)
- HLAD - 8106 Healthcare Law (3)
- HLAD - 8107 Healthcare: Financial Management II (3)
- HLAD - 8108 Strategic Planning and Marketing for Health Administration (3)
- HLAD - 8901 Healthcare Management II (3)

### Integrative Field Experience Option (3 Hours)

*Select three hours:*

- HLAD - 8902 Health Administration Field Experience (3) (Must complete 120 hours in Health Services Organization)
- HLAD - 8110 Internship (1-8) (minimum of 10 weeks full time in Health Services Organization)
- HLAD - 8111 Graduate Thesis/Project: (1-8)

## Department of Nursing

### Bachelor of Science in Nursing

#### **Nursing, B.S.N.**

The College of Health and Human Services undergraduate major in Nursing provides registered nurses who are graduates from either an associate degree or a diploma program an opportunity to obtain a baccalaureate degree in Nursing. This major is designed to prepare nurses to practice as generalists in health care settings with clients of all ages and acquaints the nurse with the historical development of nursing and trends affecting nursing and health care delivery. Leadership abilities of the professional nurse are emphasized. The theoretical basis of nursing and the changing scope of nursing practice are analyzed. Beginning research activities are developed. This major also prepares students for future graduate nursing education.

### Program Goals

The goals for the Nursing Programs at Governors State University are to:

1. Prepare nursing students with knowledgeable skills and the capacity for critical inquiry and thinking, and skills to function in a variety of practice settings.
2. Provide an environment in which students develop cultural competency in health care.
3. Promote the professional values, beliefs and behaviors necessary for providing leadership in the delivery of health care in the 21st century.
4. Foster in students a commitment for life-long learning.

## **Program Outcomes**

1. Practice nursing within a dynamic wellness-illness framework in the care of culturally diverse individuals, groups, families, and communities.
2. Demonstrate clinical judgment and decision-making skills.
3. Utilize nursing and other appropriate theories and models in clinical practice.
4. Apply research-based knowledge from nursing and other sciences as the basis for practice.
5. Partner with clients and colleagues in planning, implementing, and evaluating healthcare delivery.
6. Promote changes for improvement and delivery of healthcare services and practices.
7. Assist individuals and families in making quality-of-life and end-of-life decisions in order to achieve a peaceful death.
8. Use technology to enhance healthcare delivery.

## **Accreditation**

This major is accredited by the:

Accreditation Commission for Education in Nursing  
(ACEN)  
3343 Peachtree Road. NE  
Suite 850  
Atlanta, GA 30326  
Website: [www.nlnac.org](http://www.nlnac.org)

## **Special Admission Requirements**

In addition to meeting university admissions criteria, applicants must:

1. have earned an associate's degree in nursing or have graduated from a diploma nursing program; and
2. be currently licensed as registered professional nurse in the state of residence.

Individuals who recently graduated from an associate's degree nursing program and are in the process of obtaining a Registered Professional Nurse License may be admitted conditionally, with the provision that licensure shall be obtained by the end of the first term of enrollment in order to continue in the program.

Applicants with credentials from countries other than the United States must have their credentials evaluated through a university approved evaluation organization. Contact the Admissions Office for a listing of approved evaluation organizations. The evaluated credentials must be submitted with one's application.

Applicants must assume all responsibility for fees associated with testing.

All required credentials must be on file in the Office of Admission before applicants can be admitted to the program.

## **Degree Requirements**



Students must meet all university requirements for a bachelor's degree, but a minimum of 35 credits must be completed at the upper-division level; up to 85 lower-division credits may be transferred to GSU.

In addition, all nursing courses must be completed with a grade of "C" or better. A student may repeat only two nursing courses once to earn a grade of "C" or better without being academically dismissed from the program.

## General Education Requirements (38 Hours)

See Bachelor's Degree Requirements in the catalog for detailed information about the General Education Requirements for transfer students and students admitted as freshmen.

### **Communications (9 credit hours)**

- Two courses in written communication (6)
- One course in oral communication (3)

### **Mathematics (3 credit hours)**

- Statistics (3)

### **Physical and Life Sciences (8 credit hours- both with labs)**

- Anatomy and Physiology (4)
- General Chemistry (4)

### **Humanities and Fine Arts (9 credit hours)**

- At least one course from humanities and at least one course from fine arts

### **Social and Behavioral Sciences (9 credits)**

- General Psychology (3)
- Human Growth and Development or Life-Span Development (3)
- General Sociology (3)

## Nursing Courses (30 Hours)

Transfer courses from the AAS Nursing Degree/ Diploma will be granted as 30-hour coursework block.

## Lower-Division Nursing Courses (14 Hours)

- Microbiology with lab (4)
- Organic Chemistry - intro to organic and biochem lab (4)
- Basic Computer Applications (3)
- Multicultural Elective (3)

## Upper-Division Nursing Courses (27 Hours)

The following courses must be taken at the upper-division level:

- NURS - 3099 Conceptual Basis for Professional Nursing (3)
- NURS - 3150 Pathophysiology (3)
- NURS - 3160 Gerontological Nursing (3)
- NURS - 3170 Basic Nursing Informatics (3)

- NURS - 3300 Health Assessment (3)
- NURS - 4110 Evidence-Based Research (3)
- NURS - 4120 Public Health Promotion (3)
- NURS - 4130 Public Health Practicum (3)
- NURS - 4501 Leadership for Patient Safety (3)

### Free Electives (11 Hours)

Some "General Education Requirements" or "Free Electives" maybe required at the upper-division level to meet the 35 credit hour upper-division program requirement.

Total - 120 Hours

## Master of Science in Nursing

### Nursing, M.S.N.

The College of Health and Human Services graduate major in Nursing provides a master's degree program for nurses who have a baccalaureate degree in nursing. The degree provides the opportunity to focus in three areas: as a clinical nurse specialist in adult health; as a family nurse practitioner; or as a nurse executive.

### Program Goals

The goals for the Nursing Programs at Governors State University are to:

1. Prepare nursing students with knowledgeable skills, and the capacity for critical inquiry and thinking, and skills to function in a variety of practice settings.
2. Provide an environment in which students develop cultural competency in health care.
3. Promote the professional values, beliefs and behaviors necessary for providing leadership in the delivery of health care in the 21st century.
4. Foster in students a commitment for life-long learning.

### Clinical Nurse Specialist Concentration

The Clinical Nurse Specialist in Adult/Gerontological Health concentration prepares the advanced practice nurses to serve the health needs of adults/geriatric clients in a variety of settings. The graduate will be able to synthesize advanced knowledge of health-illness states of clients; integrate research-based problem solving and decision making in designing care for clients, families, and communities; use advanced therapeutic intervention skills in one's clinical practice; and implement effective communication strategies in collective management of client care. The graduate will be prepared to assume the role of clinical specialist that reflects contemporary nursing practice standards. The graduate will also be prepared to apply for certification as a clinical nurse specialist in Adult/Gerontological Health. The program consists of core courses at the 6000-7000 level designed to provide the knowledge and skills required of any advance practice nurse. Specialty courses at the 8000 level provide preparation for role as clinical specialist in adult/Gerontological health.

### Clinical Nurse Specialist Concentration Outcomes:

Upon completion of the Governors State University master's nursing program, the student will be able to:

1. Demonstrate role competence for beginning advanced clinical nursing practice.
2. Assume accountability for one's advanced practice.
3. Synthesize advanced knowledge from the sciences, humanities, and nursing into a practice model to deliver direct client care.
4. Utilize the research process in addressing concerns that generate, influence, and facilitate changes for nursing and health care.
5. Provide leadership in working with health care providers to influence positive changes in health care delivery and education.
6. Seek opportunities for professional growth that contribute to the advancement of the profession.
7. Participate actively in the legislative and policy processes, including advocacy for various levels of clients in order to promote and preserve healthy communities.
8. Promote health and prevent illness among client populations through use of theory, research, teaching, and counseling.
9. Seek advanced practice nursing certification and licensure.

## **Family Nurse Practitioner Concentration**

The concentration in the Family Nurse Practitioner prepares the advanced practice nurse to serve the health needs of clients across the life span in a variety of primary care settings. The graduate will be able to synthesize theoretical and evidence-based clinical knowledge to provide professional comprehensive primary and specialty client care across the domains of client health and illness management; client-practitioner relationship; teaching and coaching; managing and negotiating health care delivery systems; monitoring and ensuring quality of health care practice, and culture competence. The graduate will be prepared to assume the role of Family Nurse Practitioner as reflected by contemporary advanced practice nursing standards. The graduate will also be prepared to apply for national certification examination as a Family Nurse Practitioner. The program consists of core courses at the 7000 level designed to provide the knowledge/skills required of any advanced practice nurse. Specialty courses at the 8000 level provide didactic and practicum preparation for the role as Family Nurse Practitioner.

The Family Nurse Practitioner Post-Masters Certificate is an option for nurses already prepared at the advanced practice level who have a master's degree. Admission to the Master of Nursing, Family Nurse Practitioner Program requires a cumulative Grade Point Average (GPA) of 3.0 or higher in all undergraduate courses. Program Policy states that all applicants in the MSN, Family Nurse Practitioner Program must have a GPA of 3.0 with all Sciences no more than 7 years old and completion of the Undergraduate courses - Health Assessment, Statistics, and Research. All applicants must have 2 years of current hospital based clinical nursing experience. Applicants must submit a career goal statement, resume, and two letters of recommendation. Applications are reviewed by the FNP Admission Committee and selection is based on the above criteria.

## **Family Nurse Practitioner Concentration Outcomes:**

Upon completion of the Governors State University master's nursing program, the student will be able to:

1. Take the appropriate Family Nurse Practitioner Certification Examination.
2. Seek Advanced Practice Nursing Licensure.
3. Demonstrate role competence for beginning practice within the role of a Family Nurse Practitioner.
4. Assume accountability and professional responsibility for continued growth and skill development within the Family Nurse Practitioner role.
5. Synthesize theoretical and evidence-based clinical knowledge to provide professional, comprehensive, culturally competent primary and specialty client care across the life span.
6. Utilize the research process in addressing concerns that generate, influence, and facilitate changes for advanced practice nursing and health care across the life span.
7. Provide leadership in collaboration with other health care providers to influence coordination of health care delivery for patients across the lifespan.
8. Seek opportunities for professional growth that contribute to the advancement of the profession.
9. Participate actively in the legislative and policy processes, including advocacy for various levels of clients in order to promote and preserve health communities.

10. Promote health and prevent illness among client populations through the use of theory, research, teaching, and counseling.

## **Nursing Executive and Innovative Leadership Concentration**

The Nursing Executive and Innovative Leadership concentration focuses on management of patient care services within complex health care organizations. This concentration focus provides skills that are essential for the effective nursing leader, such as decision making, strategic planning, risk management, finance, and human resources. Through the functional role of executive and innovative leadership the nurse directs and influences nursing practice, improves the delivery of health care, and contributes to the development of beneficial health policy using leadership, creativity, and collaboration. In this concentration general systems theory bring together knowledge from many disciplines which permit inference and the generation of new nursing modalities management of nursing sciences. Systematic examination of theories and concepts drawn from nursing management and healthcare management disciplines provides the basis for advanced nursing leadership.

## **Nursing Executive and Innovative Leadership Concentration Outcomes:**

Upon completion of the Governors State University master's nursing program, the student will be able to:

1. Synthesize advanced knowledge of management concepts within complex health care organizations.
2. Integrate research-based problem solving and decision making in designing integrated nursing care modalities.
3. Implement advanced management strategies in developing and directing a nursing service organization.
4. Apply human resource management and organizational theory in nursing resource management.
5. Analyze, design, evaluate, select and implement clinical and decision support information systems in the nursing service organization.
6. Demonstrate an understanding of the principles of healthcare economics, financial analysis, budget preparation and cost management in the nursing service organization.
7. Implement an integrated performance improvement process for a nursing service organization to include integration of quality improvement, risk management, accreditation standards and evaluation management.
8. Implement effective team building and communication strategies in nursing service management.
9. Collaborate effectively across disciplines within a health care organization.
10. Display professional leadership skills exhibiting ethical, moral and legal behavior.
11. Exhibit the ability to function as a leader in a multicultural organization providing care for diverse patient populations.

## **Accreditation**

Both undergraduate and graduate programs are accredited by: Accreditation Commission for Education in Nursing, Inc. (ACEN)  
3343 Peachtree Road NE  
Suite 500  
Atlanta, Georgia 30326  
Web site: <http://www.nlnac.org>

For further information, or an appointment with an advisor, email the Department of Nursing at [nursingadvisor@govst.edu](mailto:nursingadvisor@govst.edu) or call 708.534.4040.

## **Special Admission Requirements**

In addition to meeting university admissions criteria, applicants must:

1. have a baccalaureate degree with a major in Nursing from an accredited nursing program in a regionally-accredited college or university;

2. have completed the following undergraduate courses or their equivalent: Nursing Research, Statistics, and Health Assessment;
3. have a current and valid license as a registered professional nurse in the state of residence;
4. submit a one-page biographical sketch and a statement of personal goals for pursuing a graduate degree in nursing; and
5. have a cumulative GPA of 2.50 or higher in all undergraduate courses and a GPA of 3.0 or higher with a grade of "B" or better in all upper-division nursing courses. Applicants who do not meet the GPA requirements or who have graduated from non-graded baccalaureate programs will be conditionally admitted. A GPA of 3.0 must be maintained for the first nine hours of work completed. If a 3.0 GPA is not maintained, the student must petition the Nursing program for continued enrollment. Please address your formal request to continue enrollment to Dr. Nancy MacMullen, Chair, Department of Nursing, Governors State University, 1 University Parkway, University Park, IL 60484.

Applicants who do not meet the GPA requirements or who have graduated from nongraded baccalaureate programs may be conditionally admitted. A GPA of 3.0 must be maintained for the first nine hours of work completed. If a GPA of 3.0 is not maintained, the student must petition the Nursing program for continued enrollment.

Applicants with degrees from countries other than the United States must have their international transcripts evaluated by a NACES (<http://www.naces.org/members.html>) approved agency, unless the applicant is affiliated with one of Governors State University's recruiting agencies: INDUS or College Study US. If applicant is affiliated with a GSU recruiting agency, credentials will be evaluated by a GSU Foreign Credential Evaluator from the Office of International Services.

Applicants must assume all responsibility for fees associated with testing and evaluating. All required credentials must be on file in the Office of Admissions before an applicant can be admitted to the program.

## Other Requirements

1. Once accepted into the program, information regarding health and other program specific requirements will be sent to the student. These requirements must be met within the first term of enrollment.
2. The **Clinical Nurse Specialist** concentration requires a minimum of 500 clinical hours that must be completed prior to graduation.
3. The **Nursing Executive & Innovative Leadership** concentration require at the minimum, 135 clinical hours that must be completed prior to graduation.
4. The **Family Nurse Practitioner** concentration requires 540 clinical hours that must be completed prior to graduation across the following settings:
  - 500 must be direct patient care.
  - The majority of the hours should be divided between pediatrics, adult/ geriatrics.
  - You must have a minimum of 65 hours of OB (prenatal care).
  - You must have a minimum of 65 hours of pediatrics-however if you have an opportunity do get more experience in this area, please do so. You can have a maximum of 135 pediatric hours. The intent is for you to have exposure to patients throughout the lifespan.
  - You are responsible for finding/identifying the clinical site and providing the information needed to secure a contract with the site. Clinical settings include Family Practice, Internal Medicine, Pediatrics and OB/Gyn. **Acute care settings (hospitals) are not allowed.**
  - *Typhon Nurse Practitioner Student Tracking System* (Typhon-NPST) is the repository for maintaining all clinical data. Prior to your first two courses (NURS-8221 & NURS-8222) you must purchase Typhon-NPST
  - You must purchase malpractice insurance stating that the policy covers you as a **Family Nurse Practitioner student** with \$1 million of liability for each occurrence and a minimum of \$6 million per annual aggregate.

## Admission to Candidacy

After admission as a degree-seeking student, a student must also apply for candidacy. Application for candidacy should be made with the approval of one's academic advisor at the completion of all core nursing courses, at which time all candidacy requirements must be fulfilled. Admission to candidacy is required in order to enroll for additional nursing courses. To qualify for degree candidacy, a student must:

1. meet all conditions of admission; and
2. complete all core nursing courses specific to concentration: CNS and FNP - NURS-6145, NURS-6150, NURS-7180, NURS-7181, and NURS-7182; Nurse Executive - NURS-6145, NURS-7182, NURS-8342, NURS-8350, HLAD-7101, HLAD-7109.

## Degree Requirements

Students must meet all university requirements for a master's degree. In addition, students must:

1. pass, during the last term of the student's program, comprehensive examination over the major area of study. This examination will be administered by three faculty and it may be repeated only once; and
2. complete a minimum of 500 clinical hours for the CNS; minimum of 135 clinical hours for NEIL concentration; and 540 clinical hours for the FNP concentration;
3. complete all clinical courses with a grade of "B"; and
4. a student may repeat only one nursing course in which a grade of "C" or less is received without being academically dismissed from the program.

## Required Courses Clinical Nurse Specialist Concentration (42 Hours)

- NURS - 6145 Theoretical Perspectives for Advanced Practice Nursing (3)
- NURS - 6150 Advanced Clinical Pathophysiology (3)
- NURS - 7180 Advanced Health Assessment (4)
- NURS - 7181 Pharmacotherapy in Nursing (3)
- NURS - 7182 Healthcare Policy and Nursing (3)
- NURS - 8102 Clinical Issues for Advanced Nursing Practice (3)
- NURS - 8103 Advanced Nursing Research (3)
- NURS - 8107 Adult Health and Illness I (5)
- NURS - 8108 Adult Health and Illness II (5)
- NURS - 8210 Clinical Nurse Specialist in Adult Health (5)
- NURS - 8946 Adult Health Internship and Project (5)

## Required Courses Family Nurse Practitioner Concentration (44 Hours)

*The following courses serve as prerequisites to the first set of clinical courses:*

- NURS - 6145 Theoretical Perspectives for Advanced Practice Nursing (3)
- NURS - 6150 Advanced Clinical Pathophysiology (3)
- NURS - 7180 Advanced Health Assessment (4)
- NURS - 7181 Pharmacotherapy in Nursing (3)
- NURS - 7182 Healthcare Policy and Nursing (3)

*Clinical set 1:*

*Requires a minimum of **90 clinical hours** focused on understanding the role of the FNP along with health promotion and prevention.*

*NURS-8221, NURS-8222, and NURS-8102 are required co-requisites.*

- NURS - 8221 Family Nurse Practitioner Role Practicum (2)

- NURS - 8222 Family Nurse Practitioner Role (3)
- NURS - 8102 Clinical Issues for Advanced Nursing Practice (3)  
*Clinical set 2:*  
*Requires a minimum of 135 clinical hours focused on managing episodic and acute conditions of the client 18 years and older in an ambulatory care setting.*  
*NURS-8111, NURS-8112, NURS-8103 are required co-requisites.*
- NURS - 8111 Adult Family Practicum (3)
- NURS - 8112 Adult Family Health and Illness (3)
- NURS - 8103 Advanced Nursing Research (3)  
*Clinical set 3:*  
*Requires a minimum of **135 clinical hours** focused on managing the pregnant/post-partum client and episodic and acute conditions of the pediatric client 1 week-18 years in an ambulatory care setting. It is our intent for each student to spend a minimum of 65 hours in an OB/GYN practice and a minimum of 70 hours in a pediatric practice.*  
*NURS-8119 and NURS-8120 are required co-requisites.*
- NURS - 8119 Young Family in Health and Illness Practicum (3)
- NURS - 8120 Young Family in Health and Illness (3)  
*Clinical set 4:*  
*Requires a minimum of **180 clinical hours** focused on gaining independence in the role of the family nurse practitioner. It is expected that the student will begin to manage simple to complex chronic diseases with minimal assistance from their preceptor. The population focus is across the life span.*  
*NURS-8949 and NURS-8950 are required co-requisites.*
- NURS - 8949 Clinical Practicum for Family Nurse Practitioner Residency & Project (4)
- NURS - 8950 Family Nurse Practitioner Residency Project (1)

## Required Courses Nurse Executive & Innovative Leadership Concentration (42 Hours)

- HLAD - 7101 Introduction to Healthcare Organization (3)
- HLAD - 7109 Healthcare Informatics (3)
- HLAD - 8102 Healthcare Program Planning and Evaluation (3)
- HLAD - 8103 Healthcare Quality Improvement Concepts and Tools (3)
- HLAD - 8105 Healthcare Human Resource Management (3)
- NURS - 6145 Theoretical Perspectives for Advanced Practice Nursing (3)
- NURS - 7182 Healthcare Policy and Nursing (3)
- NURS - 8102 Clinical Issues for Advanced Nursing Practice (3)
- NURS - 8103 Advanced Nursing Research (3)
- NURS - 8342 Professional Writing For Nurse Executives (3)
- NURS - 8350 Nursing Administration I (3)
- NURS - 8400 Nursing Financial Management (3)
- NURS - 8550 Nursing Administration II: Seminar (3)
- NURS - 8956 Nursing Administration II: Practicum (3)

Select elective workshop (1) from one of the following:

### Health Sciences

Communication Studies  
 Addictions Studies  
 Management Information Systems

## Thesis Option (3 Hours)

- NURS - 8900 Graduate Thesis/Project (1-8)

### NOTE:

Students who have focused research interests or who intend to pursue doctoral study may wish to conduct formal thesis/project research. Students may begin in the sixth semester by registering for NURS-8900 for one hour. A minimum of three hours is required. More information about this option is available from the academic advisor.

Total Required - 42 - 44 Hours; Thesis Option Total = 45-47 Hours

## Doctor of Nursing Practice

### Nursing Practice, D.N.P.

The College of Health and Human Services doctor in nursing practice (DNP) provides a professional practice doctorate in nursing that is designed for applicants to matriculate at two entry points: post baccalaureate or post master's degree with a major in nursing. The degree prepares the graduate for a career with a focus on one of the following advanced professional practice specialties: direct practice, community behavior, leadership/administration, or practitioner/educator. The sequence of courses provides the DNP graduate with the skills to assume leadership in meeting the healthcare needs of clients in a variety of settings; the program has an emphasis on the care of vulnerable populations.

## Program Goals

The goals for the Nursing Programs at Governors State University are to:

1. Prepare nursing students with knowledgeable skills and the capacity for critical inquiry and thinking, and skills to function in a variety of practice settings.
2. Provide an environment in which students develop cultural competency in health care.
3. Promote the professional values, beliefs and behaviors necessary for providing leadership in the delivery of health care in the 21st century.
4. Foster in students a commitment for life-long learning.

## Program Outcomes

Graduates will be able to:

1. Demonstrate advanced levels of clinical judgment/scholarship in nursing practice.
2. Critically analyze complex clinical situations and practice systems.
3. Evaluate and apply conceptual models, theories, and research in order to improve healthcare of diverse populations.
4. Systematically investigate a clinically focused area of nursing in order to order advanced healthcare.
5. Analyze the social, economic, political, and policy components of healthcare systems, which affect care planning and delivery.
6. Assume leadership roles in the development of clinical practice models, education models, health policy, and standards of care.
7. Integrate professional values and ethical decision-making in advanced nursing practice.
8. Collaborate with other members of the healthcare team to promote and prevent illness.
9. Engage in literature research for the avocation of practice and the promotion of health across the lifespan.



## **Admissions Requirements: Post-Baccalaureate**

Students requesting entry to the Doctor of Nursing Practice Program (DNP) at the post-baccalaureate level must meet all the requirements for graduate admission. In addition, students must have at least a 3.0 GPA before progression into DNP-8171.

## **Post Master's**

Students requesting entry to the Doctor of Nursing Practice Program (DNP) at the post-master's level must be accepted into the doctoral program and provide a transcript of completion of a master's in nursing program from an accredited institution.

## **Licensure**

Students must produce evidence of nursing licensure in the appropriate jurisdiction prior to enrolling in clinical courses.

## **Special Admission Requirements**

Applications with all supporting documents must be submitted by March 1 for fall semester admission. Late applications will be placed on a waiting list and will not be reviewed until all timely applicants have been processed. No action will be taken until all admission documents have been received. Admission to the Doctor of Nursing Practice is limited and competitive.

1. All required credentials must be on file in the Office of Admission before applicants can be admitted to the program.
2. Applicants whose credentials are from countries other than the United States must have their credentials evaluated through the Office of Admission.
3. Applicants are expected to meet the following admission requirements:
  - a. graduation from an accredited baccalaureate program in nursing. International students must graduate from a nursing program that has undergone comparable review per AACN Baccalaureate Essentials criteria and must score a minimum of 213 on the computer-based TOEFL;
  - b. a minimum undergraduate nursing cumulative Grade Point Average of 3.0, on a four-point scale, or equivalent "B" average. Note: Applicants not meeting this criterion may be considered for conditional admission status;
  - c. evidence of current registered nurse licensure in the State of Illinois (for students planning to complete the program in Illinois) or from an appropriate jurisdiction (for out-of-state students intending to complete practice requirements outside the state of Illinois);
  - d. evidence of successful completion with a grade of B or better of an upper division statistics course taken within the last five years. Alternately, one may be taken concurrently with the first term of graduate coursework;
  - e. a personal interview with a graduate admissions committee;
  - f. basic computer competency as follows: Students should be able to use e-mail with attachments; access online course materials and navigate BlackBoard courses; demonstrate intermediate competency with Microsoft Word, Excel, PowerPoint; be able to effectively use clinical simulation modules; have beginning competency with a statistical package preferably SPSS; and be able to navigate the Web including access to online library materials, Nursing Blog, and similar sites. Students who are unfamiliar with web-supported instruction are encouraged to take ONTL - 5101 Introduction to Online Learning (2) prior to or during the first term of enrollment;
  - g. grades in all previous master's course work of "B" or better; and
  - h. submit an application packet which includes:
    - i. the Graduate School Application form. This is to be completed online;
    - ii. official (original) transcripts showing the award of the BSN and the MS in Nursing (if a post MS applicant) and any other program pre-requisites;
    - iii. a 300-500 word essay, which addresses your reasons for pursuing the Doctor of Nursing Practice, career goals, and practice interests;

- iv. three letters of recommendation evaluating your scholarly potential. One should be from a clinical advisor or supervisor, one from an academic advisor or faculty member, and one from a nursing peer;
- v. a curriculum vita or resume; and
- vi. a copy of your current registered nurse license.

## Other Requirements

1. Once accepted into the program, information regarding health and other program specific requirements will be sent to the student. These requirements must be met within the first semester of enrollment.
2. Applicants are responsible for all doctoral level tuition and fees. Applicants must assume all responsibility for fees associated with testing.

## Admission to Candidacy

After admission as a degree-seeking student, a student must apply for candidacy, at which time all candidacy requirements must be fulfilled. Application for candidacy should be made with the approval of one's academic advisor at the completion of all core courses. Admission to candidacy is required in order to enroll in the roll specific DNP courses. To qualify for candidacy, a student must:

1. meet all conditions of admission; and
2. complete all core courses: DNP-8171, DNP-8172, DNP-8173, DNP-9180, DNP-9181, HLSC-7500, HLSC-8300, HLSC-8350, HLSC-8400, and STAT-8260.

## Degree Requirements

Students must meet all university requirements for a doctoral degree. In addition, students must: pass, during the last semester of the student's program, the capstone project which will be reviewed by a panel of three nursing faculty members complete degree requirements within five (5) years of application for candidacy; and may repeat only one course in which a grade of "C" is received.

## Required Courses Post-Master's Entry (44 - 47 Hours)

### A. Core Courses (29 Hours)

- DNP - 8171 Healthcare Leadership (3)
- DNP - 8172 Diversity, Spirituality, and Social Issues (3)
- DNP - 8173 Policy, Power, and Politics in Nursing (3)
- DNP - 9180 Nursing Leadership Internship (2)
- DNP - 9181 Advanced Evidence-Based Nursing Practice (3)
- HLSC - 7500 Interprofessional Collaboration (3)
- HLSC - 8300 Epidemiology (3)
- HLSC - 8350 Responsible Conduct of Research (3)
- HLSC - 8400 Information Management Nursing Decision Support (3)
- STAT - 8260 Advanced Statistics in Behavioral Science (3)

### B. Role Development Courses (10 - 13 Hours)

*(Select 1 area)*

#### Practitioner/Educator Role

- DNP - 9510 Practitioner/Educator Role Residency (4)
- NURS - 8610 Curriculum Development in Nursing (3)
- NURS - 8611 Instructional Methods in Nursing (3)
- NURS - 8612 Measurement and Evaluation in Nursing Education (3)

#### Community Behavior

- HLSC - 8750 Healthcare Organizational Behavior (3)
- DNP - 9280 Population Based Healthcare Delivery Systems (3)
- DNP - 9281 Risk Management in Population Health (3)
- **OR**
- HLSC - 9200 Healthcare Security and Disaster Preparedness (3)
- DNP - 9520 Community Role Residency (4)

#### Leadership/Administration Role

- DNP - 9380 Nursing Leadership Innovation and Entrepreneurship (3)
- DNP - 9530 Nursing Leadership Role Residency (4)
- HLAD - 7107 Economics of Health Administration (3)

#### Direct Practice Role

- DNP - 9540 Advanced Practice Role Residency (4)
- DNP - 9480 Advanced Practice Role: Care of Vulnerable Populations (3)  
Elective (3)

#### C. Capstone Courses (5 Hours)

- DNP - 9600 Doctorate of Nursing Practice Introduction to Capstone Proposal (1)
- DNP - 9601 Doctorate of Nursing Practice Capstone Proposal Development I (1)
- DNP - 9602 Doctorate of Nursing Practice Capstone Proposal Development II (1)
- DNP - 9961 Doctorate of Nursing Practice Capstone Project (2)

Total - 44 - 47 Hours

#### Required Courses Post-Baccalaureate Entry (86- 89 Hours)

The post-baccalaureate option requires that the following courses be completed prior to and in addition to those required for the Post-Master's Option:

#### A. Clinical Nurse Specialist (42 Hours)

- NURS - 6145 Theoretical Perspectives for Advanced Practice Nursing (3)
- NURS - 6150 Advanced Clinical Pathophysiology (3)
- NURS - 7180 Advanced Health Assessment (4)
- NURS - 7181 Pharmacotherapy in Nursing (3)
- NURS - 7182 Healthcare Policy and Nursing (3)
- NURS - 8102 Clinical Issues for Advanced Nursing Practice (3)
- NURS - 8103 Advanced Nursing Research (3)
- NURS - 8107 Adult Health and Illness I (5)
- NURS - 8108 Adult Health and Illness II (5)
- NURS - 8210 Clinical Nurse Specialist in Adult Health (5)
- NURS - 8946 Adult Health Internship and Project (5)

OR

#### B. Nursing Executive & Innovative Leadership (42 Hours)

- HLAD - 7101 Introduction to Healthcare Organization (3)
- HLAD - 7109 Healthcare Informatics (3)
- HLAD - 8102 Healthcare Program Planning and Evaluation (3)
- HLAD - 8103 Healthcare Quality Improvement Concepts and Tools (3)
- HLAD - 8105 Healthcare Human Resource Management (3)
- NURS - 6145 Theoretical Perspectives for Advanced Practice Nursing (3)
- NURS - 7182 Healthcare Policy and Nursing (3)
- NURS - 8102 Clinical Issues for Advanced Nursing Practice (3)
- NURS - 8103 Advanced Nursing Research (3)
- NURS - 8342 Professional Writing For Nurse Executives (3)
- NURS - 8350 Nursing Administration I (3)
- NURS - 8400 Nursing Financial Management (3)
- NURS - 8550 Nursing Administration II: Seminar (3)
- NURS - 8956 Nursing Administration II: Practicum (3)

Select elective workshop (1) from one of the following:

- Health Sciences
- Communication Studies
- Addictions Studies
- Management Information Systems
- Required Courses Post-Master's Option  
(44-47 Hours) (Listed Above)

Total - 86 - 89 Hours

## **Graduate Certificate**

### **Family Nurse Practitioner Post-Masters Certificate**

The College of Health and Human Services Department of Nursing offers a Certificate to prepare nurses with Master of Science in Nursing to meet the requirements for licensure as a Family Nurse Practitioner. The program is intended for nurses who have attained a master's or doctoral degree in a clinical specialty and who aspire to work as a nurse practitioner in an advanced practice setting.

## **Admission Requirements**

1. A master's or doctoral degree in nursing with current Illinois Advanced Practice Nursing (APN) Licensure and/or a current Specialty Certification in an Adult Clinical Focus qualifying the applicant for state APN licensure; OR
2. A master's in nursing with clinical activity that would qualify the applicant to apply for an Adult Specialty Certification and APN state licensure.
3. GPA in Master Program must be 3.0 or higher.
4. Transcripts and adequate, appropriate clinical activity hours will be reviewed on an individual basis.
5. Transcripts must support advanced pharmacology, pathophysiology and physical assessment courses at the master's level.
6. Licensure as a registered professional nurse in the State of Illinois or the jurisdiction in which clinical practice will occur.
7. Must have 2 years of current hospital based clinical nursing experience.
8. Submit a career goal statement, resume, and two letters of recommendation.

Review of all applicants by the established FNP Admission Committee and selection based on the above criteria.

## **Requirements for the Certificate**

The curriculum leading to the Family Nurse Practice Certificate consists of the following graduate courses:

- NURS - 7183 Documentation for Advanced Practice Nurses (2)
- NURS - 8111 Adult Family Practicum (3)
- NURS - 8112 Adult Family Health and Illness (3)
- NURS - 8119 Young Family in Health and Illness Practicum (3)
- NURS - 8120 Young Family in Health and Illness (3)
- NURS - 8221 Family Nurse Practitioner Role Practicum (2)
- NURS - 8222 Family Nurse Practitioner Role (3)
- NURS - 8949 Clinical Practicum for Family Nurse Practitioner Residency & Project (4)
- NURS - 8950 Family Nurse Practitioner Residency Project (1)

## **Total - 24 Hours**

A student may repeat only one nursing course in which a grade of "C" or less is received without being academically dismissed from the program.

Student must complete all clinical courses with a grade of "B".

## **Department of Occupational Therapy**

### **Master of Occupational Therapy**

#### **Occupational Therapy, M.O.T.**

The College of Health and Human Services graduate professional degree in Occupational Therapy (Master of Occupational Therapy-M.O.T.) prepares students to assume general practice positions in occupational therapy in a variety of health, education, and social service delivery systems. This is an entry-level graduate degree. This curriculum is designed for the student who has a bachelor's degree (any major), required prerequisite course work, and a strong commitment to pursuing a rigorous program of study in Occupational Therapy.

## Accreditation

The Occupational Therapy program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. ACOTE's telephone number c/o AOTA is 301.652.AOTA. Web address is [www.acoteonline.org](http://www.acoteonline.org).

Graduates of the program are able to sit for the national certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). All states, including Illinois, require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Caution: a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination and/or attain state licensure.

## Special Admissions Requirements

In addition to meeting university admission criteria, applicants must have successfully completed the following prerequisites in addition to, or in conjunction with a baccalaureate degree:

- Social and Behavioral Sciences (9 hours total) to include General Psychology (3 hours) and Abnormal Psychology (3 hours). The following courses are strongly recommended: developmental psychology, or other related sociology or anthropology courses.
- Natural Sciences; (16 credit-hours total) to include 4 credits of general physics I with lab, 8 credits of anatomy and physiology with lab; 4 credits of general chemistry with lab.
- Other course work: (6 hours total)
  - Medical Terminology (1 hour)
  - Orientation to Occupational Therapy (2 hours)
  - Survey of Research or Statistics course (3 hours)

Applicants must have a minimum undergraduate cumulative GPA of 2.75 and a minimum prerequisite GPA of 3.00. The Graduate Record Exam (GRE) is a prerequisite requirement for the MOT program. An essay and three letters of recommendation are required in the application process.

Application to the MOT program is through an occupational therapy centralized application service: OTCAS ([www.otcas.org](http://www.otcas.org)) Admission is by application and is competitive. Review the program website ([www.govst.edu/mot](http://www.govst.edu/mot)) for current information regarding application procedures and timelines.

## Recommended Preparation

Students planning to pursue application to the M.O.T. program should complete a baccalaureate degree in any field of study and complete the above-stated prerequisite courses.

## Admission to Candidacy

Following acceptance and progression in the MOT program, a student must apply for candidacy. Application must be made when a student has completed at least 75 credit-hours and maintained a G.P.A. of 3.0 or higher for all courses in the MOT program.

## Master's Final Project

The Occupational Therapy Level II Fieldwork A and B (OCCT-8910 and OCCT-8920) are graduate practica that provide students with the opportunity to evaluate the relevance of theoretical and academic perspectives in the profession and meet entry-level competence and, therefore, meet the requirement of the master's final project.

## Degree Requirements

### Required Courses (102 Hours)

### Degree Requirements (102 Hours)

- OCCT - 6601 Gross Anatomy I (3)
- OCCT - 6602 Gross Anatomy I Laboratory (1)
- OCCT - 6611 Gross Anatomy II (3)
- OCCT - 6612 Gross Anatomy II Laboratory (1)
- OCCT - 6627 Neuroscience for Occupational Therapy (3)
- OCCT - 6628 Neuroscience for Occupational Therapy Laboratory (1)
- OCCT - 6705 Professional Formation I - Dynamics of Occupational Therapy (1)
- OCCT - 6706 Professional Formation II - OT Process (3)
- OCCT - 7707 Professional Formation III Ethics and Policy and Advocacy (2)
- OCCT - 6730 Theories of Occupation (3)
- OCCT - 7110 Conditions in OT I (3)
- OCCT - 7120 Conditions in OT II (3)
- OCCT - 7130 Conditions in Occupational Therapy Practice III (3)
- OCCT - 7210 Occupational Therapy Level I Fieldwork A (1)
- OCCT - 7220 Occupational Therapy Level I Fieldwork B (1)
- OCCT - 7230 Occupational Therapy Level I Fieldwork C (1)
- OCCT - 7705 Kinesiology Laboratory I (1)
- OCCT - 7706 Kinesiology Laboratory II (1)
- OCCT - 7715 Kinesiology I: Theory and Application for Occupational Therapy (3)
- OCCT - 7716 Kinesiology II: Theory and Application for OT (3)
- OCCT - 7730 Environmental Factors Impact on Participation Across the Life Span I (1)
- OCCT - 7732 Environmental Factors Impact on Participation Across the Life Span II (2)
- OCCT - 7740 Psychosocial Knowledge (3-4)  
Recommend registering for 3 credit hours.
- OCCT - 7742 Psychosocial Knowledge Laboratory (1)
- OCCT - 7750 Human Development and Performance I (3)
- OCCT - 7760 Human Development and Performance II (3)
- OCCT - 7780 Models of Health (3)
- OCCT - 7790 Research Methods for Occupational Therapy (3)
- OCCT - 7810 Occupational Therapy Assessment and Intervention I (3)
- OCCT - 7811 Occupational Therapy Assessment and Intervention Laboratory I (1)
- OCCT - 7820 Occupational Therapy Assessment and Intervention II (3)
- OCCT - 7821 Occupational Therapy Assessment and Intervention Laboratory II (1)
- OCCT - 7830 Assistive Technology: Methods and Tools (3)

- OCCT - 7835 Methods and Tools for Promoting Performance (2)
- OCCT - 7840 Managing Occupational Therapy Services (3)
- OCCT - 7400 Integrative Seminar In OT (1)  
Must be taken at three different times throughout the degree program to earn a total of three 1-hour credits for this course.
- OCCT - 8900 Occupational Therapy Independent Research Study (1-8)  
Maximum required hours for this course to meet degree requirements is 3 credit-hours. The credits may be taken over two terms, e.g. register for 1 credit-hour one term and 2 credit-hours in another term.
- OCCT - 8910 Occupational Therapy Level II Fieldwork A (3-10)  
Minimum number of hours required to meet degree requirements is 10. Must register for all ten hours within one term.
- OCCT - 8920 Occupational Therapy Level II Fieldwork B (10)

## NOTE:

\* All Occupational Therapy students must complete Level II fieldwork within 24 months following completion of academic preparation and achieving candidacy.

# Doctor of Occupational Therapy

## Occupational Therapy, Dr.O.T.

*Effective Summer 2018 - Enrollment in the DrOT is suspended, pending revision to an Occupational Therapy Doctoral (OTD) Degree Program. Check with Academic Advisor in CHHS in Spring 2018 for details on the OTD Program.*

The Doctorate in Occupational Therapy (DrOT) is a post-professional practice degree offered through the College of Health and Human Services. Occupational therapists will advance skills and knowledge to enhance current practice and prepare to be an innovator in traditional and emerging areas of occupational therapy. The student will also have the opportunity to develop and/or refine academic, research, and clinical teaching skills.

This program is designed for occupational therapists seeking a post professional advanced practice doctorate in occupational therapy.

The DrOT will have three points of entry:

- Master of Occupational Therapy degree;
- Baccalaureate of Occupational Therapy with a masters degree in an area of study other than occupational therapy;
- Baccalaureate of Occupational Therapy without additional master degree completion. The post baccalaureate entry requires completion of all prerequisite courses for the DrOT core sequence.

## Admission Requirements:

Applicants must meet the following admission requirements:

1. provide or show evidence of:
  - a. a minimum graduate GPA of 3.0, on a 4.0 point scale;  
note: applicants not meeting this criterion may be considered for conditional admission status;
  - b. initial certification from NBCOT;



- c. current state occupational therapy license;
  - d. successful completion (3.0 on a 4.0 scale) of an upper division statistic course within the past five years; alternately, one may be taken concurrently with the first semester of graduate coursework;
  - e. basic computer competency including word processing and use of the Internet; (students who are unfamiliar with web-supported instruction are encouraged to take ONTL - 5101 Introduction to Online Learning (2) prior to or during the first term of enrollment);
  - f. application essay;
  - g. curriculum vita or resume;
  - h. three letters of recommendation; and
  - i. a personal interview with a graduate program faculty advisor/mentor.
- AND**
- 2. provide evidence of an occupational therapy masters degree.
    - a. a masters degree from an occupational therapy program accredited by ACOTE;
    - b. a baccalaureate degree in occupational therapy from an occupational therapy program accredited by ACOTE and a masters degree in occupational therapy or a related field;
    - c. International students must have graduated from a masters level program accredited by the World Federation of Occupational Therapy (WFOT).
- OR**
- 3. provide evidence of a baccalaureate of occupational therapy degree.
    - a. a baccalaureate degree from an occupational therapy program accredited by ACOTE;
    - b. International students must have graduated with a bachelors degree from a World Federation of Occupational Therapy (WFOT) approved program;
    - c. All bachelors prepared occupational therapists who have not earned an additional master's degree must complete the DrOT transitional prerequisite courses.

## **Application Procedure:**

Application for admission to the DrOT program is rolling allowing students to enter each semester, A cutoff date for application will be posted on the DrOT web site for each semester and for summer session. The application process will consist of:

- 1. completion of the DrOT graduate application;
- 2. submission of official copies of all transcripts from schools attended;
- 3. an essay addressing the applicant's reasons) for pursuing the Doctor of Occupational Therapy degree;
- 4. three letters of recommendation that address the applicant's potential for post professional study; one letter should be from an employer or supervisor, one from an occupational therapy colleague, and one from an individual who can attest to your scholarly potential;
- 5. proof of initial NBCOT certification;
- 6. proof of current state occupational therapy license;
- 7. submission of the application fee.

Applications will be reviewed by members of the DrOT

Program Admission Committee and applicants will be invited to interview. Committee recommendation will be based on the review of the admission materials, recommendations, course work to date, essay and interview. The committee will recommend those candidates who are the best qualified to the DrOT Program Coordinator. Applicants will be notified of the decision via letter.

## **Degree Requirements**

### **A. Required Courses (33 hours)**

- OCCT - 8220 Research Methods for Occupational Therapy (3)
- OCCT - 8310 Advanced Theories in Occupational Therapy (3)

- OCCT - 8320 Occupation Centered Practice and Process (3)
- OCCT - 8340 Instructional Methods in Occupational Therapy (3)
- OCCT - 8345 Program Develop and Evaluation (3)
- OCCT - 8350 Leadership and Entrepreneurship in Occupational Therapy (3)
- OCCT - 8360 Advocacy: Legal and Ethical Policy and Leadership (3)
- OCCT - 8370 Funding Occupational Therapy Research (3)
- OCCT - 8415 Advanced Research In OT (4)
- OCCT - 8510 Pro-Seminar I (1)
- OCCT - 8520 Pro-Seminar II (1-3) (may be repeated two times for a total of 9 credits)
- OCCT - 8530 Pro-Seminar III (1-3) (may be repeated one time for a total of 6 credits)

## B. Specialty Concentration Elective Required:

(6 Credit hours minimum) Specialty concentration electives will be developed as part of the doctoral student study plan.

## C. Culminating Project Required Courses (6 hours)

- OCCT - 9910 Doctorate in Occupational Therapy Capstone I (1-3) (may be repeated up to 6 credit hours)
- OCCT - 9920 Doctorate in Occupational Therapy Capstone Research Project II (1-3) (may be repeated up to 6 credit hours)

## Total - Minimum 45 Hours

Applicants who have a baccalaureate of occupational therapy without additional master degree completion will be required to complete the DrOT transition prerequisite courses before starting the DrOT core courses.

- OCCT - 6730 Theories of Occupation (3)
- OCCT - 7790 Research Methods for Occupational Therapy (3)

## Admission to Candidacy

Candidacy is awarded by a committee of the DrOT faculty. Candidacy serves as the gateway for student progression to the capstone research project sequence.

Capstone Research Project I will give the student the opportunity to incorporate theory, research and best practice methods in a specialty concentration.

Capstone Research Project II will be grounded in theory and evidence. Through the capstone research project the student will contribute to the occupational therapy body of knowledge.

# Department of Physical Therapy

## Doctor of Physical Therapy

## **Physical Therapy, D.P.T.**

The College of Health and Human Services professional doctoral degree in Physical Therapy (D.P.T.) is designed for the student who has completed a bachelor's degree in any major and specific prerequisite course work. The curriculum employs a systems approach, with emphasis on the musculoskeletal, neurological, cardiopulmonary, and integumentary systems. The specific responsibilities of patient screening, examination, evaluation, diagnosis, prognosis, plan of care, interventions, and outcomes assessment in physical therapy practice are related to the whole person. The curriculum integrates educational experiences in the classroom, laboratory, community, and clinical settings.

The purpose of the Doctor of Physical Therapy program is to prepare students to be entry-level physical therapists practitioners who base decisions on scientific and clinical evidence for their roles as clinicians, leaders, advocates, and teachers. Within the broadening scope and increasing autonomy of physical therapy practice, graduates of the program will be prepared to become leaders in the community, profession, and healthcare who will advocate for patients and influence health policy.

## **Program Objectives**

At the conclusion of the DPT program, the student will be able to:

1. Screen, examine, evaluate, and diagnose individuals with impairments, functional limitations, and disabilities related to movement, physical dysfunction, health, and wellness.
2. Plan and implement standard and innovative interventions for individuals with impairments, functional limitations, and disabilities related to movement, physical dysfunction, health, and wellness.
3. Determine the optimal level of improvement in function and the amount of time to reach that level for a patient with an impairment, functional limitation, or disability related to movement.
4. Instruct individuals and groups in the prevention of impairments, functional limitations, and disabilities related to movement, physical dysfunction, health, and wellness.
5. Demonstrate social responsibility, citizenship, and advocacy, including participation in community and human service organizations and activities.
6. Integrate scientific and clinical evidence in physical therapy practice, and contribute to the evidence for practice.
7. In professional interactions:
  - a. exhibit moral, ethical, and legal behavior;
  - b. display sensitivity to individual differences and values;
  - c. communicate appropriately;
  - d. display effective leadership skills;
  - e. display effective administrative and consultative behaviors; and
  - f. effectively use contemporary technology.
8. Demonstrate effective teaching skills that are culturally appropriate and meet the needs of the learner.

## **Accreditation**

The Illinois Board of Higher Education approved the Doctor of Physical Therapy degree in January of 2006. The Higher Learning Commission of the North Central Association of Colleges and Universities approved the Doctor of Physical Therapy degree in January of 2007. The Physical Therapy program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 N. Fairfax Street, Alexandria, VA 22314, telephone 703.706.3245; email: [accreditation@apta.org](mailto:accreditation@apta.org); website: <http://www.capteonline.org>.

## **Licensure**

After graduation from an accredited program, a student must pass a national examination and meet licensure requirements of the state in which they wish to practice.

## Special Admissions Requirements

Applications for admission are due by October 15. Application to the Doctor of Physical Therapy (DPT) curriculum is made through a centralized application service of the American Physical Therapy Association (APTA). To apply to our program, you should access the physical therapy centralized application service (PTCAS) at [www.ptcas.org](http://www.ptcas.org) where you will find the information on applying to our DPT curriculum.

Additionally, if accepted into the Doctor of Physical Therapy program, you will have to have official transcripts from all schools you have attended mailed directly to us from those schools you have attended.

In addition to meeting university admission criteria, applicants must:

1. have a bachelor's degree, any major, with a minimum cumulative G.P.A. of 2.8 on a 4.0 scale;
2. achieve a minimum of 1,000 points combined on the verbal reasoning and quantitative reasoning sections of the Graduate Record Examination (GRE) or 300 on the GRE revised General Test;
3. have appropriate prerequisite course work with a minimum prerequisite G.P.A. of 3.0 on a 4.0 scale. The GSU equivalent course is given in parenthesis. The following courses (in semester credit-hours) or their equivalents are minimum prerequisites for entry into the D.P.T. program:
  - General biology with lab (8) (BIOL 1500, BIOL 1501, BIOL 1510, BIOL 1511)
  - General chemistry with lab (8) (CHEM 1141 CHEM 1142 CHEM 1143 CHEM 1144)
  - One additional biology or chemistry course with lab (4).  
This must be a 2000-level or higher course such as Organic Chemistry with lab (CHEM-3513/CHEM-3514), Cell Biology with lab (BIOL-3370/BIOL-3371), or Human Physiology I and II with lab (BIOL-4444/BIOL-4445/BIOL-4446/BIOL-4447).
    - Anatomy with lab (4-8); two semester sequence of 1000-level Human Anatomy and Physiology with lab (8) OR one semester of 2000-level or higher with lab (4) such as Comparative Anatomy (BIOL-3360/BIOL-3361)
    - General Physics with lab (8) (PHYS-2141 /PHYS-2142 and PHYS-2143 /PHYS-2144 )
    - Statistics (3) (STAT-6219)
    - Medical Terminology (1) (HLSC-4400) (OCCT-2400)
    - General Psychology (3) (PSYC-1101)
    - Abnormal Psychology (3) (PSYC-3430)
    - Developmental Psychology (3) (PSYC 2201)
    - Orientation to Physical Therapy (2) ( PHYT-2320)
4. participate in personal interviews conducted by the Physical Therapy Department admissions committee, if selected.

## Technical Standards for the Doctor of Physical Therapy Program

To perform the essential functions of a physical therapist in an independent manner, accepted applicants and candidates for graduation from the Department of Physical Therapy in the College of Health and Human Services are required to certify that they understand and meet the technical standards of the Doctor of Physical Therapy Program (full text available from the department office or the department website). Applicants or students who are unable to independently meet any of the technical standards must be able to direct others in the safe and effective execution of any task. Applicants or students who may not meet the technical standards should contact the Department Chair to identify what reasonable accommodations, if any, the Department of Physical Therapy could make to enable the accepted applicant or candidate to meet the standards.

## Admission to Candidacy

After an approved study plan is on file in the Department of Physical Therapy Office, each student must apply for admission to candidacy. Application forms are available in the department office. Application for candidacy must be made at the beginning of

the third semester in which the student is enrolled and before participation in Clinical Practicum (PHYT-7729). Students must have completed 38 credit-hours with a minimum G.P.A. of 3.0 to be accepted into candidacy and progress to the first clinical education experiences.

## Degree Requirements

### Required Courses: (108 hours)

#### A. Basic Sciences:

- BIOL - 7706 Physiology of Disease I (3)
- BIOL - 7707 Physiology of Disease I Laboratory (1)
- BIOL - 7716 Physiology of Disease II (4)
- PHYT - 6601 Gross Anatomy I (3)
- PHYT - 6602 Gross Anatomy I Laboratory (1)
- PHYT - 6611 Gross Anatomy II (3)
- PHYT - 6612 Gross Anatomy II Laboratory (1)

#### B. Physical Therapy:

- PHYT - 6701 Patient Management I (2)
- PHYT - 6702 Patient Management I Laboratory (1)
- PHYT - 6705 Movement Analysis I (2)
- PHYT - 6706 Movement Analysis I Laboratory (1)
- PHYT - 6710 Integrative Physical Therapy Seminar I (1)
- PHYT - 6711 Patient Management II (2)
- PHYT - 6712 Patient Management II Laboratory (1)
- PHYT - 6715 Movement Analysis II (2)
- PHYT - 6716 Movement Analysis II Laboratory (1)
- PHYT - 6720 Integrative Physical Therapy Seminar II (1)
- PHYT - 6721 Patient Management III Lecture (2)
- PHYT - 6722 Patient Management III Laboratory (1)
- PHYT - 6724 Pharmacology for Physical Therapy (2)
- PHYT - 6742 Psychomotor Development Throughout the Lifespan (3)
- PHYT - 6743 Research in Physical Therapy Practice (3)
- PHYT - 6745 Exercise Physiology (2)
- PHYT - 6746 Exercise Physiology Laboratory (1)
- PHYT - 7717 Clinical Orthopedics I (2)
- PHYT - 7718 Clinical Orthopedics I Laboratory (1)
- PHYT - 7727 Physical and Electrical Agents Laboratory (1)
- PHYT - 7728 Physical and Electrical Agents in Physical Therapy (2)
- PHYT - 7729 Clinical Experience I (3)
- PHYT - 7730 Integrative Physical Therapy Seminar III (1)
- PHYT - 7737 Clinical Orthopedics II (3)
- PHYT - 7738 Clinical Orthopedics Laboratory II (1)
- PHYT - 7740 Integrative Physical Therapy Seminar IV (1)
- PHYT - 7755 Cardiopulmonary Physical Therapy (3)

- PHYT - 7756 Neuroscience Therapeutics I (2)
- PHYT - 7757 Neuroscience Therapeutics Laboratory I (1)
- PHYT - 7760 Interaction and Education for Patient Care (3)
- PHYT - 7762 Integumentary Physical Therapy (3)
- PHYT - 7766 Neuroscience Therapeutics II (3)
- PHYT - 7767 Neuroscience Therapeutics Laboratory II (1)
- PHYT - 7770 Ethical, Leadership, and Policy Dimensions of Physical Therapy (3)
- PHYT - 7772 Orthotics and Prosthetics (2)
- PHYT - 7780 Physical Therapy in the Healthcare Team (3)
- PHYT - 7782 Imaging for Physical Therapists (2)
- PHYT - 7786 Physical Therapy Management of Medical/Surgical (2)
- PHYT - 7788 Comprehensive Patient Management (2)
- PHYT - 8792 Wellness and Human Performance (3)
- PHYT - 8801 Clinical Experience II (4)
- PHYT - 8802 Integrative Physical Therapy Seminar V (1)
- PHYT - 8803 Clinical Experience III (4)
- PHYT - 8804 Integrative Physical Therapy Seminar VI (1)
- PHYT - 9783 Applied Research in Physical Therapy (2)
- PHYT - 9808 Integrative Physical Therapy Seminar VII (1)

### Selectives (Select two, 11 hours)

- PHYT - 9805 Clinical Experience IV (4)  
**and**
- PHYT - 9807 Clinical Experience V (5)  
*OR*
- PHYT - 8811 Current Issues in Physical Therapy (2)

In addition to completing the required courses, students must also:

- satisfactorily complete all clinical internships in a variety of settings; and
- complete and present a graduate research project.

Total - 119 Hours

## Department of Social Work

### Bachelor of Social Work

#### **Social Work, B.S.W.**

The College of Health and Human Services undergraduate major in Social Work prepares students for entry-level professional social work practice as generalists. Generalist practice differs from advanced practice in its particular focus on concrete direct services and case management, and generalist practitioners are not prepared for advanced social work practice in specialized areas of concentration. Generalist practitioners work under close supervision than advanced practitioners. The bachelor of social work program is grounded in a social justice ethic scrupulously attentive to social and economic disparities encompassing planned interventions with people at multiple levels (individuals, families, groups, organizations, and communities) through

engaged, inclusive, culturally appropriate practice methods at all levels to affect systemic social and economic change and "just" outcomes for people at greatest risk. Requirements include the acquisition of an ecological perspective on human behavior for understanding the ways people influence and are affected by the social, political, and economic environmental contexts. A belief in the capacity of people to grow and change, and to make positive decisions on their own and others behalf, as well as an appreciation of the value of human capacities and diversity is emphasized. Students are provided learning opportunities for the development of cultural, social and political competence, critical thinking skills, research knowledge and skills, especially those which facilitate the evaluation of one's own practice. Professional values and ethics, systems theories and principles, practice theories and methods, social policy issues and processes, and knowledge and skills for effective social work generalist practice are important aspects of the social work curriculum. Agency experiences, including field practicum, provide the student with opportunities for integration and synthesis of learning, as well as exploration of fields of social work practice. Graduates have the background to pursue graduate studies in social work, psychology, addictions, law, and other related fields.

## **Program Outcomes**

After completing the foundation curriculum at Governors State University, the graduates will:

1. Apply knowledge of the relationship between individuals, and their environment including historical, cultural, biological, psychological, spiritual and social contexts.
2. Apply critical thinking skills within the context of professional social work practice.
3. Understand the value base of the profession and its ethical standards and principles and practice accordingly.
4. Practice without discrimination and with respect, knowledge and skills related to clients' age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex, and sexual orientation.
5. Understand the forms and mechanisms of oppression and discrimination and apply strategies of advocacy and social change that advance social and economic justice.
6. Understand and interpret the history of the social work profession and its contemporary structures and issues.
7. Apply the knowledge and skills of a generalist social work perspective to practice with systems of all sizes.
8. Use theoretical frameworks supported by empirical evidence to understand human development, behavior and agency across the lifespan and the interactions among individuals and between individuals and families, groups, organizations, and communities.
9. Analyze, formulate, and influence social policies.
10. Evaluate research studies, apply research findings to practice, and evaluate their own practice interventions.
11. Use communication skills differentially across client populations, colleagues, and communities to enhance human well-being, and prevent social injustice, and alleviate human suffering.
12. Use supervision and consultation appropriate to social work practice.
13. Function as a positive change agent within the structure of organizations and service delivery systems and achieve organizational change.
14. Be committed to personal growth, including the professional use of self.

## **Accreditation**

The Bachelor of Social Work Program is nationally accredited by the Council on Social Work Education.

## **Illinois Articulation Initiative**

"IAI" course designations refer to the statewide Illinois Articulation Initiative discussed on the Admission Information page of the catalog and found at [www.itransfer.org](http://www.itransfer.org).

## **Special Admission Requirements**

In addition to meeting university admission criteria, applicants must:

1. have obtained a minimum of 2.25 GPA for the last 60 hours;
2. submit two completed recommendation forms, at least one of which must be from a current or former college instructor. Recommendation forms are available in the Admission Office and on the website at <http://www.govst.edu/chhs/socialwork/bachelors/>; and
3. participate in an interview to develop a study plan that will review academic preparation and appropriateness of a social work career choice.

## Degree Requirements

Students must meet all university requirements for a bachelor's degree.

In addition, students must:

1. take at least two courses a term, unless a variance of their requirements is expressly approved by the program;
2. maintain a cumulative GPA of 2.5 or higher; and
3. earn a grade of "C" or better in all social work courses.

All undergraduate social work courses for which a student receives a grade lower than a "C" may be repeated a maximum of two times.

## General Education Requirement (37 Hours)

The following courses must be taken to meet major and general education requirements:

- American Literature (IAI H3 914 or 915) (3)
- Logic (IAI H4 906) (3)
- U.S. National Government (IAI S5 900) (3)
- Cultural Anthropology (IAI S1 901N) (3)
- Introduction or General Psychology (IAI S6 900) (3)
- Human Biology (IAI L1 904 or 904L) (3)
- Statistics (IAI M1 902) (3)

## Required Courses (51 Hours)

The following courses must be taken at the lower-division level:

- Sociology (3)
- Macroeconomics (3)
- SOCW - 2100 Introduction to Social Work (3) or equivalent.

The following courses must be taken at the upper-division level:

- ADDS - 4150 Addictions: Recovery Process (3)
- SOCW - 3099 Diversity and Social Justice - Junior Seminar (3)
- SOCW - 3100 Social Welfare Policy I (3)
- SOCW - 3200 Interviewing Skills (3)
- SOCW - 3400 Human Behavior in the Social Environment I (3)
- SOCW - 3500 Human Behavior in the Social Environment II (3)
- SOCW - 3600 Generalist Social Work Practice I (3)



- SOCW - 3700 Generalist Social Work Practice II (3)
- SOCW - 4200 Social Welfare Policy II (3)
- SOCW - 4300 Social Work Research (3)
- SOCW - 4500 Field Practicum I (3)
- SOCW - 4501 Field Integrative Seminar I (3)
- SOCW - 4600 Field Practicum II (3)
- SOCW - 4601 Field Integrative Seminar II (3)

## Upper-Division and Social Work Selectives (15 Hours)

*Select fifteen hours from among the following courses or other courses that support student interests, with approval of advisor:*

- SOCW - 3101 Interprofessional Teamwork in the Health and Human Services (3)
- SOCW - 3102 Children and Families: Problems, Issues, and Services (3)
- SOCW - 3103 Aging: Policies, Problems, and Services (3)
- SOCW - 4100 Law for Human Service Professionals (3)
- SOCW - 4101 Urban Dynamics (3)
- SOCW - 4102 Child Welfare Practice (3)
- SOCW - 4103 Management and Supervision in the Human Services (3)
- SOCW - 4104 Social Work in Healthcare (3)
- SOCW - 5000 Topics in Social Work (1-4)

## Child Welfare Electives

Students interested in generalist practice in the field of child welfare have an opportunity to select a particular cluster of courses. To complete the cluster of child welfare courses BSW majors must include these courses in their study plan, which is developed in consultation with the faculty advisor.

For students interested in child welfare based generalist practice the following courses must be completed:

- SOCW - 3102 Children and Families: Problems, Issues, and Services (3)
- SOCW - 4102 Child Welfare Practice (3)

### NOTE:

In addition to the above courses, the required Field Practicum I & II must be completed in a child welfare agency.

## Electives (17 Hours)

Total - 120 Hours

# Master of Social Work

## Social Work, M.S.W.

The Master of Social Work program in the College of Health and Human Services prepares advanced social work professionals to provide services to at-risk socially and economically diverse children, adults, and families. Graduates are prepared for

professional practice in social service agencies serving children, adolescents, adults, and families and communities in the southern urban/suburban/rural region of metropolitan Chicago. The primary goal of the GSU M.S.W. program is to prepare highly qualified, competent advanced social work professionals to engage in critical practice grounded in a social justice ethic.

The Master of Social Work degree has two programs:

**1) The Full M.S.W. Program** degree consisting of 60 credit-hours in the foundation and advanced curriculum for students who have not earned the baccalaureate social work degree.

**2) The Advanced Standing Degree** program consisting of 32 credit-hours in the advanced curriculum. This option is available for students who have a baccalaureate social work degree within seven years of the date of application to the M.S.W. program from a Council on Social Work Education accredited program.

Both a full-time and a part-time option are available for the completion of the M.S.W. degree. The full-time program is offered over a two-year period for students employed less than full-time. The part-time programs are designed for students employed full-time and cannot complete their graduate studies on a full-time basis. The part-time programs are offered over three or four years.

## Program Outcomes

After completing the concentration curriculum at Governors State University the student will:

1. Analyze the differential effects of cultural, historical, political, globalization, technological changes, and social-economic influences on children, adults, and families.
2. Integrate knowledge of social work values and ethics into an autonomous practice with children and families.
3. Demonstrate effective leadership skills in social and human services organizations, including application of leadership theories, interpersonal skills, problem-solving skills, and decision-making techniques.
4. Conduct multidimensional assessments on complex issues with children and families that include environmental stressors such as cultural, economic, political, spiritual, and social relationship factors.
5. Analyze, integrate, and differentially apply various treatment models and techniques used in practice with families, children, and adolescents.
6. Differentially apply theoretical perspectives to child and family practice and to assess the impact of these theoretical views on policy, programs, organizations, practitioners, and clients.
7. Appropriately conduct, critically analyze, and utilize qualitative and quantitative research to evaluate practice interventions and to inform social welfare policy development with children and families.
8. Apply knowledge of discrimination and social and economic injustice, and integrate principles of empowerment, advocacy, and a strengths-perspective with vulnerable children and families in multicultural communities.
9. Integrate knowledge of various policy practitioner roles (including legislative, administrative, and advocacy activities) to improve services to and promote the well-being of children and families.
10. Develop and expand programs and services for children and families in communities where resources to meet client needs are scarce.
11. Utilize and provide supervision and consultation in the delivery of advanced practice with vulnerable children and families within organizational and community contexts.

## Accreditation

The Master of Social Work program is accredited by the Council on Social Work Education (CSWE).

## Admission to the M.S.W. Program

Applicants to the Master of Social Work degree program must submit an application to the M.S.W. program office, three letters of recommendation, essay responses to questions posed by the M.S.W. program faculty, and transcripts from all post-secondary

institutions from which the applicant completed course work. Students are admitted to the Full M.S.W. Program and the Advanced Standing Degree Program in the Fall term.

## Special Admissions Requirements

In addition to meeting the university admission criteria, the following are required of applicants:

1. A bachelor's degree with a minimum cumulative G.P.A. of 2.50 on a 4.0 scale
2. A liberal arts foundation that includes coursework in the following areas:
  - a. behavioral/social sciences (equivalent of nine credit-hours);
  - b. science/mathematical reasoning, which must include human biology and statistics (equivalent of six credit-hours); and
  - c. humanities/fine arts (equivalent of six credit hours).
3. Submission of supplementary application packet which includes:
  - a. official transcripts of all previous college work;
  - b. M.S.W. application form;
  - c. prerequisite Evaluation form with required catalog descriptions, if not GSU course work;
  - d. three letters of recommendation; and
  - e. essay responses.

Prospective students for the Advanced Standing Degree program must satisfy the above requirements in addition to having a 3.0 G.P.A. in baccalaureate social work course work.

Information related to the program and special application materials for the Master of Social Work program are available from the MSW website: [www.govst.edu/chhs/dsw/msw](http://www.govst.edu/chhs/dsw/msw) or Governors State University Office of Admission.

Admission Office  
Governors State University  
1 University Parkway  
University Park, Illinois 60466  
708.534.4490

Admission occurs once a year. There are set due dates each academic year for the Advanced Standing Application and for the Full Program Application. Please refer to the GSU MSW webpages for details on application due dates for both applications.

Due to accreditation guidelines regarding faculty/student ratio, admission to the program is limited each year. Applicants are ranked for admission on the basis of:

1. undergraduate grade point average;
2. commitment to the mission of the M.S.W. program;
3. personal value system consistent with that of the social work profession;
4. prior employment and/or volunteer experience serving the needs of vulnerable, at-risk, population groups; and
5. need for a part-time program due to the inability to leave employment to pursue professional education.

## Degree Requirements

The M.S.W. program offers two (2) degree programs: Full Program and the Advanced Standing degree program. The Full Program consists of 60 credit-hours of course work in the foundation and advanced curriculum. The Advanced Standing program consists of 30 credit-hours of course work in the advanced curriculum and is restricted to prospective students who have completed a baccalaureate degree program in a social work education program accredited by the Council on Social Work Education (CSWE) within seven years from the date of application to the M.S.W. program.

### Master of Social Work (M.S.W.) Curriculum - Full Program Degree Requirements

## Foundation Curriculum

- SOCW - 6100 The Social Work Profession in a Diverse Society (3)
- SOCW - 6200 Human Behavior in the Social Environment I (3)
- SOCW - 6300 Human Behavior in the Social Environment II (3)
- SOCW - 6400 Social Welfare Policies and Provisions (3)
- SOCW - 6500 Social Work Research (3)
- SOCW - 7200 Social Work Practice I (3)
- SOCW - 7100 Social Work Practice II (3)
- SOCW - 7500 Field Practicum I (2)
- SOCW - 7501 Field Practicum I: Integrative Seminar (2)
- SOCW - 7600 Field Practicum II (2)
- SOCW - 7601 Field Practicum II: Integrative Seminar (2)
- SOCW - 7050 Foundation Topics in Social Work (1-3)

Total - 32 Credit-Hours

## Practice with Children and Families Advanced Curriculum

- SOCW - 8100 Contexts and Theories in Practice with Children and Families (3)
- SOCW - 8200 Social Work Practice with Families (3)
- SOCW - 8300 Social Work Practice with Children and Adolescents (3)
- SOCW - 8400 Practice Evaluation (3)
- SOCW - 8500 Policy Practice with Children and Families (3)
- SOCW - 8600 Field Practicum III (3)
- SOCW - 8601 Field Practicum III: Integrative Seminar (2)
- SOCW - 8700 Field Practicum IV (2-3)
- SOCW - 8701 Field Practicum IV: Integrative Seminar (2)
- SOCW - 8060 Advanced Topics in Social Work (1-3)

Total Advanced Credit-Hours - 28

Total Foundation and Advanced - 60 Hours

## M.S.W. Advanced Standing Degree Requirements

- SOCW - 8000 Transition to Advanced Social Work (1) [Module 1]
- SOCW - 8001 Transition to Advanced Social Work (1) [Module 2]
- SOCW - 8002 Transition to Advanced Social Work (1) [Module 3]
- SOCW - 8003 Transition to Advanced Social Work (1) [Module 4]
- Advanced Curriculum (28)

Total Advanced Standing Credit-hours - 32 Hours

## Student Candidacy Requirement

Graduate students seeking degrees at Governors State University must apply and be approved for candidacy in the degree program in which they have been admitted. The M.S.W. Full Program students apply for advancement to candidacy in the last term of the foundation curriculum. Advanced Standing students apply for candidacy during the fall term of their first year. Advancement to candidacy occurs when students have demonstrated in their application for candidacy that they are progressing satisfactorily in the M.S.W. program and have maintained a 3.0 G.P.A. Application forms for this purpose are provided to students by the M.S.W. program.

## **Master's Final Project**

The advanced field practicum (SOCW-8600 and SOCW-8700) is a graduate practicum that provides students with the opportunity to evaluate the relevance of theoretical and academic perspectives in the profession, and therefore meets the requirement of the master's final project.

## **Field Practicum**

The field practica require the completion of supervised social work practice experiences at the foundation and advanced levels. While work-site field placements are permitted, restrictions are placed on such practica.

The foundation field practica consist of two consecutive field practicum experiences concurrent with classroom experiences in the form of integrative seminars. Field Practicum I and its concurrent integrative seminar take place during the 15-week fall semester, and Field Practicum II and its concurrent integrative seminar occur over the 15-week spring semester. The foundation field requires 420 clock-hours under the supervision of a field instructor with a master of social work degree. The field experience provides students with the opportunity to apply knowledge, values, and skills acquired in the foundation course work.

The advanced field practica are designed to assist students with the integration and synthesis of practice knowledge, the internalization of social work professional values, and the application of practice skills as they become critically conscious and self-reflective and competent practitioners. There are two advanced field practica: Field Practicum III and IV that span over two terms beginning with the fall semester and ending with the spring semester. As in the foundation field placement, students are also required to enroll concurrently in the field integrative seminars. The advanced field practica require 480-600 clock-hours under the supervision of a field instructor who has met the criteria that qualifies a professional to serve in this role.

## **Minor**

### **Social Work Minor**

### **Requirements for the Minor**

Students must meet all university requirements for a minor in Social Work offered through the College of Health and Human Services. Approval for entrance into the minor must be given by the program director.

#### **Required Courses (12 Hours)**

- SOCW - 2100 Introduction to Social Work (3)
- SOCW - 3100 Social Welfare Policy I (3)
- SOCW - 3101 Interprofessional Teamwork in the Health and Human Services (3)
- SOCW - 3099 Diversity and Social Justice - Junior Seminar (3)

#### **Elective Courses (6 Hours)**

- SOCW - 3102 Children and Families: Problems, Issues, and Services (3)
- SOCW - 4100 Law for Human Service Professionals (3)
- SOCW - 4101 Urban Dynamics (3)
- SOCW - 4103 Management and Supervision in the Human Services (3)
- SOCW - 4104 Social Work in Healthcare (3)
- SOCW - 5000 Topics in Social Work (1-4)

Total - 18 Hours

## **Graduate Certificate**

### **Mindfulness in the Helping Professions Certificate**

The College of Health and Human Services and the College of Education offer to train professionals to integrate mindfulness-based approaches to clinical practice. The program focuses on three areas: academic, professional, and personal. At the academic level, program participants will become familiar with current research on the application of mindfulness to a variety of clinical settings. At the professional level, participants will develop skills to utilize interventions to treat a variety of clinical problems and disorders, including anxiety and depression and stress-related illnesses. At the personal level, participants will integrate mindfulness practices into their own lives.

The program is intended for post-masters mental health and allied health professionals (nurses, addiction counselors, occupational therapists, physical therapists, psychologists, social workers) with access to clinical populations. In addition, current masters level GSU students enrolled in clinically-oriented programs and who are in their advanced clinical practicum/internship, are eligible for the program. The deadline for admission for fall semester will be March 15.

### **Admissions Requirements**

A master's or doctoral degree in mental health or allied health professions. Graduate students enrolled in and having good standing in their advanced practicum/internship and who have access to a clinical population will be considered for admission on an individual basis.

Applicants must:

1. provide evidence of a master's, specialist, or doctoral degree from an accredited institution or provide evidence of being currently enrolled in a graduate degree program and having completed or being enrolled in an advanced clinical practicum/internship, or working toward clinical/counseling licensure with access to a clinical population;
2. be in good academic standing at the last institution attended;
3. have satisfied any university and program admission criteria for the certificate program for which they are applying; and
4. submit a non-refundable application fee.

### **Requirements for the Certificate**

The curriculum leading to the Mindfulness in the Helping Professions Certificate consists of six graduate courses:

- SOCW - 7801 Introduction to Mindfulness in the Helping Professions (3)
- OR**
- PSYC - 7801 Introduction to Mindfulness in the Helping Professions (3)
- SOCW - 7802 Laboratory in Mindfulness I (2)

**OR**

- PSYC - 7802 Laboratory in Mindfulness I (2)
- SOCW - 7803 Advanced Mindfulness in the Helping Professions (3)

**OR**

- PSYC - 7803 Advanced Mindfulness in the Helping Professions (3)

- SOCW - 7804 Laboratory in Mindfulness II (2)

**OR**

- PSYC - 7804 Laboratory in Mindfulness II (2)

- SOCW - 7806 Laboratory in Mindfulness III (2)

**OR**

- PSYC - 7806 Laboratory in Mindfulness III (2)

- SOCW - 7808 Laboratory in Mindfulness IV (2)

**OR**

- PSYC - 7808 Laboratory in Mindfulness IV (2)

Total - 14 Hours

## Completion

To receive the Mindfulness in the Helping Professions Certificate each student must:

1. Be admitted to the certificate according to the admission requirements;
2. Complete the six required courses with a cumulative GPA of at least a 3.0;
3. Remove all grades of incomplete by the date that the certificate is to be completed;
4. Complete all coursework within two (2) years from the date of admission;
5. Meet all financial obligations to the university; and
6. Submit an application for award of the certificate.

## Student Services, Activities, and Information

- [University Library](#)
- [Research Help and Information](#)
- [Library Facilities and Services](#)
- [Auxiliary Services and University Housing](#)
- [Career Services](#)
- [Center for Performing Arts](#)
- [Child Care and Preschool](#)
- [Civic Engagement and Community Service Center](#)
- [Community Service Officers](#)
- [Computer Connection Center \(C3 - The Cube\)](#)
- [Counseling and Wellness Center](#)
- [Diversity Office - Bias and Discrimination](#)
- [Disability Services](#)
- [Diversity and Social Justice Programs](#)
- [Honor Societies](#)
- [Immunizations](#)
- [Information and Records](#)
- [New Student Programs: First Year and Transfer/Graduate Student Orientation](#)
- [Public Act 96-574](#)
- [Public Safety](#)
- [Recreation/Fitness Center](#)
- [Shuttle Service](#)
- [Student Governance](#)
- [Student Handbook](#)
- [Student Identification Card \(myONECARD\)](#)
- [Center for Student Engagement and Intercultural Programs \(CSEIP\)](#)
- [Student Media](#)
- [Student Organizations](#)
- [Television and Media Production](#)
- [Testing](#)
- [Tutoring](#)
- [University Housing](#)
- [Veterans Resource Center](#)
- [Writing Center](#)

## University Library

[www.govst.edu/library](http://www.govst.edu/library)

The Governors State University Library's mission is to support the scholarship of teaching and learning in the University's academic programs, as well as the wider University community. Designated a Government Depository Library for Federal and State documents, the Library offers a rich collection and expert services to support faculty, staff, and students. Library research may be conducted on site and through the library's website 24/7. Library hours of service vary by semester. Please check the library's website, [www.govst.edu/library](http://www.govst.edu/library), and the library's portal page on [mygsu.govst.edu](http://mygsu.govst.edu) for hours of operation, special programs, and research guides.

## Research Help and Information

### Online Catalog

The University Library's online catalog, Voyager, provides access to the library's physical and digital collections. Books, journals, and videos are available in print and electronic formats. Voyager is part of the I-Share union catalog of more than ninety member libraries of the Consortium of Academic and Research Libraries in Illinois. By accessing I-Share through the University Library's Voyager catalog, library users can also initiate interlibrary loan requests from the other ninety I-Share member libraries. Requested materials will be delivered to the Governors State University Library or to any I-Share library for retrieval. In addition, the Governors State Library has cooperative agreements with other academic libraries which allows for students to have access to their collections using their current GSU myONECARD.

### Digital Resources and Research Guides



With subscriptions to more than ninety electronic databases available, users can locate full-text books and journal articles, as well as citations to articles, books, and other materials in a variety of subject areas related to the curriculum. The library's online Research Guides and A-Z List are gateways to accessing these resources via the Internet. The library's digital repository, OPUS (Open Portal to University Scholarship), archives and publishes faculty and student scholarly work, as well as materials of importance to the University's history and regional engagement. The repository is located on the Internet at <http://opus.govst.edu>.

## **Library Resources**

Resources include test and assessment files which contain sample materials used for psychological and educational testing and measurement, selected K-12 textbooks, and juvenile literature which support the teacher education program, and reserve materials assigned by faculty to support current courses. The Reference collection contains research materials such as encyclopedias, directories, and unique research materials that do not circulate. Special collections include the Schomburg collection, Human Area Resource Files, and the Third Airport collection. Two academic e-book collections are maintained on the Ebrary and Ebsco e-book platforms, in addition to the Credo Reference library. A growing collection of e-books, many of which can be downloaded to e-book readers, is collected in a variety of academic subject areas.

## **Research Help and Information Desks**

Information and library research help is available in person, by phone, by Live Help chat, or by email during hours of operation.

Tenure-track library faculty provide subject specific research assistance upon request or appointment. Library professional staff members are also prepared to provide expert assistance with library research questions.

## **Library Facilities and Services**

### **Facilities**

Library facilities include private and group study and lounge areas, wireless network access for personal laptop computers, computer workstations for library research, scanners, equipment for viewing audiovisual materials, a microform reader-printer, and a digital microform reader-printer-scanner. A shared student computing lab and printing center hosts printing, faxing, and photocopying services. There is a charge for photocopies, printing, and faxing.

### **Services**

Library staff members are available to give tours of the library, and library faculty members provide library instruction to individuals and groups upon request. Library Faculty provide library research instruction upon request both on site and through the Blackboard learning platform, upon request. Tutorials on how to use library resources are published on the Library Research Guides platform. Workshops and training are offered to students, faculty, staff, and community members. The workshop schedule can be found on the library website. Writing Center tutors are available for APA, MLA and other style formatting questions and brief writing consultations at scheduled times. Book binding services for student and faculty work are available.

For more information about library services, and a list of library faculty subject liaisons, visit the library website, [www.govst.edu/library](http://www.govst.edu/library), the Library portal page. You may contact the Library by email at [library@govst.edu](mailto:library@govst.edu), or by calling the Library at 708.534.4111.

## **Auxiliary Services and University Housing**

The Office of Auxiliary Services and University Housing provide support and service to the students, faculty, staff, alumni and guests of the Governors State University campus. Auxiliary Services and University Housing is responsible for the programs and services associated with:

University Housing: [www.govst.edu/housing](http://www.govst.edu/housing); GSU Bookstore: [www.govst.edu/bookstore](http://www.govst.edu/bookstore); Campus Dining, Vending and Catering: [www.govst.edu/dining](http://www.govst.edu/dining); and myONECARD: [www.govst.edu/myONECARD](http://www.govst.edu/myONECARD).

## **Career Services**

The Office of Career Services assists students and alumni with all facets of their career development. The office offers individual advising appointments and workshops where students can receive assistance with skills identification, career exploration, developing a job search strategy, resumes, interviewing, networking, negotiating offers, employer research and writing job search correspondence. Career Services maintains an Experience job and internship database, which houses postings from local employers and on campus student employment opportunities. The office hosts four to five career fairs during the academic year, which are targeted career fairs such as the Education or Health and Human Services Career Fairs. For students in online degree programs, services are further provided through telephone appointments and email correspondence. The Career Services website at [www.govst.edu/careerservices](http://www.govst.edu/careerservices) also provides a wealth of career-related resources for all students and alumni.

## **Center for Performing Arts**

The 1,170-seat Center for Performing Arts is dedicated to providing a wide array of quality arts, popular, educational, and family programming to the immediate community and its surrounding metropolitan region. Major star attractions are featured, as well as a variety of Illinois artists and performing arts companies. The Arts in Education Program at the Center serves over 40,000 area children with professional performances, performing arts camps, and master classes. The Center is also a meeting place for area businesses, organizations, and community events. For information and tickets, call 708.235.2222 or see the Center website at [www.centertickets.net](http://www.centertickets.net).

## **Child Care and Preschool**

The Family Development Center, located across from the main campus, makes use of light, space, and natural elements to enhance the sense of community central to child-centered programming. Educational research and models of effective teaching practices played a key role in the development of the center's program philosophies. Center programs provide field sites for university instruction, and offer services to GSU students, faculty, and surrounding community members. Programs are available by registration with program staff, and include the following: 1) State licensed childcare for children ages 6 weeks to 5 years; 2) State funded preschool for children 3-5 years; 3) after school enrichment for children ages 5 to 12; 4) birth to age 5 parenting support for families with infants, toddlers, and preschool children; and 5) parent and child play groups with home visits. Specific program information is available at 708.235.7300, or [www.govst.edu/children](http://www.govst.edu/children).

## **Civic Engagement and Community Service Center**

CECSC is designed to be a one-stop-shop for students, faculty and community members focusing on social justice and civic responsibility. Students interested in service opportunities, faculty interested in incorporating service and civic engagement activities in their classes, and community partners interested in recruiting volunteers, will be able to bridge resources through this office. The Center works collaboratively with Illinois Campus Compact and has AmeriCorps VISTA(s) in residence.

## **Community Service Officers**

Community Service Officers provide students, staff, and visitors safe conduct to their cars, especially late at night. Services are available seven days a week. Community Service Officers help motorists with battery problems, frozen locks, empty gas tanks, and tires that are low on air. If a motorist is locked out of his or her car, personnel from the Department of Public Safety will assist in unlocking it. A Community Service Officer can be contacted by dialing the Department of Public Safety at 708.534.4900.

## **Computer Connection Center (C3 - The Cube)**

The Cube provides computer facilities for students, faculty, and staff. The Cube complex is comprised of seven classrooms and an open lab. All computers are connected to the Internet. Hardware in The Cube labs include Intel Core 2 Duo Processors, iMacs, laser printers, and a scanner. Operating systems include Windows 7 Professional and Macintosh Lion OS. Software categories include Microsoft Office 2010, programming languages, graphics, and client software. Printing can be done at Pay-to-Print stations in Print Central. Students enrolled at Governors State and holding a valid student I.D. card may use The Cube facilities. The Cube is located on the second floor of the D Wing, just past the library. The CUBE is open Monday through Friday, 8:30 a.m. - 10:30 p.m.; Saturday, 8:30 a.m. - 5 p.m.; Sunday (fall/spring), 1 - 9 p.m.; and Sunday (summer), closed. Student lab aides are available to answer questions and assist users. For current information about The Cube, please visit [www.govst.edu/acslab](http://www.govst.edu/acslab).

## **Counseling and Wellness Center**

The professional staff offers confidential counseling for currently enrolled students seeking to address academic or personal concerns. Appointments can be made by contacting 708.235.7334. Additional information regarding counseling services is available on the Counseling and Wellness Center website at [http://www.govst.edu/Campus\\_Life/Counseling\\_and\\_Wellness\\_Center/](http://www.govst.edu/Campus_Life/Counseling_and_Wellness_Center/).

Staying healthy is important to your personal and academic success! Accordingly, the Counseling and Wellness Center at Governors State University, located in A-1120, provides healthcare and counseling for students by addressing their psychological and physical health, wellness, and well-being needs. Governors State University and Advocate Health Care are partnering to offer the first health service in the university's history. The center can be used as a resource to stay healthy, physically and mentally. Our medical and behavioral health teams work with you as partners by providing confidential, compassionate and high quality care. The center is staffed by a diverse and collaborative team comprised of a psychologist, licensed counselors, post-doctoral interns, a certified family nurse practitioner, nurse and support staff.

## **Diversity Office - Bias and Discrimination**

The Dean of Students and Interim Chief Diversity Officer offer information and assistance to students who believe that they have been discriminated against because of race, color, national origin, religion, gender, ancestry, age, sexual orientation, marital status, disability, citizenship, unfavorable discharge from military service, or veteran status.

Any student who believes that he or she has been unlawfully discriminated against or has been a victim of sexual harassment may file a grievance with the Dean of Students and Interim Chief Diversity Officer.

## **Disability Services**

The Office of Disability Services is dedicated to creating an accessible environment and providing equality of educational opportunities for students with documented disabilities. GSU's goal is to focus on a student's ability not the disability. Disability Services ensures compliance with the Americans with Disabilities Act and with Section 504 of the Rehabilitation Act of 1973. Legally mandated access and accommodations are available to all qualified students who self-identify with Disability Services. Students must provide documentation by a qualified professional who can verify the functional impact of the disability as well as provide recommendations for appropriate accommodations. The information provided by students is voluntary and confidential.

If requests for auxiliary aids, academic adjustments, or other special services necessitate a modification of academic standards or create an undue hardship on the university, the requests may be denied. To arrange for appropriate accommodations, contact the Director of Disability Services at 708.534.4090.

## **Diversity and Social Justice Programs**

Governors State University is recognized as one of the most diverse institutions of higher education in the State of Illinois. Consequently, we are committed to campus-wide efforts that affirm the diversity represented within the University community and the value and vitality that pluralism brings to our individual and collective experience. The Center for Student Engagement and Intercultural Programs provides support for affinity clubs and organizations, special events, workshops, and thematic programs that recognize the ethnic and cultural diversity of the campus as community strength.

## **Honor Societies**

### **Alpha Eta (Allied Health Profession Honor Society)**

This organization is dedicated to the promotion and recognition of significant scholarship, leadership, and contributions to the Allied Health Professions. It fosters high standards of education for those majoring in Communication Disorders, Physical Therapy, Community Health, or Addiction Studies. GSU Contact: Dr. Ivonne Kanko [ikanko@govst.edu](mailto:ikanko@govst.edu).

### **Alpha Iota Sigma (Honor Society for Interdisciplinary Work)**

Promotes the benefits of interdisciplinary work and provides a forum to encourage interdisciplinary collaboration among students, faculty, and community members. GSU Contact: Dr. Shannon Maldonado [swatson3@govst.edu](mailto:swatson3@govst.edu).

### **Beta Gamma Sigma Honor Society**

Beta Gamma Sigma membership is the highest honor that a business student, attending an AACSB accredited institution can achieve. Members are all over the world and currently reside in over 160 countries. BGS members serve in a wide array of industries and are not focused on one specific professional area. This allows unique opportunities for our members to network with a variety of other business professionals from all walks of life. GSU Contact: Karen Janko [kjanko@govst.edu](mailto:kjanko@govst.edu).

### **Chi Sigma Iota**

An international honor society for students, professional counselors, and counselor educators dedicated to scholarship, research, professionalism, leadership, and excellence in counseling, and to recognizing achievements in the pursuit of academic and clinical excellence in counseling. GSU Contact: Leslie Contos [lesliecontos@gmail.com](mailto:lesliecontos@gmail.com).

### **Honors Program Student Council (HPSC)**

This council is committed to providing an effective communication bridge between the faculty/staff and honor program students. We seek to model exceptional leadership, enhance learning experiences, develop innovative initiatives and promote connections in and out of the classroom in order to engage honor students in the GSU, local, and global communities. GSU Contact: Dr. David Rhea [drhea@govst.edu](mailto:drhea@govst.edu).

### **Kappa Delta Pi Honor Society**

Kappa Delta Pi (KDP) is an International Honor Society of Education focused on leadership, scholarship, and service. Membership in KDP is a lifelong connection to an international network of exceptional educators working in various levels of education, all with a common aspiration. Our mission is to advance quality education by inspiring teachers to prepare all learners for future challenges. GSU Contact: Dr. Katie Hisrich [khisrich@govst.edu](mailto:khisrich@govst.edu).

### **Lambda Pi Eta - Kappa Kappa Chapter**

Lambda Pi Eta is the official communication studies honor society of the National Communication Association (NCA). GSU Contact: Michelle Sebasco msebasco@govst.edu.

#### **Phi Alpha Honor Society**

The society invites into membership those who have attained excellence in scholarship and achievement in social work. Members support each other, promote humanitarian goals and ideals, and foster high standards of education for social workers. Advisor: Lydia Falconnier, lfalconnier@govst.edu.

#### **Pi Alpha Alpha Honor Society**

The society is committed to encouraging and recognizing outstanding accomplishments in public affairs and administration, while fostering integrity, professionalism, and creative performance in the conduct of governmental and related public service activities. GSU Contact: Dr. Mary Bruce mclark@govst.edu.

#### **Psi Chi Psychology National Honor Society**

The society's mission is to produce a well-educated, ethical, and socially responsible member committed to contributing to the science and profession of psychology and to society in general. GSU Contact: psichi@govst.edu.

#### **SALUTE Veterans National Honor Society**

SALUTE Veterans National Honor Society, the premier honor society for student veterans! Your membership symbolizes the commitment to recognizing and encouraging the academic success of student veterans at your institution. Advisor: Kevin Smith, ksmith9@govst.edu.

#### **Sigma Theta Tau**

The Honor Society of Nursing, Sigma Theta Tau International, is advancing world health and celebrating nursing excellence in scholarship, leadership, and service. Advisor: Shirley Comer, scomer@govst.edu.

#### **Sigma Tau Delta**

An International English Honors Society to confer distinction for high achievement in English Language and Literature in undergraduate, graduate, and professional studies. Advisor: Dr. Christopher White cwhite@govst.edu.

#### **Tau Sigma National Honor Society-Delta Delta Chapter**

Tau Sigma Honor Society is a national honor society designed exclusively for transfer students. Contact: tausigma@govst.edu.

#### **Upsilon Phi Delta**

Upsilon Phi Delta is an honor society, recognizing the academic excellence of Healthcare Administration students. Advisor: Dr. Ning Lu, nlu@govst.edu.

#### **Upsilon Pi Epsilon**

UPE is to recognize academic excellence at both the undergraduate and graduate levels in the Computing and Information Disciplines. UPE is a member of the Association of College Honor Societies. Advisor: Steve Hyzny, shyzny@govst.edu

### **Immunizations**

The Illinois College Student Immunization Act (110-ILCS 20) requires all admitted students born on or after January 1, 1957 and enrolled in six or more credit hours of on campus classes to provide proof of immunity for tetanus/diphtheria, measles, mumps and rubella. Immunization records must be signed and dated by a nurse or physician and must include a tetanus/diphtheria booster within the past ten years, and two MMRs' (measles, mumps, rubella) after the first birthday. International students born

outside of the United States must provide proof of three DTs and two MMRs. If records are not in English, they must be accompanied by a certified translation. Information and further instruction for meeting the stated immunization requirements can be obtained from the Immunization website at: <http://www.govst.edu/immunizations/> or by calling 708.235.7154.

## **Information and Records**

Information concerning student enrollment, grade reports, certification for graduation, diplomas, commencement, and transcripts can be obtained from the Registrar's Office. This office also processes changes of address, name, and residence classification.

## **New Student Programs: First Year and Transfer/Graduate Student Orientation**

Attending orientation helps students transition to a new educational institution. Orientation programs provide students with the information and services necessary to be a successful student at Governors State University. The orientation cycle begins in early January before the start of the Spring semester and culminates with the University's Convocation program at the end of August. For dates for the mandatory orientation for first year students and transfer/graduate students contact the Coordinator of New Student Programs at 708.235.6819 or visit [www.govst.edu/orientation](http://www.govst.edu/orientation)

## **Public Act 96-574**

Governors State University is in compliance with and enforces the Public Act 96-574 as it pertains to sexual harassment in higher education. Students and employees are encouraged to contact the Department of Human Resources with any related complaints or questions.

## **Public Safety**

Police, public safety, and emergency medical services in cooperation with the University Park Fire Department are available at all times from the university's Department of Public Safety at 708.534.4900. Complete details regarding all aspects of Campus Safety are found [here](#).

## **Recreation/Fitness Center**

The Recreation/Fitness Center includes a 167,000 gallon indoor-heated swimming pool, a cardiovascular resistance-training fitness room, a gymnasium, a racquetball court, and shower and locker facilities. The Recreation/Fitness Center is open seven days a week during the fall and spring semesters; it is closed Sundays during the summer session. Recreation/Fitness Center community memberships may be purchased through the sales office. For a facility tour, membership information, fitness classes, or general inquiries, visit Room A1106 or call 708.534.4556.

## **Shuttle Service**

The Department of Public Safety operates scheduled daily shuttle services to the Metra Station from early morning to late evening at selected times based on Metra train scheduling and ridership demands. Visit <http://www.govst.edu/ShuttleSchedule/> for the most up to date schedule of the GSUXpress Shuttle.

## **Student Governance**

The university is governed by three senates representing the faculty, civil service, and students. The Student Senate is charged with the responsibility of representing student interests in all policies governing the university. A student is also elected to be a representative to the GSU Board of Trustees. A student and an alternate are elected to represent the university on the Student

Advisory Committee to the Illinois Board of Higher Education. Positions are open to all students in academic good standing. Elections are held twice a year to fill the student government positions. Visit [www.govst.edu/studentsenate](http://www.govst.edu/studentsenate).

## **Student Handbook**

The Student Handbook provides students with information on policies, student fees, student services, grievance procedures, etc., as well as an administrative overview. Student Handbooks can be found at the GSU website at [www.govst.edu/studenthandbook](http://www.govst.edu/studenthandbook).

## **Student Identification Card (myONECARD)**

The myONECARD is the official GSU student identification card and must be used to access the resources of the GSU Library, the Recreation and Fitness Center, and for access to STUDENT ONLY activities. In addition, the myONECARD can be used in the Library and ACS lab for "Pay for Print" stations, for purchases at the GSU Bookstore and in the GSU Café, and the Prairie Place C-store.

Residents of Prairie Place also use their myONECARD to access the Laundry Services available in Prairie Place and the electronic doors in Prairie Place.

The myONECARD is issued to all registered students and employees at the Office of Auxiliary Services & University Housing (C1330) or at the Welcome Center (D Building, Main Entrance). Students/employees must show a valid driver's license, state ID, military ID or passport when requesting a myONECARD. For more information see the myONECARD website at [www.govst.edu/myonecard](http://www.govst.edu/myonecard).

## **Center for Student Engagement and Intercultural Programs (CSEIP)**

Located on the second floor of the A Building, this area has been designed to bring students together through a variety of programs and services. The Center for Student Engagement and Intercultural Programs (CSEIP) includes the **Jaguar Den**, which houses a television lounge, student computers, study areas, and Student Row. **Student Row** includes the Student Senate Office, Board of Trustees and IBHE Student Representatives, and the Student Enrichment Program.

Staff offices, Center for Intercultural Student Affairs, Civic Engagement and Community Service Center, Interfaith/Meditation Room, and two conference rooms are also located in the CSEIP. It is the place to meet with friends, watch television, use the computers, or just relax.

A student Food Pantry is located in A-1115.

## **Jaguar Den**

Located in the CSEIP, (A2140), the Jaguar Den is the place to meet with friends, use computers, do your homework, watch television, or just relax. Clubs can use this area for activities by reserving it through CSEIP at 708.235.7362.

## **Student Conference Rooms**

Located in the CSEIP, (A2134 and A2110). Students and clubs can use this area for activities by contacting Katherine Brookins at [kbrookins@govst.edu](mailto:kbrookins@govst.edu) or stop by the CSEIP to reserve space.

## **Student Gaming Lounge**

Billiards and table tennis are located in the A-Wing North Study Hall. Cues, balls, and paddles are available for check out at the Recreation and Fitness Center service counter (A1105). A valid GSU student or employee ID card is required for equipment check out.

- Television
- Pool Tables
- Table Tennis
- Vending Machines
- Seating Area
- Foosball Table

## **Center for Student Engagement and Intercultural Programs (CSEIP) Events**

CSEIP strives to empower students through interaction in self-initiated or planned activities with fellow students, faculty members and staff. It's based on principles in which the campus climate respects the rights of individuals and groups, encourages student success and ensures outlets for personal and professional development.

Student Life events include the following:

Black History Month  
Distinguished Lectures  
Welcome Week Activities  
Homecoming Weekend  
Hunger and Homelessness Week  
Latino Heritage Month  
LGBTQA History Month  
Martin Luther King, Jr. Celebration  
Non-Traditional Student Week  
Salute to Graduates Celebration  
Welcome Week  
Women's History Month

## **Center for Student Engagement and Intercultural Programs (CSEIP) Special Events**

CSEIP is dedicated to creating student centered programming to create experiential learning opportunities for the student population. Lectures, concerts, or other special events are offered to the university community each semester. CSEIP also collaborates with the GSU Program Council, Center for Performing Arts, GSU Library, and the academic colleges to present special events.

## **CSEIP Services**

The following service is available from CSEIP: Student Lockers-\$5.00 per term

Information provided on:

Student Governance  
Recreation/Fitness Center Programs  
Clubs and Organizations  
Student Newspaper  
Shuttle Service

## **Student Travel/Conference Fund**

CSEIP provides funds for students to attend and/or present at conferences. Student travel is designed to enhance the student educational experience here at Governors State University. Students may seek funding for conference travel by completing a



request packet available online at [www.govst.edu/studentlife](http://www.govst.edu/studentlife). Students who seek funding for conference travel must be in academic good standing, be recommended, and complete all required forms. Funding maximum is \$500 per fiscal year. Applications are submitted to CSEIP (A2100) two months in advance; awards are subject to availability of funds. Contact the CSEIP at [SLCO@govst.edu](mailto:SLCO@govst.edu) or call 708-235-7362.

## **Student Media**

### **Student Newspaper**

The student newspaper, The Phoenix, is run by students under the direction of a faculty advisor. The Phoenix is dedicated to ensuring that GSU's student news is up-to-date and timely. There are opportunities for students with all skill levels, from writing to display advertising to get involved. The Phoenix office is located in Room E2543. Call 708.534.4517 or e-mail [phoenix@govst.edu](mailto:phoenix@govst.edu) for information on involvement.

### **This Week at GSU (TWAG)**

A professional, entirely student-run campus news show keeps students up to date with everything GSU and more. Short news splashes provide information about programs, activities and events happening around campus. Watch the show daily on the Educator TV, the campus monitors and the This Week at GSU website. The program is hosted and produced by communications students through Digital Learning and Media Design.

### **Student Organizations**

Students may take advantage of more than 70 student and university organizations, including the Student Senate, which exist at GSU. These organizations provide students with the opportunity to meet others with the same majors or interests. The majority of organizations are related to academic programs, while others support a variety of social and special interests.

Any group of students can form new student organizations. A minimum of seven students can seek chartering as a student club or organization through the CSEIP. Students can select their advisor in cooperation with the CSEIP and the College. All organizations must renew their charters each academic year. For information or assistance, contact the Executive Director for Student Engagement and Intercultural Programs at [studentlife@govst.edu](mailto:studentlife@govst.edu) or visit [www.govst.edu/studentlife](http://www.govst.edu/studentlife).

### **Television and Media Production**

The Division of Digital Learning and Media Design houses two television studios and multiple video, audio and multimedia production suites. DLMD also co-operates The Educator, a full time cable channel available in most communities in the region on Comcast channel 16. The Division provides opportunities for students to learn in functioning broadcast facilities and to work with our award winning producers and directors on professional productions with national distribution.

### **Testing**

Testing accommodations are available for students with documented disabilities. For more information, call 708.534.4508. Information about the ETS Proficiency Profile exam may be obtained in the students' respective college. Students enrolled in the GSU Counseling program can obtain the registration application for the NCE (National Counselor Exam) offered twice a year on campus from the Division of Psychology and Counseling in the College of Education.

### **Tutoring**

Tutoring services are offered for students free of charge. The following subjects are tutored: math, accounting, economics, finance, computer science, statistics, and some science courses depending on tutor availability. For more information, please contact the Coordinator of Tutoring and Academic Assistance at 708.235.3962 or visit the Student Success Commons/Academic Resource Center website at [www.govst.edu/arc](http://www.govst.edu/arc).

## **University Housing**

Governors State University opened its first on-campus residence, Prairie Place, in the fall of 2014. The facility accommodates 290 students and offers both suite and apartment style units. The building was designed to accommodate students of all class levels, freshmen through graduate. Students must be enrolled in at least six credit hours each semester or three credit hours in the summer session in order to be eligible to live in Prairie Place. For more information about on campus housing, please visit our website at [www.govst.edu/housing](http://www.govst.edu/housing).

## **Veterans Resource Center**

The Veterans Resource Center, located in the Goodman-Malamuth Technology building (GMT160), provides a common area for veterans to interact, study, and receive updates on veteran resources and programs. The Coordinator for Veterans and Military Personnel serves as ombudsperson to veterans, active duty military, and their families. The Coordinator is available to assist incoming students with the application process, registration, transcript evaluation, and navigation of the university and its website. The Coordinator will also refer students to resources within the university such as financial aid, student services, career services, and state and federal veterans' representatives. For more information contact: Mr. Kevin Smith, [ksmith9@govst.edu](mailto:ksmith9@govst.edu), 708-235-2223, or go to <http://www.govst.edu/veterans/> for more details.

## **Writing Center**

The goal of the Writing Center is to provide writing and research help for students where and when they most need it. Students can get intensive help with writing at the Writing Center, located in the Student Success Commons/Academic Resource Center, B1215. Visit the office or call 708.235.7337 to make an appointment for a one on one consultation. Writing consultants are also located in the library for help with research papers, including help to narrow a research topic, information about APA, MLA, or other documentation styles, assistance in planning the paper, and any other questions. The consultants in the library are there to answer questions and do not review papers. The Online Writing Center offers both help with papers and resources for documentation, planning, grammar and style at [www.govst.edu/owl](http://www.govst.edu/owl). Also, a paper may be emailed to a consultant who will help identify possible problems and offer revision suggestions. In addition, links to a template that will format APA papers and other documentation help are provided on the online Writing Center website. For more information visit the website at [www.govst.edu/owl](http://www.govst.edu/owl).

## University Policies

- [Affirmative Action/Equal Opportunity](#)
- [Accommodating Religious Observance](#)
- [Unlawful Harassment](#)
- [Services for Students with Disabilities](#)
- [Drug and Alcohol Abuse](#)
- [Smoking](#)

### **Affirmative Action/Equal Opportunity**

Governors State University recognizes and is fully committed to both its moral and legal obligations to provide equal opportunity to its employees as well as its students. Recognizing these obligations, the university will not discriminate on the basis of race, color, national origin, ancestry, religion, gender, age, sexual orientation, marital status, disability, citizenship, order of protection status, unfavorable discharge from military service, or veterans status in any area of university employment or in services to its students. Furthermore, the university is pledged to affirmatively recruit to ameliorate patterns of employment which indicate under-utilization of members of minority groups and women, whether in the faculty, the civil service, or among the students.

### **Accommodating Religious Observances**

Governors State University will not discriminate against students for observing religious holidays and will reasonably accommodate the religious observance of individual students in regard to admission, class attendance, and the scheduling of examinations and academic work requirements.

It is the responsibility of the student to notify in writing the GSU administrator/faculty member involved at least three class periods in advance of the date of the religious observance to be accommodated.

Accommodations considered unreasonable are those which would necessitate the modification of academic standards or create undue hardship on the university or its staff.

If a student feels he/she has been discriminated against, redress can be sought through the Student Grievance Procedure.

This policy must be published in the Student Handbook and the University Catalog.

### **Unlawful Harassment**

Governors State University will not tolerate unlawful harassment of students or employees. If a student believes he/she has been harassed, that student should bring his/her allegations to the attention of the university. Such allegations will be investigated and if appropriate, the university will take action to eliminate the harassment. The university environment must be free of unlawful harassment in work and study. Students who believe they have been victims of unlawful harassment should contact the Department of Human Resources.

### **Services for Students with Disabilities**

Governors State University complies with the Americans with Disabilities Act of 1992 and with Section 504 of the Rehabilitation Act of 1973 and other federal and state legislation which states that, "No otherwise qualified person with a disability in the United States... shall, solely on the basis of disability, be denied access to, or the benefits of, or be subjected to discrimination under any program or activity provided by any institution receiving federal financial assistance." Inquiries about assistance to meet special needs should be directed to the Academic Resource Center, which will notify the appropriate academic and service areas. Provision of such assistance will be based upon the individual student's need to have equal access to the learning

environment. Requests for auxiliary aids, academic adjustments, or other special services which necessitate a modification of academic standards or create an undue hardship on the university, may be denied.

## **Drug and Alcohol Abuse**

All students are prohibited from the unlawful possession, use or distribution of illicit drugs and alcohol, or the abuse of alcohol and drugs on university property or in connection with any university activity. Sanctions consistent with local, state, and federal law may be imposed for the violation of the standards of conduct cited above. A complete description of the applicable legal sanctions under state and federal law for unlawful possession or distribution of illicit drugs and alcohol is included in the Student Conduct Policy.

## **Smoking**

In compliance with the Illinois Clean Indoor Air Act, as of July 1, 1993, smoking is prohibited in the university.

In compliance with the Illinois Smoke Free Campus Act, Governors State University is a smoke-free campus as of July 1, 2015. Guidelines for smoking in private property while on campus, e.g. inside privately owned vehicles, are posted on the University website.

## Academic Regulations

- [Student Responsibility](#)
- [Student Grade Reports](#)
- [Grading](#)
- [Grade Point Average](#)
- [Incomplete Course Work](#)
- [Grade Appeals](#)
- [Pass/No Credit Option](#)
- [Repeating Courses](#)
- [Independent Study](#)
- [Degree Requirements](#)
- [Concurrent Registration or Dual Enrollment](#)
- [Audit Registration](#)
- [Change in Major](#)
- [Confidentiality of Records and Notification of Rights under FERPA](#)
- [University Holds](#)
- [English Proficiency of Instructors](#)
- [Honors](#)
- [Transcripts](#)
- [Academic Honesty](#)
- [Academic Standing](#)
- [Academic Probation/Suspension](#)
- [Academic Probation Extended](#)
- [Reinstatement Following Academic Suspension](#)
- [Withdrawal from the University](#)
- [Academic Amnesty](#)
- [Withdrawal from Courses](#)
- [Late Registration Charge](#)

### Student Responsibility

Students are responsible for knowledge of, and adherence to, all university requirements and regulations. Students are responsible for knowing the degree requirements for their major and enrolling in courses that meet those degree requirements. Students are responsible for seeking information and assistance from appropriate staff should they have any questions regarding requirements or regulations.

### Student Grade Reports

Currently enrolled students can access their grades through their portal. Grade reports are not mailed except upon written request. Students needing official grade reports should complete the Request for Official Grade Report form available online. Official grade reports are not available to students with an outstanding financial obligation to the university.

### Grading

At the completion of the work for a course, a letter grade will be assigned by the instructor. Grades provide academic evaluation and are the basis for determining academic standing. Following are the letter grades used at Governors State University and the grade points used to determine the grade point average of the student:

Grade		Description	Grade Points Per Credit-hour
A	=	Superior performance	4
B	=	Above average performance	3
C	=	Average performance	2
D	=	Marginal performance	1
F	=	Failure	0

P	=	Pass
NC	=	No credit

#### **Student Status Description**

W	=	Student initiated withdrawal
X	=	Administrative withdrawal
CO	=	Continuous Registration
I	=	Incomplete
E	=	Extended incomplete
M	=	Grade missing at time of processing
R	=	Repeated course
V	=	Audit

## **Grade Point Average**

The student's grade point average (G.P.A.) is calculated by dividing the total number of grade points by the total number of credit-hours attempted. The cumulative grade point average is computed by dividing the total number of grade points that a student has earned in all courses taken at Governors State University by the total number of credit-hours represented by those courses. Transfer hours and courses in which a "P", "NC", "CO", "W", "X", "I", or "E" grade is earned are not used to calculate the grade point average.

<b>Grade</b>	<b>Credit Hours</b>		<b>Grade Point Value</b>		<b>Grade Points</b>
A	3	x	4	=	12
B	3	x	3	=	9
C	3	x	2	=	6
D	3	x	1	=	3
F	3	x	0	=	0

An example of the G.P.A. calculation: a student attempted five three-hour courses (a total of 15 hours), receiving an "A," a "B," a "C," a "D," and an "F." The total number of grade points earned in the five courses is 30. The G.P.A. is 30 (grade points) divided by 15 (hours attempted) equals 2.0.

## **Incomplete Course Work**

An instructor may grant an incomplete to a student if, in the judgment of the instructor, the reasons for the non-completion of the coursework are acceptable. The time allowed for completing unfinished coursework will be determined by the instructor but will not exceed two weeks before the end of the subsequent term.

When the course work is submitted, the instructor will replace the incomplete with the appropriate grade. If the incomplete is not changed to a final grade by the specified date, the "I" will automatically convert to an "F" (or an "NC" for pass/no credit courses), unless a request for an extension of incomplete ("E") has been approved in writing.

A student may petition the college in writing for an extension of time beyond the time allotted by the instructor for the completion of unfinished work. An extension on the basis of extenuating circumstances beyond the student's control and/or for valid academic reasons may be contracted with the instructor subject to the dean's approval. The extension shall not exceed two weeks before the end of the subsequent term.

To graduate, all grades of incomplete ("I" or "E") must be removed by the date posted by the Registrar.

Incomplete or nonpunitive grades cannot be permanently assigned to veterans or eligible persons receiving VA educational benefits. If this is the school policy, the "I" or incomplete grade must be reported to the VA as nonpunitive at the time the grade is assigned. This is necessary to ensure compliance with statutory restrictions on benefit payments.

## **Grade Appeals**

Once a grade has been recorded by the Registrar's Office, additional work cannot be submitted to raise the grade. Corrections may be made only as the result of either of the following:

1. A formal grievance proceeding is completed within the time limits set forth in the university grievance procedures.
2. A grade correction is approved by the faculty member, division/department chairperson, dean, and provost and filed with the registrar for Fall term errors by the end of the seventh week of the subsequent spring semester; or for Spring term errors by the end of the fifth week of the subsequent Summer term; or for Summer term errors by the end of the seventh week of the subsequent Fall term.

In case of a denial, the student may wish to repeat the course so that the original grade becomes an "R." See the information below about repeating courses.

## **Pass/No Credit Option**

To encourage undergraduate students to participate in areas of learning outside their major interests and to stimulate intellectual curiosity, Governors State University has a pass/no credit option. To receive credit ("P"), the grade must be "D" or better. A grade of "F" will carry a No Credit ("NC") designation. Pass/no credit designations are not calculated into the grade point average. Only undergraduate degree-seeking students may elect to take graded courses on a pass/no credit basis. The courses can only be applied toward the elective requirements within the student's degree program. A student may earn a maximum of 12 hours of credit in the pass/no credit option that can be applied toward elective degree requirements. Students who do not intend to earn a degree from GSU, either undergraduate or graduate, may also use this option. Changes from the pass/no credit option to traditional grade status are permitted through the end of the registration period for the term in which the course is offered. Additionally, selected courses are graded only on a pass/no credit basis. Students who wish to change their course grading from traditional grade status to pass/no credit can fill out the pass/no credit form, which is found in the Registrar's Office.

## **Repeating Courses**

A student may elect to repeat a course. The highest grade awarded will be used in the G.P.A. calculation; the lower grade will be replaced by an "R" to indicate a repeated course. Students electing to repeat a course should obtain a Repeated Course Request form from the Registrar's Office. The form is also available online.

Veterans and eligible persons receiving benefits can only be certified to repeat courses if a certain grade is required by the institution, e.g., a grade of "C" or higher is required to reach the approved objective and if overall satisfactory progress standards are met. There is no limit on the number of times a course may be repeated, as far as the VA is concerned, as long as the grade assigned to the repeated course at the end of the term is punitive, unless mitigating circumstances are approved by the VA. If established school policy is to replace a prior punitive-failing or below required standards - grade with a creditable passing grade following a successful repetition of the course, that fact alone constitutes mitigating circumstances. Incorrect certification can result in overpayments.

## **Independent Study**

Independent study enables a student to pursue individual research and reading in a field of special interest under the guidance of a faculty member. A written proposal for an independent study, planned and developed by the student, must be approved by the Division/Department chairperson in consultation with the faculty sponsor. Independent study credit may be used to meet elective credit only, and shall not be used as a substitute for courses specified in the student study plan. A maximum of nine undergraduate credit-hours and six graduate credit-hours of independent study may be applied to degree requirements. Individual colleges and programs may have more restrictive policies. A student may enroll for a maximum of three credit-hours of independent study in any one term.

Veterans and eligible persons receiving benefits can only be certified in independent study courses that lead to a standard college degree, consisting of a prescribed program of study with interaction between the student and the regularly employed faculty and offered without any regularly scheduled conventional classroom or lab sessions.

## **Degree Requirements**

Students who are admitted to Governors State University for this academic year must fulfill the degree requirements stated in this catalog (including any official addendum which may be subsequently published in order to update catalog information), or they may elect to substitute the requirements in any subsequent catalog published while they are enrolled in the university. A student must, however, meet the requirements from one catalog only, rather than choosing a portion from one catalog and the remainder from another.

Students who are reactivated to Governors State University and who did not attend within the past three consecutive terms, including summer term, may be required to meet the requirements of the current catalog as determined by their faculty/academic advisor. Students who are readmitted to Governors State University who did not attend within the past 15 consecutive terms, including summer term (or otherwise required by accredited programs) must meet the requirements of the current catalog unless written approval to continue under an earlier catalog is obtained from the dean of the college in which they enrolled. The written permission must be forwarded to the Registrar's Office along with the graduation application.

## **Concurrent Registration or Dual Enrollment**

Students may enroll at another regionally-accredited institution of higher learning while working toward a degree at Governors State University. Students must consult with their advisor before enrolling. Students with federal and/or state financial aid must consult with the Office of Financial Aid to discuss the implications of dual enrollment on financial aid eligibility and disbursement.

Permission to apply any credit earned at another institution toward degree requirements must be approved by the program advisor, dean, or designee prior to enrolling in the course.

## **Audit Registration**

A student who is interested in a particular course(s) but does not wish to take it for credit may audit the course(s). All attendance and work is voluntary. A student may register to audit a course during the registration period upon paying the required fee and obtaining the instructor's approval. Audit registrations do not appear on the academic transcript. A change from audit to credit registration or from credit to audit registration must be made during the registration period.

Veterans and other eligible persons cannot be certified for audited courses per 38 CFR 21.4252(i) of the code of federal regulations.

## **Change in Major**

Degree-seeking students who wish to change their major must complete the appropriate forms available in the Registrar's Office or on the web. Students who change their course of study are subject to any special admission and degree requirements in effect for the new major at the time of the change.



## **Confidentiality of Records and Notification of Rights under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Students have the right to:

1. Inspect and review the student's education records within 45 days of the day the university receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. Request the amendment of the student's education records that the student believes are inaccurate. Students may ask the university to amend a record that they believe is inaccurate. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the university decides not to amend a record as requested by the student, the university will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic, research, or support staff position. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.
4. File a complaint with the U.S. Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, D.C. 20202-4605

The FERPA policy appears in the Appendix.

## **University Holds**

University holds are a means of identifying students with unsatisfied financial or academic obligations to the university. Students with holds may not register until holds are released. Students are advised that courses may be dropped by the University for non-payment. However, it is the student's responsibility to drop or withdraw from courses they do not intend to take/complete regardless of payment status.

## **English Proficiency of Instructors**

Governors State University is required by Illinois Statute (110 ILCS 670/15-70) to adopt a program to assess the oral English language proficiency of all instructional staff. If a student has difficulty understanding an instructor, he/she should consult with the instructor first. If the situation is not resolved, the student should submit his/her complaint to the Chair of the department/division in which the instructor teaches. Appeals should be submitted to the Dean of the college in which the instructor teaches. Any subsequent appeals should be submitted to the Provost/Vice President for Academic Affairs.

## **Honors**

Governors State University recognizes outstanding academic performance of undergraduate degree-seeking students by giving special attention to those students who achieve excellence in their work. At the end of each term, degree-seeking students who

have completed at least six hours of graded course work without any incomplete grades, with a grade point average of 3.70 or higher, will be included on the Dean's List.

Undergraduate students, enrolled prior to summer 2018, and who maintain a cumulative grade point average at Governors State University of 3.80 or better, and completed a minimum of 24 graded credit hours of Governors State University coursework will receive the following special recognition upon completion of degree:

G.P.A. of 3.80-3.89 Cum Laude

G.P.A. of 3.90-3.97 Magna Cum Laude

G.P.A. of 3.98-4.0 Summa Cum Laude

Effective Fall 2017, any Undergraduate student who maintains a cumulative grade point average at Governors State University of 3.65 or better, and completed a minimum of 45 graded credit hours of Governors State University coursework will receive the following special recognition upon completion of degree:

G.P.A. greater than or equal to 3.65 but less than 3.84 - Cum Laude

G.P.A. greater than or equal to 3.84 but less than 3.94 - Magna Cum Laude

G.P.A. greater than or equal to 3.94 - Summa Cum Laude

The achievement of Cum Laude, Magna Cum Laude or Summa Cum Laude will be designated on the eligible student's transcript and diploma.

## **Transcripts**

Students can submit transcript requests through the National Student Clearinghouse, an online ordering system. A major credit card is required to process the request. Official transcripts are \$12.25 - \$13.25 depending on paper or electronic. The cost includes processing/convenience fees. The amount will be charged to your credit card only after your order has been completed. Details on the electronic transcript process are found in the university website transcript page.

Students who have an outstanding financial obligation to the university or who have not satisfied certain academic obligations will not receive transcripts until the obligation is met.

## **Academic Honesty**

Students are expected to fulfill academic requirements in an ethical and honest manner. This expectation pertains to the use and acknowledgment of the ideas and work of others, submission of work to fulfill course requirements, sharing of work with other students, and appropriate behavior during examinations. The university policy on academic honesty appears in the Appendix.

## **Academic Standing**

Undergraduate students who maintain a minimum cumulative G.P.A. of 2.0, and graduate students who maintain a minimum cumulative G.P.A. of 3.0 are in academic good standing. Students must be in academic good standing to graduate.

## **Academic Probation/Suspension**

Students are no longer in Good Standing when they fail to meet the minimum cumulative grade point average. Students are no longer in Good Standing when they fail to meet the minimum grade point average. All status changes take effect the semester immediately following the semester in which they failed to meet the established minimum.

The following applies to Undergraduate students:

1. Undergraduate students performing below a 2.0 cumulative GPA but at a 1.0 cumulative GPA or higher are placed on Academic Probation.

2. Undergraduate students performing below a 1.0 cumulative GPA are placed on Academic Probation Extended.
3. Non-degree students failing to meet cumulative grade point average for the first time are placed on Academic Probation Extended.

The following applies to Graduate students:

1. Graduate students performing below a 3.0 cumulative GPA but at a 2.0 cumulative GPA or higher are placed on Academic Probation.
2. Graduate students performing below a 2.0 cumulative GPA are placed on Academic Probation Extended.
3. Non-degree students failing to meet cumulative grade point average for the first time are placed on Academic Probation Extended.

## **Academic Probation Extended**

After enrolling for courses while on Academic Probation, if the student fails to achieve the minimum cumulative GPA, the student will be placed on Academic Probation Extended.

- Academic Probation Extended means that as long as a student obtains the minimum semester grade point average each semester and is making satisfactory progress towards degree completion, the student will not be suspended. The first semester a student in on Academic Probation Extended they are required to complete a learning contract with the Academic Resource Center.
- Undergraduate students performing below a 2.0 term GPA are suspended for the next semester and may request readmission after being suspended by petitioning the Committee on Readmissions and Special Admissions (see policy 19U for additional information), including an action/academic plan on changes that will be made to improve academic success the following semester.
- Graduate students performing below a 3.0 term GPA are suspended for the next term and may request readmission after being suspended by petitioning the Committee on Readmissions and Special Admissions (see policy 19G for additional information), including an action/academic plan on changes that will be made to improve academic success the following semester.

After enrolling for courses while on Academic Probation Extended, if the student fails to achieve the minimum semester GPA, the student will be placed on Suspension for the next term/semester. Students may request readmission after being suspended by petitioning the Committee on Readmissions and Special Admissions (see policy 19U or 19G for additional information).

## **Reinstatement Following Academic Suspension**

At the end of the suspension period, students dismissed for the first time will be eligible for reinstatement and may reenter the university provided they apply and petition for readmission through the University Committee on Readmission and Special Admission before established deadlines. The committee shall make recommendations to the appropriate division/department chairperson, who will make the final decision with input from program faculty. Reinstated students reenter the university with the cumulative G.P.A. they had upon suspension and are readmitted on academic probation extended. This status allows students to continue as long as their term G.P.A. meets the minimum requirement for their level (undergraduate/graduate) for academic good standing, and they do not receive any grades of incomplete. Students are returned to academic good standing when their cumulative G.P.A. is raised to the minimum requirement for their level. Students suspended/dismissed twice at the post-baccalaureate level for academic reasons from one or more universities will not be considered for readmission to the University at any later date. Undergraduate students twice suspended for academic reasons from the University will not be considered for readmission to the University at any later date unless they meet specific criteria as stated by policy.

The policies on readmission appear in the Appendix.

## **Withdrawal from the University**

Any student who wishes to withdraw from Governors State University should follow the procedures and deadlines for withdrawing from courses. Unofficial withdrawal from the university may result in failing grades being assigned. Any student

withdrawing from the university who is receiving financial aid or who has any outstanding accounts at the university must meet with a representative of the Financial Aid Office and/or the Business Office to satisfy all outstanding financial obligations. Students are advised that courses may be dropped by the University for non-payment. However, it is the student's responsibility to drop or withdraw from courses they do not intend to take/complete regardless of payment status.

## **Academic Amnesty**

1. The university shall establish a readmission process to be called Academic Amnesty which allows students to have their grade point average calculated for the purpose of establishing academic standing, from the point of reentry forward.
2. Academic amnesty shall be granted only to students who have previously been suspended or on probation and have not been enrolled at GSU for at least three (3) semesters, including summer session, prior to applying for readmission with academic amnesty.
3. Readmission with academic amnesty must be to a major other than the major in which the student was previously enrolled.
4. The student's academic record of courses and grades shall not be changed nor deleted from the transcript as a result of reentry with academic amnesty; additionally, the transcript shall indicate that academic amnesty has been granted.
5. Subject to approval by the appropriate division/ department chair and dean/director, a student's prior completed course work with grades of "C" or better for undergraduates, or "B" or better for graduates, may be applied to the new degree requirements. However, these grades shall not be used in calculating the grade point average from reentry forward.
6. All undergraduate students readmitted to the University with academic amnesty shall complete a minimum of twenty-four (24) graded credit hours after reentry, prior to graduation.
7. Graduate students readmitted to the University under academic amnesty must complete at least one half of the number of credit hours required for the degree in the new major prior to graduation, in addition to other requirements of the new major.
8. A student shall be granted academic amnesty by Governors State University only one time.

## **Withdrawal from Courses**

Students who register for a course but who do not attend classes must officially withdraw from the course to avoid receiving a failing grade. Specific dates for withdrawal are published in each student's schedule. Students may petition via an established appeal process for exceptions to these deadlines based upon extenuating circumstances. A recommendation from a faculty member in whose course the student is registered or from a division/department chair is required as part of a complete petition for an exception. All appeals must be in writing and must be received in the Registrar's Office no later than the last day of the term in which the course is scheduled.

A student receiving any form of financial aid who withdraws from one or more courses must see a representative of the Office of Financial Aid for a review of the award. Withdrawals will appear on the student's academic record as "W" and will not be included in calculating a student's cumulative grade point average or academic standing. Withdrawals will be subject to the university's tuition refund policy.

The registrar may administratively withdraw a student from all courses with written, verified notification of illness, disciplinary reasons, or other reasons within established university policy. The Registrar's Office will notify the Academic Resource Center, Business Office, Financial Aid Office, and faculty member(s) of the withdrawal as appropriate. The appropriate offices will contact the student regarding the withdrawal. Such withdrawals will appear on the student's academic record as "X" (administrative withdrawal) and with an appropriate message. Administrative withdrawals do not appear on the official transcript.

## **Late Registration Charge**

Students must register at least 14 days prior to the beginning of each fall and spring semester in order to avoid late charges. Exceptions include students who are in the first semester of enrollment at Governors State University and students who are adding courses to an established schedule.

# Distance Learning Academic Support and Services

## Distance Learning

Governors State University provides alternative access to university programs through extended campus courses held at off-campus locations and online courses. Alternative delivery methods provide opportunities for students who need more flexibility in their schedules in order to participate in furthering their education. These courses are scheduled at times and in ways that give the students options. The list of online program opportunities is found at: <http://www.govst.edu/gsuonline/>.

Governors State University recognizes that providing service to a diverse clientele over a wide geographic area requires significant levels of off-campus instruction. In support of its outreach efforts, the university offers a selection of degree and professional development courses at numerous locations in the Chicago metropolitan area and the surrounding region. Sequences of courses from undergraduate and graduate degree programs and degree completion opportunities are offered at off-campus teaching sites and online.

### Center for Active Engagement and Scholarship <https://www.govst.edu/caes/>

The Center for Active Engagement and Scholarship provides support, tutorials, and additional resources to assist both faculty and students in their use of instructional technology software in either face-to-face or online coursework.

Additional information may be obtained by contacting the following:

School of Extended Learning  
800.478.8478, ext. 4099

College of Arts and Sciences  
800.478.8478, ext. 3983

College of Business and Public Administration  
800.478.8478, ext. 4933

College of Education  
800.478.8478, ext. 6979

College of Health and Human Services  
800.478.8478, ext. 3133

## Licensure of Teachers and Other School Professionals

- [GSU Degree Program Licensure/Endorsement/Designation](#)
- [Middle Grades Endorsement](#)
- [Requirements for Licensure through Approved Programs](#)
- [Criminal Background Checks](#)
- [General Education Requirements for Teacher Licensure](#)
- [Professional Education Requirements](#)
- [Admission to Student Teaching](#)
- [Knowledge, Skills and Professional Dispositions](#)

The following information is intended to serve as a general guide for candidates preparing to qualify for an Illinois teaching, school service, or school administration licensure. More information is available from the programs' advisors and from detailed program information elsewhere in this catalog. All programs leading to the licensure of teachers and other school professionals are subject to change per ISBE requirements.

The Educational Preparation Provider Unit (EPPU) at Governors State University is accredited by the National Council for Accreditation of Teacher Education (NCATE) and is approved by the Illinois State Board of Education (ISBE) to offer programs of study leading to the licensures, endorsements, and designations as follows:

### GSU Degree Program Licensure/Endorsement/Designation

#### Undergraduate Programs:

Early Childhood Education	Initial Early Childhood licensure (incorporates Early Childhood Special Education Approval) Elementary
Elementary and Middle School Education	Initial Elementary licensure (see below for information on earning Middle Grades endorsement)

#### Post-Baccalaureate and Graduate Programs:

Bilingual/ESL Endorsement	Post-baccalaureate coursework leading to Bilingual/ESL endorsement by ISBE
Biology Education License	Post-baccalaureate licensure program to prepare graduates of Biology programs for Initial Secondary Teaching license endorsed in Sciences with Biology designation
Chemistry Education Licensure	Post-baccalaureate licensure program to prepare graduates of Chemistry programs for Initial Secondary Teaching License endorsed in Sciences with Chemistry designation
Communication Disorders	Professional Educator License endorsed as Non-Teaching Speech-Language Pathologist
Counseling - Post Master's School Counselor Licensure	Professional Educator License endorsed for School Counselor
Early Childhood Education	Early Childhood Endorsement (incorporates Early Childhood Special Education Approval) on Initial License through post-baccalaureate in Early Childhood Education

Administration	Administrative License endorsement on initial license for Principal through Educational Administration MA; Superintendent endorsement on initial license through Interdisciplinary Leadership Ed.D.
English Education License	Post-baccalaureate licensure program to prepare English program graduates for the initial secondary teaching license
Mathematics Education License	Post-baccalaureate certificate program to prepare Mathematics program graduates for the initial secondary teaching license, and through the MS in Mathematics concentration in Teacher Education
Multicategorical Special Education	Endorsement coursework for LBS I Unlimited on the Initial License through the MA in Multicategorical Special Education.
Reading	Post-baccalaureate licensure program endorsement on an Initial License (in Early Childhood, Elementary, or Secondary) for Reading Teacher
Psychology (School Psychology)	School Service Personnel License endorsed for School Psychologist
Social Work	School Service Personnel License endorsed for School Social Work

## Middle Grades Endorsement

Candidates who are completing a program leading to the initial elementary or initial secondary license, or who currently hold an initial or standard elementary or secondary license, may earn an endorsement which qualifies them to teach in the middle grades. Candidates who choose to pursue this endorsement are required to complete all courses unique to the middle grades endorsement that were not included in their initial license. Details for Middle Grades Endorsement are included in the College of Education, Elementary Education, B.A. pages of this catalog.

## Requirements for Licensure through Approved Programs

To be recommended by Governors State University for any of the above ISBE credentials, an applicant must:

1. have earned the required degree from an institution recognized by the ISBE for teacher education;
2. have acquired requisite professional experience where stipulated for admission or completion of any of the listed programs;
3. have completed a Governors State University state-approved program leading to the desired credential;
4. be at least 19 years of age;
5. be a citizen of the United States or legally present and authorized for employment;
6. possess good character; and
7. present evidence of having passed all examinations required by ISBE. (Required examinations include the Content and Assessment of Professional Teaching tests. See an academic advisor for more information about examinations and requirements for specific programs.).

Candidates should have created their Educator Licensure Information System (ELIS) documentation while in their professional education program (<http://www.isbe.net/elis/>). Upon completion of the program, Governors State University will notify the Illinois State Board of Education via ELIS that the candidate qualifies for a license and/or endorsement. This process is called "entitlement." By entering this notification, GSU is confirming you have completed all coursework and testing requirements needed for the license/endorsement per current Illinois rules and regulations. After GSU enters the notification, you will see a badge on your ELIS home screen that alerts you to apply for your entitlement notification. Click this badge to submit the application and fee for your license or endorsement. It is recommended that you complete this process within one year of

notification. Delay in completing this process could result in additional requirements should state regulations or program requirements change.

## **Criminal Background Checks**

All candidates for Illinois teacher licensure at Governors State University are required to submit to a program approved criminal background check prior to their initial field experience placement in schools.

For more information on this requirement, please visit [certifiedbackground.com](http://certifiedbackground.com). Consult with your advisor for information concerning the related GSU policies and procedures.

## **General Education Requirements for Teacher Licensure**

Course work for meeting the general education requirements of teacher preparation programs must be college-level work and may not include remedial courses even if college credit is granted. In general, this course work must be at the 1000-level or higher and applicable toward a degree at the institution providing the instruction. No course with a grade below "C" will be applied toward program general education requirements, even if the course was used for a prior degree. Candidates in teacher preparation programs must maintain a G.P.A. of 2.75 or higher in general education courses taken at Governors State University.

Candidates seeking the Professional Educator License for the levels of Early Childhood, Elementary, and Middle Grades (with specialization in Biology, Chemistry, English, or Mathematics) must complete the general education requirements for their program as described under the specific Program Area found in this catalog.

## **Professional Education Requirements**

Candidates who are working toward the **Initial Early Childhood, or Elementary Licenses** must maintain a G.P.A. of 3.0 or higher in their professional education requirements, exclusive of student teaching. They must complete all professional courses with a grade of "B" or better. These requirements will include at least 100 clock-hours of pre-student teaching field experiences. To be recommended for licensure, a student must achieve a grade of "B" or better in student teaching.

Candidates who are working toward an **Initial Secondary License** must maintain a G.P.A. of 3.0 or higher in their professional education requirements, must earn a grade of "B" or better in all teaching methods courses (i.e., EDUC-4330/EDUC-6330 and EDUC-4340/EDUC-6340 for science; EDUC-4465, ENGL-4570 and ENGL-4575 for English; and EDUC-4360/EDUC-6360 and EDUC-4370 /EDUC-6370 for mathematics), in EDUC-2310, and in EDUC-4999, and complete all other professional courses with a grade of "C" or higher.

Candidates pursuing Initial Licensure **Early Childhood, Elementary Education, or Secondary Education** must complete the professional education requirements listed among the degree requirements for the associated programs elsewhere in this catalog.

## **Admission to Student Teaching**

Candidates must apply for admission to student teaching before enrolling in any of the university's student teaching courses (e.g., EDEC-4999, EMED-4999 , EDUC-4999). An application for admission to student teaching must be submitted to the Director of Field Experiences in the Division of Education. The application must be submitted by December 1 for placement for the following fall term or by January 31 for placement for the following spring term. This application for student teaching will certify that the candidate has or will have met the following requirements:

1. 36-72 hours of general education requirements completed with a G.P.A. of 2.75 or higher in courses taken at Governors State University
2. all professional education course requirements completed, except student teaching, including a minimum of 100 clock-hours of field experiences with a G.P.A. of 3.0 or higher (see specific program information elsewhere in this catalog for other grade and G.P.A. requirements appropriate to specific programs);



3. no more than nine approved general education credit- hours remaining to be completed in the major in which he/she is enrolled;
4. has presented evidence of having passed the appropriate Content Examination(s)\* (**NOTE** - changes to this requirement are in effect summer 2019 - check with program advisor for details);
5. has met all Illinois State Board of Education requirements applicable to the subject matter area(s) in which the student will student teach; and
6. has received a positive recommendation from program faculty.

All student teaching placements are provisional pending final verification that the candidate has met all eligibility requirements listed above and in program-specific sections else- where in this catalog. Final determination of eligibility will not be established until after final grades have been posted at the end of the term immediately preceding student teaching. Should any requirements remain unmet at that time, a candidate's placement may be cancelled by the Director of Field Experiences in consultation with the coordinator of the program in which the candidate is enrolled.

## **Candidate Knowledge, Skills, and Professional Dispositions**

The Educator Preparation Provider (EPP) consists of all courses and programs that prepare P-12 school personnel and are primarily under the organization and administration of the College of Education.

Undergraduate programs include: Early Childhood Education, B.A., Elementary Education, B.A. , and Secondary Education (English, Biology, Chemistry and Mathematics).

Graduate programs include: Communication Disorders, M.H.S. - Speech-Language Pathology; Counseling, M.A. - School Counseling sequence; Educational Administration, M.A. - including Principal Leadership and the Superintendency (doctoral level only through the Interdisciplinary Leadership, Ed.D.); Mathematics, M.S. - Teacher Education Concentration; School Psychology Educational Specialist, Ed.S.; Secondary Content area post-BA Certification Programs (Biology Education Certificate, Chemistry Education Certificate, English Education Certificate, Mathematics, Secondary Education Certificate); Early Childhood Education for Currently Licensed Teachers Certificate; Special Education Endorsements; Reading Teacher Endorsement Certificate; and Post-Baccalaureate Certificate in Bilingual/English as a Second Language Education.

The secondary programs are housed in the College of Arts and Sciences; Communication Disorders and School Social Work are located in the College of Health and Human Services; all other programs are housed within the College of Education.

Consistent with the University's mission, the EPP is committed to preparing individuals to be successful in the fields of teaching, school administration, school counseling, psychology and social work, and speech-language pathology.

The EPP's primary mission is to prepare real-world school professionals through programs of the highest academic quality. Continual assessment of practices and performance insures maintenance and improvement of program quality.

As outlined in its Conceptual Framework, the EPP's programs emphasize research-based best practices and engage candidates in processes of guided inquiry and reflective analysis in order to bring about candidates' conceptual development and growth of their professional selves. This emphasis and these processes foster a reasoned eclectic approach, which empowers teachers and other school personnel to make the contextual adjustments necessary for optimizing student learning.

Based on this shared vision, the faculty, staff, and administration of GSU's Educator Preparation Provider apply the following principles:

- maintain state approval and national accreditation of the unit and all of its programs.
- enhance existing programs as well as creating new programs, including doctoral studies.
- integrate wide-spread use of technology into curricula and into content and modes of instruction.
- maintain a current knowledge base and high ethical and academic standards.
- create and maintain a learning environment that is safe, supportive, and challenging.
- respond to civic and professional responsibilities, including providing access to traditionally underserved candidates in the region.

- foster an understanding and appreciation of the significance of human diversity in ethnicity, socio-economic status, gender, and learning styles.

Governors State University is strongly committed to rigorous assessment and evaluation of its candidates preparing for professional positions in the public schools. This includes rigorous assessment of each candidate's knowledge, skills and dispositions.\*

\* "Disposition" as used here refers to "a tendency to exhibit frequently, consciously, and voluntarily a pattern of behavior that is directed to a broad goal" (Lillian Katz, Dispositions as Educational Goals, ERIC Digest (September, 1993), Urbana, IL: Clearinghouse on Elementary and Early Childhood Education).

The faculty evaluates each candidate's performance in both academic and practical settings and assesses the dispositions displayed as the candidate encounters challenges, works with children and other adults, and pursues his/her own development. The standards and processes established for evaluation of candidate performance are outlined in the appropriate program section of this catalog or in other program-related materials such as candidate program handbooks and the EPP's System of Assessment.

At the undergraduate level, the programs expect that candidates will:

- seek to stimulate and expand student learning as well as their own
- practice inquiry in the area of their subject matters;
- select and use a variety of professional strategies in a way reflective of reasoned eclecticism;
- believe that all children can learn and use strategies to support learning;
- are dedicated lifelong learners, especially in the area of their profession;
- seek, support, and celebrate diversity;
- exhibit academic integrity and high ethical standards;
- employ technology as a tool for teaching and learning;
- practice inquiry in the area of research-based best practices and innovations;
- seek to understand and interact with their communities;
- value and engage in reflection and self-assessment;
- work independently and collaboratively to find solutions to educational challenges; and
- take a reasoned eclectic approach to analyze educational settings and students' needs in making immediate and long-term professional decisions.

Along with the dispositions identified above, the EPP's advanced programs expect that their candidates will:

- provide leadership in communicating information about research-based best practices in their school and their professions;
- provide leadership in collaborative efforts to solve educational challenges;
- provide mentoring and support for professional colleagues;
- practice reasoned eclecticism in evaluating and implementing new interventions; and
- understand, value, and implement their own classroom and school research to discover solutions for age-old and contemporary challenges.

## Bachelor's Degree Requirements

- [Undergraduate Student Status](#)
- [University General Education Outcomes](#)
- [University General Education Requirement](#)
- [Articulation Agreements](#)
- [General Education Courses](#)
- [Student Study Plan](#)
- [Orientation](#)
- [Undergraduate Degree Programs Offered](#)
- [The University Honors Program](#)
- [Student Responsibility](#)
- [General Requirements](#)
- [Transfer Credit for Undergraduate Students](#)
- [Transfer Credit Earned After Admission](#)
- [Academic Standing](#)
- [Writing Across the Curriculum Requirement](#)
- [Residency Requirements](#)
- [Technology Competency Requirement](#)
- [University Minors](#)
- [Second Bachelor's Degree](#)
- [Application for Graduation](#)
- [Commencement](#)
- [Diplomas](#)
- [Audit Registration](#)
- [Change in Major/Change of Status](#)

The goal of undergraduate programs is to encourage the development of the individual's values and talents which may be employed in solving the problems of a complex society. Special emphasis is directed to the development of the student's capacity for independent judgment and creative thought. Undergraduate study combines both theory and practice to educate students and to prepare them for the world of work.

### Undergraduate Student Status

Undergraduate degree-seeking students are those students admitted to an undergraduate degree program.

### University General Education Outcomes

The purpose of General Education at Governors State University is to prepare students to participate in a dynamic and diverse world. It provides students with a broad foundation of knowledge, facilitates social responsibility, and provides the practical and intellectual skills needed by capable citizens. This General Education foundation will integrate in-depth study in a specific area of interest and application to the wider world. The GSU General Education Student Learning Outcomes are organized into four areas suggested by the American Association of Colleges and Universities: foundational knowledge, practical skills, social responsibilities, and integrated learning. Each of these areas of development is explained in the learning outcomes outlined below.

**Foundational Knowledge** outcomes are supported by the content of core general education courses and provide a basis for understanding more specific information in each student's major area of study. The core courses include study of culture and political, physical and natural sciences, and the arts. At the conclusion of an undergraduate degree program, the student will be able to:

- Define key terms related to human cultures and the physical and the natural world, both in historical and in contemporary settings.
- Describe the physical and the natural world and the boundaries and practices of human cultures.
- Identify current economic, biophysical, and social challenges.
- Demonstrate familiarity with diverse perspectives on complex scientific, social, economic, technological, or aesthetic challenges by constructing a cultural, political or technological argument in the form of a written project, laboratory report, exhibit, performance or community service design.

- Demonstrate understanding of at least two academic fields by applying the perspectives and literature of those fields and proposing a "best approach" solution to a complex question, problem, or challenge using evidence from those fields.

**Practical Skills** are practical and intellectual abilities that help students demonstrate the knowledge that they have gained. These skills are developed and used throughout the general education curriculum. They include the ability to think critically, to think creatively, and to solve problems. In addition, written and oral communication skills, information literacy, quantitative literacy, and collaborative skills are included in this set of student learning outcomes. At the conclusion of an undergraduate degree program, the student will be able to:

- Use relevant disciplinary conventions, including citation of sources.
- Demonstrate the ability to define an information need and then locate, retrieve, critically evaluate, and use that information.
- Demonstrate the ability to translate verbal problems into mathematical or logical language and the ability to construct valid arguments using the accepted symbolic system of mathematical reasoning.
- Construct quantitative analyses and evaluation of data.
- Use analytic inquiry and written, oral, and visual modes of communication to explain theories and approaches to problems.
- Generate evidentially-supported and well-developed arguments that reflect sound interpretations and analysis of social and ethical issues.
- Incorporate diverse evidence in multimodal projects, papers, or performances appropriate for a specified audience.
- Demonstrate the collaborative and cooperative practices needed to function effectively and responsibly in a diverse public square.
- Construct an individual or group project requiring assembling, arranging and reformulating ideas, concepts, designs or techniques.

**Social Responsibility** is the development of an awareness of personal and social obligations needed for success in a diverse and global society. Learning outcomes in this area include those related to civic engagement, intercultural knowledge, ethical reasoning, and appreciation for lifelong learning. At the conclusion of an undergraduate degree program, the student will be able to:

- Demonstrate academic and intellectual honesty and an appreciation for lifelong learning.
- Demonstrate the ability to accept and act on constructive criticism.
- Demonstrate a commitment to an ecologically sound, socially just, and economically viable planet.
- Demonstrate an understanding and an appreciation of individual cultural perspectives, including non-Western and non-dominant ways of knowing.
- Explain diverse perspectives on contested ethical or policy issues.
- Evaluate insights and evidence on contested issues derived from a range of scholarly, cultural, and community perspectives.
- Frame a response to an ethical or policy question using scholarship from the student's major field of study and at least one other discipline.
- Collaborate in developing, implementing, and evaluating a community-based project.

**Integrative Learning** student learning outcomes require the combining knowledge gained early in the general education courses with the more specific knowledge gained in the area of the major. Thus, this category represents synthesis of knowledge and advanced intellectual accomplishment. At the conclusion of an undergraduate degree program, the student will be able to:

- Frame a complex scientific, social, technological, economic, or aesthetic challenge or problem.
- Respond to the problem with a summative project, paper, or practice-based performance that draws on current research, scholarship and/or techniques in the student's major field and incorporating information from at least two disciplines.

## University General Education Requirement

### General Education Requirements for Freshman Year

The Freshman Year at GSU is built around an academic program that stresses learning communities, connections, and support. In your first two years, you'll fulfill general education requirements in full-time, day-time classes through your sophomore year.

**Seven First Year Focus Areas:** Students entering as freshmen will meet with the first-year academic advisor to customize their first-year experience with their career path. Students will select from one of the seven focus areas.

**Arts & Entertainment:** Fine Arts, Media Studies, Theater and Performance Studies.

**Business:** Accounting, Business Administration, Entrepreneurship, Health Administration.

**Discovery:** Undecided? You are not alone! About 1/3 of all Bachelors-level students change majors in college. Spend a year exploring options under the guided expertise of our counseling staff and faculty to save money and time.

**Education:** Secondary Education (Biology, Chemistry, English, Mathematics), Early Childhood Education, Elementary Education.

**Humanities:** English, History.

**Social & Behavioral Sciences:** Anthropology, Communication, Criminal Justice, Economics, Political Science, Psychology, Social Work, Sociology.

**STEM:** Biology, Chemistry, Communication Disorders, Community Health, Computer Science, Information Technology, Mathematics, Nursing.

### Advantages

- Classes are small. Professors know your name. Freshman composition is limited to 18 students
- All first-year classes are taught by experienced faculty members
- You'll explore majors, programs and various careers to obtain a world view as you choose your major

## Requirements of All Undergraduate Degree-Seeking Students

All undergraduate degree-seeking students are required to:

- meet one of the course distributions described in the three sections below (admitted as freshman, transfer student, seeking a second bachelor's degree);
- complete a junior seminar and a senior seminar/capstone in the major; and
- fulfill the writing intensive course requirement as specified in Policy 48, Writing Across the Curriculum.

Majors may have additional general education requirements as approved through curriculum approval and which are listed in the catalog.

## Students Admitted as Freshmen

Must complete the course sequence identified for their selected **Focus Area**.

Fall 1 <sup>st</sup> year	Spring 1 <sup>st</sup> year	Fall 2 <sup>nd</sup> year
Writing Studies I	Writing Studies II	Oral Discourse
First Year Seminar	Gen Ed Elective/Foundational Focus Area*	Gen Ed Elective/Foundational Focus Area*
Mastering College	Gen Ed Elective/Foundational Focus Area*	Gen Ed Elective/Foundational Focus Area*

Gen Ed Elective/Foundational Focus Area*	Gen Ed Elective/Foundational Focus Area*	Gen Ed Elective/Foundational Focus Area*
Gen Ed Elective/Foundational Focus Area*	Gen Ed Elective/Foundational Focus Area*	Gen Ed Elective/Foundational Focus Area*

\*To be determined by focus area in consultation with Academic Advising

Additionally, students admitted as freshmen must meet the following course distribution with a grade of "C" or better in each course and a total of 37-38 semester hours:

- Communication: three courses including two courses in written communications (6 semester hours) and one course in oral communications (3 semester hours);
- Mathematics: one course (3 semester hours);
- Physical and Life Science three to four courses (7 to 8 semester hours) with one course selected from the life sciences, one course from the physical sciences, and at least one laboratory course;
- Humanities and Fine Arts: First Year Seminar (3 semester hours), one additional course in the humanities (3 semester hours), and one course in the fine arts (3 semester hours); and
- Social and Behavioral Sciences: Three courses (9 semester hours) from at least two disciplines.

## Transfer Students

Students may fulfill this requirement in any one of three ways. They may:

- Complete the course distribution requirements, with a grade of "C" or better in each course and a total of 37-38 semester hours\*. Requirements may be met by completing courses approved to meet the general education requirements at Governors State University and/or presenting acceptable transfer courses as evaluated by the Degree Audit Team. These are:
  - Communication: three courses (9 semester hours), including a two- course sequence in writing (6 semester hours) and one course (3 semester hours) in oral communication;
  - Mathematics: one course (3 semester hours);
  - Physical and Life Sciences: two to three courses (7 to 8 semester hours) with one course selected from the life sciences and one course from the physical sciences, including at least one laboratory course;
  - Humanities and Fine Arts: three courses (9 semester hours) with at least one course selected from humanities and at least one course from the fine arts; and
  - Social and Behavioral Sciences: three courses (9 semester hours) with courses selected from at least two disciplines.
- Transfer to Governors State University having earned an Associate of Arts (A.A.) or Associate of Science (A.S.) degree from a regionally-accredited Illinois community college. The Associate of Fine Arts (A.F.A.), Associate of Engineering Sciences (A.E.S.), and the Associate of Applied Science (A.A.S.) do not meet this requirement.
- Complete the Illinois Articulation Initiative General Education Core Curriculum (GECC) at another institution and have it noted on the transcript.

\* For colleges and universities on the quarter calendar system, three (3) quarter credits equal two (2) semester hours.

## Students Seeking a Second Bachelor's Degree

- Provide documentation of having earned a bachelor's degree from any one of the state universities in Illinois, or
- Complete the distribution requirements with a grade of "C" or better in each course and a total of 37-38 semester hours\*. Requirements may be met by completing courses that were specifically approved because they meet the

relevant general education requirement at Governors State University and/or presenting acceptable transfer courses as evaluated by the GSU Degree Audit Team. These are:

- Communication: three courses (9 semester hours), including a two- course sequence in writing (6 semester hours) and one course (3 semester hours) in oral communication;
  - Mathematics: one course (3 semester hours);
  - Physical and Life Sciences: two to three courses (7 to 8 semester hours) with one course selected from the life sciences and one course from the physical sciences, including at least one laboratory course;
  - Humanities and Fine Arts: three courses (9 semester hours) with at least one course selected from humanities and at least one course from the fine arts; and
  - Social and Behavioral Sciences: three courses (9 semester hours) with courses selected from at least two disciplines.
- \* For colleges and universities on the quarter calendar system, three (3) quarter credits equal two (2) semester hours.

## **Articulation Agreements**

To minimize transfer problems for students, Governors State University and area community colleges have developed articulation agreements that help students plan bachelor's degree programs beginning at the community college and finishing at Governors State University. These agreements assure smooth transition from lower-division study to upper-division study and completion of a bachelor's degree. GSU also participates in the Illinois Articulation Initiative (IAI). The General Education Core Curriculum (GECC) is accepted to meet general education requirements. In addition, GSU accepts the Major Panel recommendations for transfer. Students will receive credit for those courses recommended by the panels and successfully completed.

## **General Education Courses**

The complete list of general education courses are found on the General Education Courses page of this catalog. Be sure to check with your academic advisor when selecting courses to meet the various General Education requirements.

## **Student Study Plan**

A study plan is an agreement developed in collaboration with an academic advisor for a student's degree completion at GSU and informs the student of the recommended sequence of required courses. Every degree-seeking student is required to develop a student study plan during the first term of enrollment. Students who do not complete a study plan during the first term of enrollment may be precluded from further registration as degree seeking students, until a study plan is completed.

The student study plan for the degree sought will detail the requirements which are in effect at the time of admission as a degree-seeking student. These requirements will remain unchanged as long as a student's enrollment in the program has not been interrupted by more than three (3) terms, unless substitutions need to be made due to curriculum change. For transfer students, the study plan will specify the amount of transfer credit, proficiency credit, and credit for experiential learning applied toward the degree requirements; the total credit-hour requirements for the degree; and required and elective courses.

After admission into a degree program, a new study plan must be developed. The academic advisor must approve acceptance of additional transfer credit from another regionally accredited institution, or modification to the study plan. When a student changes majors or is readmitted, a new study plan must be developed and approved with the new academic advisor.

Study plans are required for minors and certificates.

Students are encouraged to contact faculty members in specific discipline areas in which they have interests for additional academic advisement.

Students choosing to take courses not specified in their study plan may find that such credit may not apply toward the degree requirements.

## **Orientation**

Research, combined with the experience of numerous colleges and universities, makes a convincing case that a thorough orientation for students of all ages leads to a greater probability of their success and ultimate graduation. Attending orientation helps students transition to a new educational institution. Orientation programs provide students with the information and services necessary to be a successful student at Governors State University. The orientation cycle begins in early January before the start of the Spring semester and culminates with the University's Convocation program at the end of August. For dates for the mandatory orientation for first year students and transfer/graduate students dates contact the Coordinator of New Student Programs at 708.235.6819 or visit [www.govst.edu/orientation](http://www.govst.edu/orientation).

## **Undergraduate Degree Programs Offered**

Each undergraduate degree program includes a major, and in some cases, a concentration, teaching concentration, or minor.

Academic Degree Programs Offered

## **The University Honors Program**

While recognizing academic excellence, the University Honors Program is designed to give undergraduate students an opportunity to pursue an enriched education while attending Governors State University. In so doing, honors students develop greater depth within their academic major by completing advanced work within their existing curriculum. Additionally, honors students obtain greater breadth by taking an interdisciplinary honors seminar in which guest speakers from across the university's campus address a common integrative theme. Having been exposed to a rich diversity of academic perspectives, students then complete projects relevant to their academic majors. Lastly, students work on their final honors project in cooperation with a faculty mentor.

### **Curricular Components (for students with 45 or more credit hours):**

- one course within the student's major in which they "contract" with the instructor to do advanced work;
- one advanced interdisciplinary Honors Seminar; and
- an honors thesis/project/internship which is completed under the supervision of a faculty mentor.

Beyond the above enriched academic program, honors students also have the combined benefits of a speaker's series, the support and guidance of a faculty mentor, participation in special social events, and membership in a community of scholars and learners. This will be reflected on the student transcripts.

For more information, contact an academic advisor or the office of the director of the University Honors Program at [drhea@govst.edu](mailto:drhea@govst.edu) or 708-534-4392.

## **Student Responsibility**

Students are responsible for knowledge of, and adherence to, all university requirements and regulations.

Students are responsible for knowing the degree requirements for their major and enrolling in courses that meet those degree requirements.

Students are responsible for seeking information and assistance from appropriate staff should they have any questions regarding requirements or regulations.

## **General Requirements**



The following general requirements for the bachelor's degree are minimum standards established by the university. Colleges and individual majors may determine additional, more specific requirements that will be incorporated into an approved student study plan. In order to graduate with a bachelor's degree, a student must meet the following minimum university degree requirements:

1. Complete a minimum of 120 credit hours, including lower division credit hours for admission and any transfer credit accepted toward the degree requirements.
2. Complete a minimum of 40 upper division credit hours, including any upper division transfer credit accepted toward the degree requirements. In rare circumstances, a program may have a minimum of fewer than 40 upper division credit hours. Program exceptions must be in compliance with Illinois Board of Higher Education policy, be reviewed and recommended by the appropriate Faculty Senate committees, and be approved by the President.
3. Satisfy Policy 51, University General Education Requirement.
4. Satisfy Policy 28, Residency Requirements Policy.
5. Demonstrate that all degree requirements have been met as defined in the student's study plan approved in the college.
6. Be in academic good standing.
7. Complete all coursework (i.e., remove all I, E, and CO grade statuses)
8. Meet all financial obligations to the university.
9. Complete the collegial and university procedures that cover implementation of the above requirements.

In addition to the requirements stated above, an undergraduate may:

1. Apply to degree requirements no more than 18 credit-hours earned as an undeclared student.
2. Apply to degree requirements no more than 12 credit-hours earned in the pass/no credit grading option.
3. Apply to degree requirements no more than nine credit-hours earned in independent studies.

## Transfer Credit for Undergraduate Students

The following requirements apply to courses being transferred from colleges and universities accredited by regional accrediting agencies. Students seeking to apply transfer credit from non-accredited institutions toward degree requirements must petition the dean of the college in which the major is offered. Transfer credits that are accepted toward degree requirements will be entered in the student study plan.

**Transfer of Prior Credits:** Credits earned in courses at other universities or earned as an undeclared student at Governors State University will be accepted in accordance with the following:

- A. The decision to accept transfer credit toward degree requirements should be made before the student enrolls at GSU, but in any event is to be made no later than the first term of enrollment by the academic advisor when the student study plan is developed, in accordance to the student study plan policy. The student study plan will detail the requirements for the degree, including the number of transfer credits accepted toward the requirements.
- B. No more than 75 semester hours of lower division credit will be applied toward degree requirements. The credits will be evaluated based on the established articulation agreements, the Illinois Articulation Agreement (IAI), or course-by-course evaluation. Students admitted in transfer who have satisfactorily completed courses within the Illinois General Education Core Curriculum (IAI GECC) at a regionally accredited (e.g. Higher Learning Commission) Illinois college or university will be granted credit toward fulfilling GSU's lower-division general education requirement. Governors State University will evaluate and award credit for all successfully completed college coursework with grades of "D" or better. Courses, which are remedial, developmental or pre-college, will not be accepted for transfer. Majors with specific accreditation may require that courses be complete with a grade of "C-" (C minus) or higher to be applied towards the major requirements, please see the specific major requirements in this catalog for additional information.
- C. Credits earned at the upper division level are applied toward specific degree requirements on a course-by-course basis by the academic advisor. Only work completed with a grade of "C" or better or "P" (Pass) will be considered for upper division transfer credit, satisfactory completion of a course prerequisite, or co-requisite.
- D. Transfer credit applied to meet university general education requirements, at the lower division or upper division level, must have a grade of "C" or better, unless the "D" was accepted for the associate of arts or associate of science degree. Refer to the General Education Policy for additional information.

- E. Upon approval of the provost, individual degree programs may establish published requirements on transfer credit limiting the time period within which specific course credit must have been earned in order to be applied toward degree requirements.

NOTE: No more than 18 credit-hours earned as an undeclared student may be applied toward degree requirements.

## **Transfer Credit Earned After Admission**

After admission to a degree program, additional transfer credit will not be accepted from another regionally accredited institution unless permission to apply such credit toward degree requirements was obtained from the academic advisor and approved by the dean prior to taking the course(s) at another institution. Only courses with grades of "C" or better will be accepted in transfer after matriculation to a degree program.

## **Academic Standing**

Undergraduate students who maintain a minimum cumulative grade point average of 2.0 are in good standing. Students must be in academic good standing to graduate.

## **Writing Across the Curriculum Requirement**

Governors State University recognizes that today's successful graduates must be excellent communicators. To ensure that GSU graduates meet this standard of excellence, the university has developed a program that emphasizes written and oral communication in each degree area. Known as Writing Across the Curriculum (WAC, Policy 48), this program allows faculty and students to use writing as a vehicle for learning. WAC applies the most current knowledge from education and composition studies to a variety of specially designated courses that help students master the language conventions used by members of given fields. This mastery is a key factor not only in academic success, but also in professional success after graduation.

Students are required to complete at least one writing intensive course for each level of student standing (freshman, sophomore, junior, and senior) before receiving a bachelor's degree. Program advisors can provide information on which courses in the program qualify as WAC courses.

## **Residency Requirements**

All undergraduate degree-seeking students are required to earn a minimum of 24 credit-hours of course work from Governors State University prior to the award of each degree sought.

## **Technology Competency Requirement**

Governors State University recognizes that computer and information technologies are integral features of our culture and that mastery of basic technology is essential for success in school and the workplace. See Appendix for policy on Technology Outcomes for Students.

## **University Minors**

Various academic divisions within the university offer minors available to degree-seeking students who wish to pursue organized course work in addition to their major field of study. A Governors State University minor consists of a minimum of 18 credit hours. Colleges may establish additional published requirements beyond those listed for individual minors.

To earn a minor, a student must do the following:

1. Meet all university and collegial requirements for the baccalaureate degree.

2. Apply for the minor and develop a study plan with the faculty advisor. Transfer courses should be submitted to the minor advisor for approval prior to the term in which graduation is intended.
3. Complete the specific course requirements for the minor as described in the catalog and detailed in a study plan approved by an advisor in the minor discipline. Credit hours may count toward both a major and a minor, provided they are accepted on both study plans.
4. Earn at least 1/2 of the required credit hours for the minor from Governors State University. Individual programs may require a greater portion of credit hours to be completed at Governors State University. Additionally, ½ of the required credit hours for the minor must be earned through courses numbered at the 3000 or above level.
5. Apply for the completion of the minor at the time of major degree completion by submitting an approved student study plan for each minor with the application for graduation.
6. Be in Academic Good Standing.
7. Remove all grades of incomplete ("I" or "E") by the graduation processing date.
8. Complete the collegial and university procedures which cover implementation of the above requirements.

## **Second Bachelor's Degree**

A student having earned a bachelor's degree may earn a subsequent bachelor's degree at Governors State University by:

1. Applying and being admitted to the undergraduate degree program.
2. Meeting requirements of the University Residency Policy for the subsequent degree. Hours applied toward the first degree may not be included in hours required to meet residency requirements.
3. Completing all requirements of the subsequent degree program as stipulated in the student study plan.
4. Meeting university, college/school and/or major degree requirements for the subsequent degree.

## **Application for Graduation**

Students should arrange to meet with their assigned academic advisors to review the student study plan and verify expected completion of degree requirements. Students must apply for graduation by the published deadline. Students should complete both an Application for Graduation form and a Student Progress Report form, available on the web or in the Registrar's Office. The application is approved by the advisor, division/departments chair, and dean. Approval by the Registrar's Office results in degree certification and awarding of the diploma. A \$125 graduation application fee covers costs of diplomas and commencement.

## **Commencement**

Commencement is held once a year. Participation is optional. Participation is available for students who have completed their degree requirements during December of the previous year, as certified by the Registrar. Students on track to complete their requirements in May or August of the current year may apply to participate. Students with any unpaid financial obligation to the university are not eligible to participate. Participation in a commencement ceremony does not constitute certification of degree completion. All participants must be certified by the Registrar before receiving a degree.

## **Diplomas**

Diplomas are awarded only upon verification of completion of all degree requirements and satisfaction of all financial obligations to the university. Diplomas are inscribed with the type of degree, major, date, and the student name on record at the time the degree was confirmed.

## **Audit Registration**

A student who is interested in a particular course(s) but does not wish to take it for credit may audit the course(s). All attendance and work is voluntary. A student may register to audit a course during the registration period upon paying the required fee and

obtaining the instructor's approval. Audit registrations do not appear on the academic transcript. A change from audit to credit registration or from credit to audit registration must be made during the registration period.

Veterans and other eligible persons cannot be certified for audited courses per 38 CFR 21.4252(i) of the code of federal regulations.

### **Change in Major/Change of Status**

Degree-seeking and Undeclared students who wish to change their major and/or concentration must complete the appropriate forms available on the web or in the Registrar's Office. Students who change their course of study are subject to any special admission and degree requirements in effect for the new major and/or concentration at the time of the change.

## Master's Degree Requirements

- [Master's Degree Student Status](#)
- [Student Study Plan](#)
- [Student Responsibility](#)
- [Master's Degree Candidacy](#)
- [General Requirements](#)
- [Graduate Capstone Experience](#)
- [Transfer Credit for Master's Degree Students](#)
- [Academic Standing](#)
- [Residency Requirements](#)
- [Application for Graduation](#)
- [Commencement](#)
- [Diplomas](#)
- [Audit Registration](#)
- [Change in Major/Change of Status](#)

Graduate education is the pursuit of knowledge at an advanced level. Graduate education is distinct and different from undergraduate education both in kind and degree. It demands of students' greater intellectual maturity and autonomy, a sense of deeper responsibility for their own learning, more intense study, and the mastery of different and more complex skills. A graduate degree is a distinction to be earned. Award of the degree symbolizes both the student's accomplishment and the university's endorsement. All students receiving a master's degree [Graduate Degree] must have demonstrated the following outcomes:

1. an in-depth knowledge of significant theories, issues, and findings, and mastery of appropriate skills within their discipline;
2. the ability to apply such knowledge and skills;
3. the ability to read, interpret, and evaluate research literature and to relate results to selected areas of interest;
4. the ability to analyze problems and to critique attempted solutions, especially within their discipline;
5. the ability to integrate knowledge from a variety of disciplines;
6. the ability to design and implement a research, scholarly, or creative project; and
7. the ability to communicate scholarly thought to professional colleagues through writing and discussion.

### Master's Degree Student Status

Master's degree-seeking students are those students admitted to a master's degree program.

Master's degree candidates are those degree-seeking students who have applied for and been admitted to candidacy.

### Student Study Plan

A study plan is an agreement developed in collaboration with an academic advisor for a student's degree completion at GSU and informs the student of the recommended sequence of required courses. Every degree-seeking student is required to develop a student study plan for the major during the first term of enrollment. Students who do not complete a study plan during the first term of enrollment may be precluded from further registration as degree seeking students, until a study plan is completed.

The student study plan for the degree sought will detail the requirements which are in effect at the time of admission as a degree-seeking student. These requirements will remain unchanged as long as a student's enrollment in the program has not been interrupted by more than three (3) terms, unless substitutions need to be made due to curriculum change. The study plan will specify the amount of transfer credit, proficiency credit, and credit for experiential learning applied toward the degree requirements; the total credit-hour requirements for the degree; and required and elective courses.

After admission into a degree program, a new study plan must be developed and approved with the academic advisor when a student applies for acceptance of additional transfer credit from another regionally accredited institution, or seeks modification to the study plan. When a student changes majors or is readmitted, a new study plan must be developed and approved with the new academic advisor.

Study plans are required for minors and certificates.

Students are encouraged to contact faculty members in specific discipline areas in which they have interests for additional academic advisement.

Students choosing to take courses not specified in their study plan may find that such credit may not apply toward the degree requirements.

## **Student Responsibility**

Students are responsible for knowledge of, and adherence to, all university requirements and regulations.

Students are responsible for knowing the degree requirements for their major and enrolling in courses that meet those degree requirements and regulations.

Students are responsible for seeking information and assistance from appropriate staff should they have any questions regarding requirements or regulations.

## **Master's Degree Candidacy**

All programs must establish written requirements for degree candidacy. Minimum program degree candidacy requirements must include: admission to the program through which the student intends to earn a degree; a completed and approved Graduate Study Plan; successful completion of designated pre-candidacy coursework, and an application and admission to candidacy process.

Admission to candidacy is a pre-requisite to enrollment in the capstone experience designated for the program. Candidacy must be attained at least one term prior to the term during which the degree is to be awarded.

An oral, written, or combination examination meant to test a student's proficiency in some special field of knowledge may be used to determine a student's eligibility to enter a program, continue in the program, become a degree candidate, and/or graduate.

## **General Requirements**

The following general requirements for the master's degree are minimum standards established by the university. Colleges and individual majors may determine additional, more specific requirements that will be incorporated into an approved student study plan.

1. Students seeking the Master's Degree shall complete at least thirty-two (32) credit hours beyond the baccalaureate degree. Those seeking the Specialist Degree shall complete at least sixty (60) post-baccalaureate hours. Those seeking the Doctoral Degree shall complete at least seventy-five (75) post-baccalaureate hours. Any graduate program must include a Graduate Capstone Experience of at least three (3) credit hours.
2. A minimum of sixty-seven (67) percent of the graduate program coursework must be in graduate-only courses, numbered 6000 - 9999.
3. A maximum of fifty (50) percent of the credit hours, counted toward graduate degree requirements, may be earned from the same faculty member, unless there is an approved exception by the dean for a degree program.
4. A maximum of twenty-five (25) percent of credit hours may be earned in elective independent study or elective internship, unless there is an approved exception by the dean.
5. All graduate students shall maintain grades in accordance with the established University grading policy (Policy 26); however, in no case shall a grade of "D" or "F" be acceptable toward meeting degree requirements.
6. All graduate students must be in Academic Good Standing in accordance with University's academic standing policy (Policy 14G) to be admitted to or to remain in the Graduate Degree Candidate status.
7. To graduate, all grades of incomplete ("I" or "E") or continuing registration ("CO") must be removed by the graduation processing date.
8. All requirements for the degree must be completed in a maximum of eight (8) academic calendar years, the equivalent to sixteen (16) consecutive semesters (excluding summer terms) of a student's acceptance into the program

9. Graduate degree programs may allow students to use the "CO" (Continued Registration) status to extend the time to complete their Capstone experience.
10. If there are extenuating circumstances, the student may petition the dean of the College to request an exception to these time limits. The dean of the college will consult with program faculty and chair prior to decision.

In addition to the requirements stated above, a master's degree student must:

1. Apply to degree requirements no more than six credit-hours earned in independent studies.
2. Demonstrate that all degree requirements have been met as stipulated in the approved study plan.
3. Meet all financial obligations to the university.

## Graduate Capstone Experience

A master's degree candidate participates in a capstone experience. Capstones provide intensive experiences in critical analysis, research, and/or evaluation and provide an opportunity for integration of previous courses in the major. Graduate capstone experiences require graduate degree candidates to examine complex issues in substantial pieces of writing or other products as well as demonstrate synthesis of program content and mastery of program learning outcomes. Program faculty must designate at least one course in the program as a capstone course. Successful completion of this course is required for graduation.

Capstone experiences follow completion of other parts of the core curriculum and are, therefore, restricted to degree candidates. Registration for any graduate capstone experience requires degree candidacy as a prerequisite.

Student work in a capstone must be evaluated and accepted by a committee of at least three qualified members and chaired by a Governors State University tenured or tenure-track graduate faculty member. No faculty member may serve as a member or advisor for a Master's, Specialist, or Professional Doctorate capstone if there is a potential or perceived conflict of interest, such as being former classmates.

Capstone alternatives are described below. Each program shall provide students a copy of detailed procedures and specify appropriate manuals of style for the capstone alternatives required in the program. Regardless of the alternative chosen, the evaluating committee must always be chaired by a tenured or tenure-track graduate faculty member.

These alternatives may vary from one program to another; however, each program shall determine and require one or more of the following:

- a. **Major Research Course:** A major research/project course is an individually registered course in which the candidate must present evidence of (a) a thorough review and understanding of the literature germane to the subject, (b) the ability to do independent research, and (c) the preparation of a manuscript which conforms to generally recognized standards of scientific and scholarly writing in the discipline. Common examples are a thesis or a dissertation.
- b. **Portfolio Course:** As a discipline standard for evaluating student mastery of graduate work in the creative arts, students in this kind of capstone develop a large portfolio of projects or pieces. For the degree, either a single piece is selected for evaluation or the entire portfolio of work is reviewed.
- c. **Project Course:** This type of capstone may feature individual or small-group projects developed to demonstrate the student's mastery of given domain. Examples of this alternative include but are not limited to directed readings, master's projects, graduate culminating seminars, software or educational program design and evaluation, case studies, simulations, or action research projects.
- d. **Fieldwork or Internship Course:** In an internship-style capstone course, the student participates in an internship, or works in the field, supervised by a Governors State University tenured or tenure-track graduate faculty member or appropriately credentialed member, as well as field supervisor.
- e. **Comprehensive Examination:** A comprehensive examination may be used in combination with one or more of the above alternatives. However, examinations alone may not be used as the total graduate (capstone) requirement.

## Transfer Credit for Master's Degree Students

The following requirements apply to courses being transferred from colleges and universities accredited by regional accrediting agencies. Some degree programs have more restrictive limits on the amount of transfer credit accepted and the time period within which transfer credit must have been earned to be applied toward degree requirements

**Transfer of Prior Credits.** This applies only to credits being transferred from regionally accredited institutions to any Governors State University graduate major.

The decision to accept transfer credits toward degree requirements is made by the academic advisor during the first term of enrollment when the student study plan is developed. The student study plan will detail the requirements for the degree including the number of transfer credits accepted toward the requirements.

Transfer of graduate credit hours shall not exceed twenty-five (25) percent of the total number of credit hours required in any major. Only work from regionally accredited institutions completed with a grade of "B" or better or "P" or equivalent will be considered for transfer credit.

Transfer credits earned ten (10) or more years prior to the student's acceptance into a degree program will not be accepted toward the degree requirements unless approved by the respective academic dean.

Undergraduate students in the last term of their studies may elect to enroll for graduate credit but are limited to a maximum of nine (9) credit hours beyond the baccalaureate degree requirements which may be applied toward graduate degree requirements.

Undergraduate students may enroll in graduate only courses only with written permission of the course instructor and the dean of the college in which the course is offered.

Credits earned and applied toward any degree previously earned may not be applied toward a second or additional degree. Students pursuing two or more degrees simultaneously may not apply the same credit to more than one degree.

NOTE: No more than six credit hours earned as a master's level non-degree seeking student may be applied toward degree requirements.

**Transfer Credits Earned After Admission.** After admission to a degree program, additional credit will not be accepted from another institution unless permission to apply such credits toward degree requirements was obtained from the Dean prior to taking courses at another institution. Only courses with grades of "B" or better will be accepted in transfer after matriculation to a graduate degree program.

## **Academic Standing**

Graduate students who maintain a minimum cumulative grade point average of 3.0 are in good standing.

## **Residency Requirements**

All master's degree-seeking students are required to earn a minimum of 24 credit-hours of course work from Governors State University before the award of the master's degree.

## **Application for Graduation**

Students should arrange to meet with their assigned academic advisors to review the student study plan and verify expected completion of degree requirements. Students must apply for graduation by the published deadline. Students should complete both an Application for Graduation form and a Student Progress Report form, available on the web or in the Registrar's Office. The application is approved by the advisor, division/department chair, and dean. Approval by the Registrar's Office results in degree certification and awarding of the diploma. A \$125 graduation application fee covers costs of diplomas and commencement.



## **Commencement**

Commencement is held once a year. Participation is optional. Participation is available for students who have completed their degree requirements during December of the previous year, as certified by the Registrar. Students on track to complete their requirements in May or August of the current year may apply to participate. Students with any unpaid financial obligation to the university are not eligible to participate. Participation in a commencement ceremony does not constitute certification of degree completion. All participants must be certified by the Registrar before receiving a degree.

## **Diplomas**

Diplomas are awarded only upon verification of completion of all degree requirements and satisfaction of all financial obligations to the university. Diplomas are inscribed with the type of degree, major, date, and the student name on record at the time the degree was confirmed.

## **Audit Registration**

A student who is interested in a particular course(s) but does not wish to take it for credit may audit the course(s). All attendance and work is voluntary. A student may register to audit a course during the registration period upon paying the required fee and obtaining the instructor's approval. Audit registrations do not appear on the academic transcript. A change from audit to credit registration or from credit to audit registration must be made during the registration period.

Veterans and other eligible persons cannot be certified for audited courses per 38 CFR 21.4252(i) of the code of federal regulations.

## **Change in Major/Change of Status**

Degree-seeking students who wish to change their major and/or sequence must complete the appropriate forms available on the web or in the Registrar's Office. Students who change their course of study are subject to any special admission and degree requirements in effect for the new major and/or sequence at the time of the change.

## Specialist Degree Requirements

### **Student Responsibility**

Students are responsible for knowledge of, and adherence to, all university requirements and regulations.

Students are responsible for knowing the degree requirements for their major and enrolling in courses that meet those degree requirements and regulations.

Students are responsible for seeking information and assistance from appropriate staff should they have any questions regarding requirements or regulations.

### **Program Information**

Students should refer to the program information for the School Psychology Educational Specialist, Ed.S. Program.

# Doctoral Degree Requirements

## Student Responsibility

Students are responsible for knowledge of, and adherence to, all university requirements and regulations.

Students are responsible for knowing the degree requirements for their major and enrolling in courses that meet those degree requirements and regulations.

Students are responsible for seeking information and assistance from appropriate staff should they have any questions regarding requirements or regulations.

## Student Learning Outcomes

A student receiving a doctoral degree must have demonstrated the following:

1. an in-depth knowledge of significant theories, issues and findings, and mastery of appropriate skills within a specific discipline;
2. the ability to apply such knowledge and skills;
3. the ability to read, interpret, and evaluate research literature and to relate results to selected areas of interest;
4. the ability to analyze problems and to critique attempted solutions, especially within the student's own discipline;
5. the ability to integrate knowledge from a variety of disciplines;
6. the ability to design and implement a research, scholarly, or creative project; and
7. the ability to communicate scholarly thought to professional colleagues through writing and discussion.

These general learning outcomes are in addition to program-specific learning outcomes.

## Student Study Plan

A study plan is an agreement developed in collaboration with an academic advisor for a student's degree completion at GSU and informs the student of the recommended sequence of required courses. Every degree-seeking student is required to develop a student study plan for the major during the first term of enrollment. Students who do not complete a study plan during the first term of enrollment may be precluded from further registration as degree seeking students, until a study plan is completed.

The student study plan for the degree sought will detail the requirements which are in effect at the time of admission as a degree-seeking student. These requirements will remain unchanged as long as a student's enrollment in the program has not been interrupted by more than three (3) terms, unless substitutions need to be made due to curriculum change. The study plan will specify the amount of transfer credit, proficiency credit, and credit for experiential learning applied toward the degree requirements; the total credit-hour requirements for the degree; and required and elective courses.

After admission into a degree program, a new study plan must be developed and approved with the academic advisor when a student applies for acceptance of additional transfer credit from another regionally accredited institution, or seeks modification to the study plan. When a student changes majors or is readmitted, a new study plan must be developed and approved with the new academic advisor.

Students are encouraged to contact faculty members in specific discipline areas in which they have interests for additional academic advisement. Students choosing to take courses not specified in their study plan may find that such credit may not apply toward the degree requirements.

## **Academic Standing**

Doctoral students who maintain a minimum cumulative grade point average of 3.0 are in good standing.

## **Residency Requirements**

All doctoral students are required to earn a minimum of 24 credit-hours of course work from Governors State University before the award of the doctoral degree. In addition, all doctoral students must meet program residency requirements, which are more stringent, as defined by the curriculum displays before the award of the doctoral degree.

## **Application for Graduation**

Students should arrange to meet with their assigned academic advisors to review the student study plan and verify expected completion of degree requirements. Students must apply for graduation by the published deadline. Students should complete both an Application for Graduation form and a Student Progress Report form, available on the web or in the Registrar's Office. The application is approved by the advisor, division/department chair, and dean. Approval by the Registrar's Office results in degree certification and awarding of the diploma. A \$125 graduation application fee covers costs of diplomas and commencement.

## **Commencement**

Commencement is held once a year. Participation is optional. Participation is available for students who have completed their degree requirements during December of the previous year, as certified by the Registrar. Students on track to complete their requirements in May or August of the current year may apply to participate. Students with any unpaid financial obligation to the university are not eligible to participate. Participation in a commencement ceremony does not constitute certification of degree completion. All participants must be certified by the Registrar before receiving a degree.

## **Diplomas**

Diplomas are awarded only upon verification of completion of all degree requirements and satisfaction of all financial obligations to the university. Diplomas are inscribed with the type of degree, major, date, and the student name on record at the time the degree was confirmed.

## General Education Courses

<b>General Education Requirement</b>	<b>Communication Courses</b>
<b>Mathematics Courses</b>	<b>Physical and Life Sciences</b>
<b>Humanities and Fine Arts</b>	<b>Social and Behavioral Sciences</b>
<b>Total Credit Hours</b>	<b>University General Education Outcomes</b>

### General Education Requirement

The general education requirement at Governors State University provides graduates with a broad foundation in the liberal arts and sciences. All undergraduate degree-seeking students are required to meet the university general education requirement before graduation. This requirement can be met in any of four ways:

1. Students admitted as freshmen will begin to earn General Education course credits through participation in the Focus Area. They will complete the distribution requirements in the relevant content areas as identified in their program of study.
2. Transfer to Governors State University having earned an Associate of Arts (A.A.) or Associate of Science (A.S.) degree from a regionally-accredited Illinois community college. The Associate of Fine Arts (A.F.A.), Associate of Engineering Sciences (A.E.S.), and the Associate of Applied Science (A.A.S.) do not meet this requirement.
3. Provide documentation of having earned a bachelor's degree from one of the state universities in Illinois (itransfer.org).
4. Complete the Illinois Articulation Initiative General Education Core Curriculum (GECC) at another participating institution and have it noted on the transcript.

All students must complete the distribution requirements in the relevant content area, with a grade of "C" or better in each course. Requirements may be met either by presenting acceptable transfer courses as evaluated by the GSU Degree Audit Team or completing courses that were specifically approved because they meet the relevant general education requirement at Governors State University.

### Communication

3 courses (9 semester credits\*), including a two-course sequence in writing (6 semester credits) and one course (3 semester credits) in oral communication. Currently approved courses in this area include:

- COMM - 1000 Public Discourse (3) (IAI C2 900)
- ENGL - 1000 Writing Studies I (3) (IAI C1 900)
- ENGL - 1010 Writing Studies II (3) (IAI C1 901R)

### Mathematics

1 to 2 courses (3 to 6 semester credits). Currently approved courses in this area include:

- MATH - 2100 Elementary Statistics (3) (IAI M1 902) (Cross listed with STAT 2100)
- MATH - 2109 Finite Mathematics (3) (IAI M1 906)
- MATH - 2137 Mathematical Foundations (3)
- MATH - 2141 Mathematical Structures and Concepts II (3) (IAI M1 903)
- MATH - 2150 Discrete Mathematics (3) (IAI M1 905)
- MATH - 2281 Applied Calculus (3) (IAI M1 900-B)

- MATH - 2290 Calculus I (4) (IAI M1 900-1)
- MATH - 2292 Calculus II (4) (IAI M1 900-2)
- MATH - 2294 Calculus III (4) (IAI M1 900-3)
- STAT - 2100 Statistics (3) (IAI M1 902) (Cross listed with MATH - 2100 Elementary Statistics (3))

## Physical and Life Sciences

2 courses (7 to 8 semester credits) with one course selected from the life sciences and one course from the physical sciences, including at least one laboratory course.

Currently approved courses in the **Physical Sciences** include:

- ASTR - 1111 Introduction to Astronomy (3) (IAI P1 906)
- ASTR - 1112 Introduction to Astronomy Laboratory (1)
- CHEM - 1111 Chemical Science Foundations I (3)
- CHEM - 1112 Chemical Science Foundations Laboratory (1)
- CHEM - 1113 Introduction to Organic and Biological Chemistry (3)
- CHEM - 1141 General Chemistry I (3) (IAI P1 902)
- CHEM - 1142 General Chemistry I Lab (1) (IAI P1 902L)
- GEOG - 2100 Physical Geography (3) (IAI P1 901)
- PHYS - 1111 Physical Science Foundations (3) (IAI P1 909)
- PHYS - 1112 Physical Science Foundations Laboratory (1) (IAI P1 900L)
- PHYS - 2141 Intermediate Physics I (3) (IAI P1 900)
- PHYS - 2142 Intermediate Physics Lab I (1) (IAI P1 900L)
- PHYS - 2171 University Physics I (3) (IAI P1 900)
- PHYS - 2172 University Physics I Lab (1) (IAI P1 900L)
- PHYS - 2323 Physics and Society (3) (IAI P1 901)
- PHYS - 3435 Meteorology Online (3) (online)

Currently approved courses in the **Life Sciences** include:

- BIOL - 1100 Human Biology (3) (IAI L1 904)
- BIOL - 1101 Human Biology Laboratory (1) (IAI L1 904L)
- BIOL - 1200 Environmental Biology (3) (IAI L1 905)
- BIOL - 1201 Environmental Biology Lab (1) (IAI L1 905L)
- BIOL - 1500 General Biology I (3)
- BIOL - 1501 General Biology I Laboratory (1) (IAI L1 910L and BIO 910)
- BIOL - 1510 General Biology II (3)
- BIOL - 1511 General Biology II Laboratory (1) (IAI L1 910L)
- BIOL - 2102 Biological Science Foundations I (3)
- BIOL - 2104 Biological Science Foundations II (3)
- BIOL - 2107 Biological Science Foundations Laboratory (1)
- BIOL - 2109 Biological Foundations Laboratory (1)
- BIOL - 3108 Human Evolution (3)
- BIOL - 3109 Human Evolution Laboratory (1)
- BIOL - 3112 Human Genetics: Concepts and Technology (3)

## Humanities and Fine Arts

3 courses (9 semester credits) with at least one course selected from humanities and at least one course from the fine arts.

Currently approved courses in the **Fine Arts** include:

- ART - 1100 Art Appreciation (3) (IAI F2 900)
- ART - 1110 Survey of Art History I (3) (IAI F2 901)
- ART - 1111 Survey of Art History II (3) (IAI F2 902)
- ART - 3101 Survey of Non-Western Art (3)
- ART - 3102 Worlds of Art (3)
- ART - 3103 Women in Art (3)
- ART - 3104 Modern to Contemporary Art History (3)
- ART - 3105 Gender and Sexuality in Art (3)
- ART - 3106 Sculpture Parks and Public Art (3)
- ART - 3107 Survey of Asian Art (3)
- IFDI - 1101 Film Appreciation (3) (IAI F2 908)
- IFDI - 2908 Film History (3) (IAI F2 909)
- INST - 4110 Worlds of Art (3)
- MUS - 1500 Music of the World (3) (IAI F1 903N)
- MUS - 2101 Understanding Elements of Music (3)
- MUS - 2301 Survey of Music History (3)
- TAPS - 1100 Theatre Appreciation (3) (IAI F1 907)

Currently approved courses in the **Humanities** include:

- CDIS - 2100 Introduction to Sign Language (3)
- CDIS - 3100 Intermediate Sign Language (3)
- ENGL - 1111 British Literature I (3) (IAI H3 912)
- ENGL - 1112 British Literature II (3) (IAI H3 913)
- ENGL - 1221 American Literature I (3) (IAI H3 914)
- ENGL - 1222 American Literature II (3) (IAI H3 915)
- ENGL - 2131 Literature for Children and Adolescents (3) (IAI H3 918)
- ENGL - 2331 World Literature I (3) (IAI H3 906)
- ENGL - 2332 World Literature II (3) (IAI H3 907)
- ENGL - 3115 Studies in Mythology (3)
- ENGL - 3123 Modern American Poetry: Voices and Visions (3)
- ENGL - 3330 Studies in Literature (3)
- FYS - 1001 Interdisciplinary Humanities (3) (IAI H9 900)
- GNSX - 1200 Gender and Identity in Literature (3) (IAI H3 911D)
- HIST - 1110 History of the United States to 1865 (3) (IAI H2 904)
- HIST - 1120 History of the United States since 1865 (3) (IAI H2 905)
- ICS - 3200 Dynamics of the Spanish Language (3)
- ICS - 3400 Chinese Language and Culture I (3)
- ICS - 3401 Chinese Language and Culture II (3)
- ICS - 3550 German Language and Culture I (3)
- ICS - 3551 German Language and Culture II (3)

- IFDI - 1910 Film And Literature (3) (IAI HF 908)
- JAPN - 3350 Japanese Language and Culture I (3)
- JAPN - 3351 Japanese Language and Culture II (3)
- PHIL - 1100 Introduction to Philosophy (3) (IAI H4 900)
- PHIL - 1202 Introduction to Ethics (3)
- PHIL - 1886 Logic and Practical Reasoning (3)
- PHIL - 2111 Philosophy of World Religions (3)
- PHIL - 2112 Philosophical Issues in Religion (3)
- PHIL - 3333 Ethics in Healthcare (3)
- RELS - 2100 Introduction to Religious Studies (3) (IAI H5 900)
- RELS - 2111 Philosophy of World Religion (3) (IAI H5 904N)
- RELS - 2112 Philosophy and Religion (3) (IAI H4 905)
- RELS - 2115 Religious Scriptures and Sacred Texts (3) (IAI H5 901)
- SPAN - 1100 Spanish Language and Culture I (3)
- SPAN - 1200 Spanish Language and Culture II (3)
- SPAN - 2200 Spanish Language and Culture IV (3) (IAI H1 900)

## Social and Behavioral Sciences

3 courses (9 semester credits) with courses selected from at least two disciplines.

- ANSO - 2100 Gender and Sexuality (3) (IAI S7 904D)
- ANTH - 1100 Cultural Anthropology (3) (IAI S1 901N)
- ANTH - 2100 Trends in Cross-Cultural Analysis (3)
- ANTH - 2500 Archaeology (3) (IAI S1 903)
- CJUS - 2100 Introduction to Criminal Justice (3)
- CJUS - 2200 Introduction to Corrections (3)
- CJUS - 2300 Introduction to Juvenile Justice (3)
- CJUS - 2360 Judicial Process and Constitutional Issues in Criminal Justice (3)
- CJUS - 2400 Policing Foundations (3)
- CJUS - 3020 History of Corrections and Punishment (3)
- ECON - 2301 Principles of Microeconomics (3) (IAI S3 902)
- ECON - 2302 Principles of Macroeconomics (3) (IAI S3 901)
- GEOG - 1100 Geography, Non-Western World (3) (IAI S4 902N)
- GEOG - 2500 World Regional Geography (3) (IAI S4 901)
- GBLS - 1100 Introduction to Global Studies (3)
- GBLS - 2100 Cross-cultural Relationships (3) (IAI S9 900)
- GNSX - 2100 Introduction Gender and Sexuality Studies (3) (IAI S9 900)
- HIST - 2700 World History to 1500 (3) (IAI S2 912N)
- HIST - 2710 World History Since 1500 (3) (IAI S2 913N)
- LACL - 2100 Introduction to Latin American, Caribbean, and Latino Studies (3)
- MCOM - 2520 Introduction to Media and Society (3)
- POLS - 2100 American National Government (3) (IAI S5 900)
- POLS - 2101 Principles of Political Science (3) (IAI S5 903)
- POLS - 2950 Transformation of Global System (3) (IAI S5 904)
- POLS - 2200 Local Governmental Systems (3)
- POLS - 2950 Transformation of Global System (3) (IAI S5 904)
- PSYC - 1101 Principles of Psychology (3) (IAI S6 900)



- PSYC - 2201 Life-span Developmental Psychology (3) (IAI S6 902)
- PSYC - 2345 Social Psychology (3) (IAI S8 900)
- PSYC - 3201 Child Development (3) (IAI S6 903)
- SOC - 1100 Introduction to Sociology (3) (IAI S7 900)
- SOC - 2100 Contemporary Social Issues (3) (IAI S7 901)
- SOC - 2200 Racial and Ethnic Groups (3) (IAI S7 903D)
- SOC - 2800 Sociology of Marriage and Family (3) (IAI S7 902)
- SOSC - 3200 Perspectives on Diversity (3) (Previously SOCS 32A)

**Total: 38 - 41 credit hours**

For colleges and universities on the quarter calendar system, three (3) quarter credits equal two (2) semester credits.

Information on specific courses that may be applied to the general education course requirements may be obtained from academic advisors.

## **University General Education Outcomes**

Specific details on Governors State University General Education Outcomes are included in the Bachelor's Degree Requirements pages of this catalog.

## Course Information

### Course Information Description

The university uses a discipline-oriented course numbering system. Courses are identified by academic discipline (e.g., Accounting, Art, Biology). Courses are arranged alphabetically and in ascending numerical order.

### Course Numbering

The first digit of a course indicates scholastic level and also provides information regarding restriction to undergraduate and/or graduate student enrollment.

0000-0999	Remediation courses with no credit toward degree
1000-1999	First year/Introductory or Foundation Lower Division
2000-2999	Sophomore/Advanced Lower Division
3000-3999	Junior/Introductory or Foundation Upper Division
4000-4999	Senior/Advanced Upper Division
5000-5999	Graduate/Advanced Undergraduate
6000-6999	Introductory Graduate
7000-7999	Intermediate Graduate
8000-8999	Advanced Graduate including Master's Capstone
9000-9999	Post Masters including Doctoral Capstone

### Application to Degree Requirements

Credit earned in courses with the EDPD prefix cannot be applied toward degree requirements of the M.A. in Education.

### Explanation of Course Descriptions

#### *Topics Courses*

These courses may be offered with different subjects and may be taken more than once.

#### *Credit-hours and Credit Options*

Credit-hours (cr.) are shown in parentheses following the course title. Where courses are offered for variable credit, the range of credit-hours is shown.

#### *Description*

Following the title line of each course is a brief description of the content of the course.

#### *Course Prerequisites/Corequisites and Restrictions/Requirements*

A prerequisite is a course that must be completed before registration in a particular course. In most cases, an equivalent transfer course may be substituted for a listed Governors State course prerequisite. A corequisite is a course that is taken at the same time as another course.

Several courses have prerequisites or corequisites. It is the responsibility of the students to comply with any prerequisite and corequisite requirements for courses that they plan to take.

Courses may also have specific restrictions or requirements. It is the responsibility of the students to comply with any restrictions or requirements for courses that they plan to take.

Students are responsible for contacting their academic advisors for specific information about course restrictions and/or requirements.

#### *Cross Listed Courses*

Some courses are cross-listed. Many majors allow the student to take either course to meet the degree requirements. Students are responsible for contacting their academic advisors for additional information about cross listed courses. Students cannot take more than one course of a group of cross listed courses for credit.

#### *Online Course Catalog*

The online catalog of courses offered by term is located at <http://classes.govst.edu>.

### **Course Descriptions**

See attached document of courses “GSU 19-20 Courses in Alpha Order” – use bookmarks to navigate through the alphabet.

## Appendix

- [Academic Honesty](#)
- [Access to Student Educational Records: Policy and Procedures](#)
- [Policy on Graduate Readmissions and Special Admissions](#)
- [Policy on Undergraduate Readmissions and Special Admissions](#)
- [Residency Status](#)
- [Technology Outcomes for Students](#)

### Academic Honesty

Academic honesty pertains to all methods of fulfilling academic requirements at Governors State University.

The following procedures are appropriate ways to use the ideas and work of others when fulfilling academic requirements:

1. When someone else's work or scholarship is used to fulfill academic requirements, the source should be given credit. It should not be stated or implied that this work is a person's own work.
  - a. When using material from a publication, (e.g., book, journal, article, film, etc.), that material should be enclosed in quotation marks, or otherwise set off, and the source of the material acknowledged.
  - b. When paraphrasing published material, (e.g., using it almost word-for-word), the source should also be acknowledged unless the information is common knowledge in the field.
  - c. Unpublished data or ideas of another person should be utilized only with the consent of that person.
  - d. Material should be prepared jointly with one or more other individuals only with the permission of the instructor. The contributions of all individuals to this material should be clearly acknowledged when it is submitted.
  - e. Having someone else prepare material that is to be submitted should only be done with the instructor's permission to do so.
2. The same piece of work should not be submitted for credit in more than one course without the permission of all instructors involved.
3. Hypothetical data should be submitted only with the permission of the instructor to do so and should be clearly labeled as such.
4. One should refuse to make work available to another person who intends to submit part or all of that work as if he/she had written it.
5. Students may neither give, request, nor utilize assistance during an examination without the instructor's permission. These ethical guidelines are in no way intended to discourage people from studying together or from engaging in group projects.

### Access to Student Educational Records: Policy and Procedures

#### I. Forms and Federal Regulations ("Buckley") 34 CFR Part 99

##### A. Purpose

The Family Educational Rights and Privacy Act of 1974, more commonly known as the "Buckley Amendment," guarantees certain rights for students and eligible parents regarding access to, confidentiality of, and correction of the student's education records. The purpose of this policy is to implement those statutory rights at Governors State University.

##### B. Definitions

For the purposes of this policy, Governors State University operationally defines the following:

1. A student is any person who is, or was, in attendance at Governors State University.
2. An education record is any record (written, printed, taped, filmed, etc.) maintained by Governors State University or by an agent or employee of the University, that is directly related to a student, with the following exceptions:

- a. A record kept by a University employee if it is kept in the sole possession of the maker of the record and is not accessible or revealed to other persons except for a temporary substitute for the maker of the record.
    - b. Records created and maintained by Public Safety strictly for law enforcement purposes.
    - c. An employment record of an individual, whose employment is not contingent on the fact that the individual is a student, provided the record is used only in relation to the individual's employment.
    - d. Records made or maintained by a physician, psychiatrist, psychologist, or other recognized health professional/paraprofessional, if the records are used only for the treatment of a student and are made available only to those persons providing the treatment.
    - e. Alumni records which contain information about a student after the student is no longer in attendance at the University and which do not relate to the person as a student.
  3. A parent includes a natural parent of a student, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
  4. An eligible parent is either (1) a parent of a student who has given written consent for the parent to review the student's education records or (2) a parent who has claimed the student as a dependent as defined in Section 152 of the Internal Revenue Code of 1954 in the most recently ended tax year.
- C. Annual Notification
- GSU students will be notified of their Family Educational Rights and Privacy Act rights annually through the following publications:
1. Student Handbook and GSU Catalog.
- D. Procedure to Inspect Education Records
1. Students may inspect and review their education records upon request to the appropriate record custodians who are listed in Section H. A student should submit to the appropriate record custodian a written request that specifies the record(s) the student wishes to inspect.
  2. An eligible parent of a student may inspect the student's education records if (1) written consent is provided to the appropriate record custodian by the student; or (2) a copy of the 1040 series income tax form filed with the IRS for the most recently ended tax year is submitted by the parent to the appropriate record custodian showing that the student is claimed as defined in section 152 of the Internal Revenue Code of 1954.
  3. The record custodian will make the needed access arrangements as promptly as possible and notify the student or eligible parent of the time and location where the records may be inspected. Access must be provided within 45 days or less from receipt of the request.
  4. When a record contains information about more than one student, the student or eligible parent may inspect and review only the records that relate to the student.
  5. The review must be done in the presence of a University representative. Original records may not be removed from any office where they are maintained.
- E. Right of the University to Refuse Access
- Governors State University reserves the right to refuse to permit a student (or eligible parent except with respect to the parent's financial records) to inspect the following records:
1. The financial statement of the student's parents.
  2. Letters and statements of recommendation for which the student has waived the right of access, or which were placed in the student's file before January 1, 1975.
  3. Those records which are excluded from the Family Educational Rights and Privacy Act of 1974 definition of education records if such records do not fall within the definition of "public records."
- F. Refusal to Provide Copies
- Governors State University reserves the right to deny transcripts or copies of records not otherwise required to be made available by the Family Educational Rights and Privacy Act of 1974 in any of the following situations:
- The student or eligible parent lives within commuting distance (presumed to be 50 miles) of the University.
  - The student has an unpaid financial obligation to the University or an administrative hold on the academic record.

- There is an unresolved disciplinary action against the student.
  - There is an unresolved academic action against the student.
- G. Fees for Copies of Records  
Students may have copies made of their education record upon payment of an appropriate charge established by the university.
- H. Types, Locations, and Custodians of Education Records  
The following is a list of the types of education records that GSU maintains, their locations, and their custodians.

<b>Types</b>	<b>Location</b>	<b>Custodian</b>
Academic Records	Office of the Registrar	Registrar
College of Business	Dean	
College of Arts & Sciences	Dean	
College of Education	Dean	
College of Health/Human Services	Dean	
Admission Records	Admission Office	Director of Admission
Career Related Records	Office of Career Services	Director of Career Services
Counseling/Testing/Tutoring Records	Academic Resource Center	Assistant Vice President of Student Support Services
Disabled Student Services	Academic Resource Center	Assistant Vice President of Student Support Services
Disciplinary Records	Office of the Dean	Dean of Students
	Business Office	Director of Business Operations
	Financial Aid Office	Director of Financial Aid
International Student Records	Office of International Services	Coordinator of International Services
Professional Credential	Office of Career Services	Director of Career Services
Records for Employment		
Miscellaneous Education Records (e.g., meetings with faculty)	The appropriate university employee official will locate and collect such records for inspection.	

## II. **Disclosure of Education Records**

Governors State University will disclose information from a student's education records only with the written consent of the student, except:

- A. To university officials who have a legitimate educational interest in the records.
  - 1. A University official is defined as follows:
    - a. A person employed by the University in an administrative, supervisory, academic, research, or support staff position.

- b. A person employed by or under contract to the University to perform a special administrative or professional task, such as an attorney or auditor.
  - 2. A University official has a legitimate educational interest in a record(s) if the University official is:
    - a. Performing a task that is specified in the official's position description or by a contract agreement; and
    - b. Performing a task related to a student's education; or
    - c. Performing a task related to the processing of a disciplinary charge involving the student; or
    - d. Providing a service or benefit relating to the student or the student's family (e.g., healthcare, counseling, job placement, financial aid).
- B. To officials of another school, upon request, in which a student seeks or intends to enroll.
- C. To certain officials of the United States Department of Education, and state and local educational authorities, in connection with certain state or federally supported education programs.
- D. In connection with a student's request for or receipt of financial aid as necessary to determine the eligibility, amount, or conditions of the financial aid, or to enforce the terms and conditions of the financial aid, or to enforce the terms and conditions of the aid.
- E. To organizations conducting certain studies for or on behalf of the university.
- F. To accrediting organizations to carry out their functions.
- G. To parents of a student who claim the student as a dependent for income tax purposes as defined in Section 152 of the Internal Revenue Code of 1954.
- H. To comply with a judicial order or a lawfully issued subpoena.
- I. To appropriate parties in a health or safety emergency.
- J. Directory information so designated by the university.
- K. The results of any disciplinary proceeding conducted by the University against an alleged perpetrator of a crime of violence to the alleged victim of that crime.

### III. **Record of Requests for Disclosure**

Governors State University will maintain a record of all requests for and/or disclosure of information from a student's education records, other than requests by or disclosures to the student, a University official as defined in Section I.1, a party with written consent of the student, or a party seeking only directory information. The record will indicate the name of the party making the request, any additional party to whom it may be redisclosed, and the legitimate interest the party had in requesting or obtaining the information. The record may be reviewed by an eligible parent or by the student.

### IV. **University Directory Information**

- A. Directory information means information contained in the education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. Governors State University defines the following as directory information: name, address, telephone number, date of birth, college and major field of study/concentration/minor, classification (graduate or undergraduate), previous institutions attended, participation in officially recognized activities, dates of attendance, degrees conferred with dates, current term hours enrolled and full-time/ part-time status, awards, honors, and achievements (including distinguished academic performance) with dates and picture.
- B. Under the Federal Educational Rights and Privacy Act, a student has the right to request that the disclosure of directory information be withheld and omitted from the University Directory as long as the student is enrolled or maintains continuing student status at the university. If a student wishes to have any or all directory information withheld, the student must submit a written request to the Registrar's Office. Directory information may be released without permission for students who are no longer enrolled, have graduated, or have lost continuing student status at GSU, unless otherwise requested. Students are advised of the disclosure of directory information in the Student Handbook and GSU Catalog.

### V. **Correction of Education Records**

Students have the right to ask to have records corrected that they believe are inaccurate, misleading, or in violation of their privacy rights. The following are procedures for the correction of records:

- A. A student must ask the appropriate records custodian, listed in Section H, to amend a specific record. In so doing, the student should identify the part of the record the student wants changed and specify why the student believes it to be inaccurate, misleading, or in violation of the student's privacy or other rights.

- B. The custodian may comply with the request or may decide not to comply. If the custodian decides not to comply, the custodian will notify the student of the decision and advise the student of the right to a hearing to challenge the information believed to be inaccurate, misleading, or in violation of the student's rights.
- C. Upon request, the custodian will arrange for a hearing and will notify the student reasonably in advance of the date, location, and time of the hearing.
- D. The hearing will be conducted by a hearing officer who is a disinterested party appointed by the Provost. The hearing officer may be an official of the University. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by one or more individuals, including an attorney.
- E. The hearing officer will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision.
- F. If the hearing officer decides that the contested information is not inaccurate, misleading, or in violation of the student's right of privacy, the hearing officer will notify the student that the student has a right to place in the record, a statement commenting on the contested information and/or a statement setting forth reasons for disagreeing with the decision.
- G. The statement will be maintained as part of the student's education records as long as the contested portion is maintained. If GSU discloses the contested portion of the record, it will also disclose the statement.
- H. If the hearing officer decides that the information is inaccurate, misleading, or in violation of the student's right to privacy, the appropriate record custodian will amend the record and notify the student, in writing, that the record has been amended.
- I. Students have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA), Department of Education, Washington, D.C., 20201, concerning alleged failures of GSU to comply with the Act.

## Forms

Request to Prevent Disclosure of Directory Information Consent to Disclose Nondirectory Education Records Student Request to Inspect and Review Education Records  
 Request by Parent or Guardian to Review Education Records  
 Request to Review Education Records by GSU  
 Personnel or an Outside Agency  
 Contact the Registrar's Office to request the forms.

## Policy on Graduate Readmissions and Special Admissions

- I. **Purpose**  
 This policy provides for the possible petition for readmission by graduate students, who left the university on academic probation or who were suspended from the university. The policy also provides for instances of special admission requested by applicants who do not meet the published criteria for admission.
- II. **Readmission and Special Admissions**  
 All readmissions involving graduate students who were on academic probation when they left the university or those suspended from Governors State University and all special admission cases (defined herein) shall be considered by the University Committee on Readmissions and Special Admissions. The committee shall make recommendations to the appropriate division/department chairperson, who will make the final decision with input from the program faculty.
  - A. **Readmissions involving students who left while on academic probation or who were suspended from Governors State University:**
    - 1. Students who have lost continuing status while on academic probation at GSU or who have been academically suspended must apply and, concurrently, petition for readmission. Students suspended from the university will not be allowed to petition for readmission during the next term of enrollment.
    - 2. Current GSU non-degree seeking students not in good academic standing and applying for admission to a degree seeking program must petition for admission to the Committee on Readmissions and Special Admissions.



3. Students readmitted to the University who were on academic probation at GSU in their last semester as a continuing student return under the same status unless they have invoked their right of academic amnesty as defined in Policy 13. In some cases, the committee may recommend, subject to the approval of the dean, readmission on Academic Probation Extended status.
4. Students readmitted to the University who have been academically suspended will be placed on Academic Probation Extended status for their first semester unless they have invoked their right of academic amnesty, as defined in Policy 13.
  - a. Students on Academic Probation Extended who subsequently achieve the minimum cumulative grade point average required for their level (cumulative G.P.A. of 3.0) shall be placed in academic good standing.
  - b. Students on Academic Probation Extended shall remain in this status during each subsequent semester of enrollment as long as they meet or exceed the minimum requirements for their level (semester G.P.A. of 3.0) for academic good standing each semester that they are on Academic Probation Extended status, as defined in Policy 14.
  - c. Students on Academic Probation Extended who do not meet the minimum requirements for their level for academic good standing each semester in which they are enrolled shall be academically suspended.
  - d. Students on Academic Probation Extended receiving a grade(s) of Incomplete will not be permitted to register for subsequent semesters until the Incomplete(s) has been removed.
5. Students suspended/dismissed twice at the post-baccalaureate level for academic reasons from one or more universities will not be considered for readmission to the University at any later date.
6. International students admitted to the U.S. on an F-1 student visa, are responsible to comply with federal immigration regulations related to readmission after suspension and readmission. Students must contact the Office of International Services for additional information.

**B. Special Admissions Cases**

1. Applicants who do not meet the minimum admission criteria may petition for admission to a degree program in the following circumstances:
  - a. Applicants not in academic good standing at the last institution attended. [Applicants who were suspended (dismissed) from their last institution on academic grounds may petition for admission for a semester that begins no earlier than one term after their suspension (dismissal).]
  - b. Applicants are seeking admission based on credit/degree(s) earned from a nonregionally accredited-institution(s).
  - c. Applicants who cannot present either the minimum TOEFL scores or ELS level as defined by Policy 9.
2. Applicants who meet minimum University criteria for admission, but who do not meet more selective criteria established by the desired major, should petition directly to the appropriate division/department chair or director who will make a recommendation to the dean of the appropriate college/school.
3. Applicants not in good conduct standing at the last institution attended must petition for admission to the Committee on Readmissions and Special Admissions, which will make recommendations to Associate Vice President for Student Affairs & Dean of Students who will make a decision after consultation with the program faculty.

**III. The University Committee on Readmissions and Special Admissions Committee Membership**

- A. This committee shall be composed of one faculty member from each of the five colleges, appointed by the appropriate dean; the Director of Admissions and Student Recruitment or designee; the Registrar or designee; one representative from the Office of Student Development, appointed by the Director of Student Development; and one student selected by the Associate Vice President for Student Affairs & Dean of Students.
- B. The Director of Admissions and Student Recruitment or designee and the Registrar or designee shall be permanent members of this committee. The Director of Admissions and Student Recruitment or designee shall be the permanent chairperson of this committee. Other members shall serve one year terms, effective with the beginning of the academic year.

## Policy on Undergraduate Readmissions and Special Admissions

### I. Purpose

This policy provides for the possible petition for readmission by undergraduate students, who left on academic probation or who were suspended from the University. The policy also provides for cases of special admission requested by applicants who do not meet the published criteria for admission.

### II. Readmission and Special Admissions

All readmissions involving undergraduate students who left the university while on academic probation or those suspended from Governors State University and all special admission cases (defined herein) shall be considered by the University Committee on Readmissions and Special Admissions. The committee shall make recommendations to the appropriate division or department chairperson or director, who will make the final decision with input from the program faculty.

#### A. Readmissions involving students on academic probation or suspended from Governors State University:

1. Students who have lost continuing status while on academic probation at GSU or who have been academically suspended must apply for admission and concurrently petition for readmission. Suspended students may petition for readmission to the university. Readmission under these circumstances shall not be effective until the student has been suspended for at least one semester
2. Current GSU non-degree seeking students not in good academic standing and applying for admission to a degree seeking program must petition for admission to the Committee on Readmissions and Special Admissions.
3. Students readmitted to the University who were on academic probation at GSU in their last semester as a continuing student return under the same status unless they have invoked their right of academic amnesty as defined in Policy 13. In some cases, the committee may recommend, subject to the approval of the dean, readmission on Academic Probation Extended status.
4. Students readmitted to the University who have been academically suspended will be placed on Academic Probation Extended status for their first semester after readmission unless they have invoked their right of academic amnesty, as defined in Policy 13.
  - a. Prior to beginning the first semester after suspension, the readmitted undergraduate student must successfully complete a student success re-entry intervention program implemented by the Academic Resource Center
  - b. Undergraduate students on Academic Probation Extended who subsequently achieve a cumulative G.P.A. of 2.0 shall be placed in academic good standing.
  - c. Undergraduate students on Academic Probation Extended shall remain in this status during each subsequent semester of enrollment as long as they meet or exceed a semester G.P.A. of 2.0 for each semester that they are on Academic Probation Extended status, as defined in Policy 14.
  - d. Undergraduate students on Academic Probation Extended who do not obtain a semester G.P.A. of 2.0 shall be academically suspended.
  - e. Students on Academic Probation Extended receiving a grade(s) of Incomplete will not be permitted to register for subsequent semesters until the Incomplete(s) has been removed.
5. Student Readmission Following a Second Suspension:
  - a. Students twice suspended for academic reasons from the University will not be considered for readmission to the University at any later date unless they meet all of the criteria below:

- Has a written plan indicating what changes he/she has made or what circumstances have changed that will allow him/her to succeed if readmitted. This plan should include a support system either inside or outside of the university.
  - Has a recommendation from the program faculty and/or division/department chair, and
  - Is approved by the dean of the college or unit, and
  - Is approved by the Provost/Vice President of Academic Affairs.
    - b. If readmitted, the students will be admitted on Academic Probation Extended and shall remain in this status during each subsequent semester of enrollment as long as he/she meets or exceeds on a semester basis the minimum requirements for their level (semester G.P.A. of 2.0) for academic good standing.
6. International students admitted to the U.S. on an F-1 student visa, are responsible to comply with federal immigration regulations related to readmission after suspension and readmission. Students must contact the Office of International Services for additional information.

#### B. Special Admissions Cases

1. Applicants who do not meet the minimum admission criteria may petition for admission to a degree program in the following circumstances:
  - a. Applicants not in academic good standing at the last institution attended. [Applicants who were suspended (dismissed) from their last institution on academic grounds may petition for admission for a semester that begins at least one term after their suspension (dismissal).]
  - b. Undergraduate applicants, with at least 60 semester hours of earned college credit, who have less than a 2.0 grade point average on a 4.0 scale.
  - c. Undergraduate applicants who have earned at least 54, but fewer than 60 semester hours of college credit.
  - d. Applicants are seeking admission based on credit/degree(s) earned from a nonregionally accredited institution(s).
  - e. Applicants who cannot present either the minimum TOEFL scores or ELS level as defined by Policy 9.
2. Applicants who meet minimum University criteria for admission, but who do not meet more selective criteria established by the desired major, should petition directly to the appropriate division/department chair or director who will make a recommendation to the dean of the appropriate college/school.
3. Applicants to the Interdisciplinary Studies program are exempt from the criteria addressed under Section II.B.1.c. above and are not subject to this policy as it relates to those criteria.
4. Applicants not in good conduct standing at the last institution attended must petition for admission to the Committee on Readmissions and Special Admissions, which will make recommendations to the Dean of Students who will make a decision after consultation with the program faculty.

#### III. The University Committee on Readmissions and Special Admissions Committee Membership

- A. This committee shall be composed of one faculty member from each of the five colleges, appointed by the appropriate dean; the Director of Admissions or designee; the Registrar or designee; one representative from the Academic Resource Center; and one student selected by the Associate Vice President for Student Affairs & Dean of Students.
- B. The Director of Admissions or designee and the Registrar or designee shall be permanent members of this committee. The Director of Admissions or designee shall be the permanent chairperson of this committee. Other members shall serve one year terms, effective with the beginning of the academic year.

## Residency Status - (GSU Board of Trustees Regulations, Section IV. Subsection C.)

### 1. Definitions

For purposes of this regulation, the following definitions pertain:

- a. An "adult student" is a student who is eighteen or more years of age.
- b. A "minor student" is a student who is less than eighteen years of age.
- c. An "emancipated minor student" is a completely self-supporting student who is less than eighteen years of age. Marriage or active military service shall be regarded as effecting the emancipation of minors, whether male or female, for the purposes of this regulation.
- d. "Residence" means legal domicile. Voter registration, filing of tax returns, proper license and registration for driving or ownership of a vehicle, and other such transactions may verify intent of residence in a state. Neither length of university attendance nor continued presence in the university community during vacation periods shall be construed to be proof of Illinois residence. Except as otherwise provided in this regulation, no parent or legal or natural guardian will be considered a resident unless the parent or guardian maintains a bona fide and permanent residence in Illinois, except when temporarily absent from Illinois, with no intention of changing his or her legal residence to some other state or country.

### 2. Residency Determination

The university shall determine the residency status of each student enrolled in the university for the purpose of determining whether the student is assessed in-state or out-of-state tuition. Each applicant for admission to the university shall submit at the time of application evidence for determination of residency. The office responsible for admissions shall make a determination of residency status.

- a. If a non-resident is classified by error as a resident, a change in tuition charges shall be applicable beginning with the term following reclassification. If the erroneous resident classification is caused by false information submitted by the student, a change in tuition charges shall be applicable for each term in which tuition charges were based on such false information. In addition, the student who has submitted false information may be subject to appropriate disciplinary action.
- b. If a resident is classified by error as a non-resident, a change in tuition charges shall be applicable during the term in which the reclassification occurs, provided that the student has filed a written request for review in accordance with this regulation.

### 3. Residency Requirements

#### a. Adult Students

To be considered a resident, an adult student must have been a bona fide resident of Illinois for a period of at least six consecutive months immediately preceding the beginning of any term for which the individual registers at the university and must continue to maintain a bona fide residence in Illinois. In the case of adult students who reside with their parents (or one of them if only one parent is living or the parents are separated or divorced), the student will be considered a resident if the parents have established and are maintaining a bona fide residence in Illinois.

#### b. Minor Students

The residence of a minor student shall be considered to be the same as and change with the following:

- i. That of the minor's parents if they are living together, or the living parent if one is deceased; or
- ii. If the parents are separated or divorced, that of the parent to whom custody of the minor has been awarded by court decree or order, or, in the absence of a court decree or order, that of the father unless the minor has continuously resided with the mother for a period of at least six consecutive months immediately preceding the minor's registration at the university, in which latter case the minor's residence shall be considered to be that of the mother; or
- iii. If the minor has been legally adopted, that of the adoptive parents, and, in the event the adoptive parents become divorced or separated, that of the adoptive parent whose residence would govern under the foregoing rules if the parent had been a natural parent; or
- iv. That of the legally appointed guardian of the person; or
- v. That of a "natural" guardian such as a grandparent, adult brother or adult sister, adult uncle or aunt, or other adult with whom the minor has resided and by whom the minor has been supported for a period of at least six consecutive months immediately preceding the minor's registration at the

university for any term if the minor's parents are deceased or have abandoned the minor and if no legal guardian of the minor has been appointed and qualified.

c. **Emancipated Minors**

If emancipated minors actually reside in Illinois, such minors shall be considered residents even though their parents or guardians may not reside in Illinois. Emancipated minors who are completely self-supporting shall be considered residents if they have maintained a dwelling place within Illinois uninterrupted for a period of at least six consecutive months immediately preceding the beginning of any term for which they register at the university. Emancipated minors who reside with their parents and whose parents (or one of them if one parent is living or the parents are separated or divorced) have established and are maintaining a bona fide Illinois residence shall be regarded as residents.

d. **Minor Children of Parents Transferred outside the United States**

The minor children of persons who have resided in Illinois for at least twelve consecutive months immediately prior to a transfer by their employers to some location outside of the United States shall be considered residents. This rule shall apply, however, only when the minor children of such parents enroll in the university within five years of the time their parents are transferred by their employer to a location outside the United States.

e. **Married Students**

A non-resident student, whether minor or adult, who is married to a person who meets and complies with all of the applicable requirements of these regulations to establish residence status, shall be classified as a resident.

f. **Armed Forces Personnel**

Non-residents of Illinois who are on active duty with one of the services of the Armed Forces of the United States who are stationed in Illinois and who submit evidence of such service and station, as well as the spouses and dependent children of such persons, shall be considered residents as long as such persons remain stationed in Illinois and the spouses and/or dependent children of such persons also reside in Illinois. If such persons are transferred to a post outside the continental United States but such persons remain registered at the university, residency status shall continue until such time as these persons are stationed within a state other than Illinois within the continental United States.

g. **Staff Members of the University, Allied Agencies, and Faculty of State-Supported Institutions in Illinois**

Staff members of the university and of allied agencies, and faculties of state-supported institutions of higher education in Illinois, holding appointment of at least one-quarter time, and their spouses and dependent children, shall be treated as residents.

h. **Teachers in Public and Private Illinois Schools**

Teachers in the public and private elementary and secondary schools of Illinois shall, if subject to payment of tuition, be assessed at the resident rate during any term in which they hold an appointment of at least one-quarter time, including the summer session immediately following the term in which the appointment was effective.

4. **Residency Status Appeal Procedure**

Students who take exception to their residency status classification shall pay the tuition assessed but may file a claim in writing to the university office responsible for reconsideration of residency status. The written claim must be filed within thirty (30) calendar days from the date of the tuition bill or the student loses all rights to a change of residency status for the term in question. If the student is dissatisfied with the ruling in response to the written claim made within said period, the student may file a written appeal within ten (10) calendar days of receipt of the decision to the responsible university office. Such written appeals shall be forwarded to the appropriate university vice president, who shall consider all evidence submitted in connection with the case and render a decision which shall be final.

5. **Special Situations**

Upon recommendation of the President, the Board may, in special situations, grant residency status to categories of persons otherwise classified as non-residents under this regulation.

## **Technology Outcomes for Students**

Computer and information technologies are integral features of our culture. These technologies are extremely useful in enhancing, supporting, and delivering instruction, and for students in researching, preparing and submitting assignments. These technologies are essential for students.

1. In order to support its instructional goals and to assure that its graduates are adequately prepared for the workplace, each academic program will incorporate technological competencies into its curricula and assess expected outcomes. At minimum, the outcomes will include:
  - Ability to use appropriate software for the development of papers, reports, and other assignments.
  - Ability to conduct searches on the Internet and to use library databases to access relevant literature.
  - Ability to send and receive electronic mail with attachments
2. A student's achievement of the required competencies defined in 1 above will be verified on the student's application for graduation by the advisor.

## Faculty, Administration, and Professional Staff

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