

The Graduate School •

PROFESSIONAL PROGRAMS

WILLIAM H. WORGER
Dean
225-578-3885
FAX • 225-578-1370

MARIE HAMILTON
Assistant Dean
225-578-3885
FAX • 225-578-1370

Assistant to the Dean
225-578-3885
225-578-1370

CLOVIER INGRAM TORRY
Director of Graduate Records
225-578-3181
FAX • 225-578-7086

RENÉE L. A. RENEGAR
Director of Graduate Admissions
225-578-1641
FAX • 225-578-2112

114 David Boyd Hall
225-578-2311
FAX 225-578-1370

► THE GRADUATE SCHOOL

CONCEPTS AND PURPOSE

The primary purposes of the Graduate School are:

- to provide students with opportunities for advanced study and specialization,
- to instruct students in methods of independent investigation, and
- to foster the spirit of scholarship and research.

The Graduate School administers more than 130 graduate degree programs offered at LSU.

The LSU Graduate School, considered the state center of academic research and advanced studies, provides a more extended and comprehensive program than any other educational institution in the state.

Doctoral research programs are the essential defining feature of a university. LSU's status as one of the top 70 research universities in the nation and its classification as Research-Extensive by the Carnegie Foundation, depend chiefly on two criteria held to be prime indicators that an institution is a major center for the creation of new knowledge:

Research funding, and doctoral education, both of which ensure the training of future generations of scholars. The synergy between our nationally renowned faculty and our graduate student population helps to keep Louisiana and the nation on the leading edge of discovery.

LSU offers doctoral programs in 54 major fields of study. These programs offer opportunities for advanced training and research in all areas of the sciences, social sciences, and humanities. Master's degree programs are offered in 72 major fields. These range from Master of Fine Arts degrees in creative writing, studio art, and theatre to professional degree programs in social work, business administration, and library and information science.

Students seeking the professional degree, Doctor of Veterinary Medicine (DVM), offered through the School of Veterinary Medicine, study and work in one of the most advanced and well-equipped schools of veterinary medicine in the United States. The School of Veterinary Medicine also offers master's and doctoral degrees through the Graduate School.

Additional information about the degree programs listed below may be found in the *Graduate Bulletin*, which may be accessed through the LSU home page, www.lsu.edu.

Additional information about specific graduate and professional programs is published in catalogs, or brochures that may be obtained from the department or school at addresses listed in this catalog.

HISTORY AND ORGANIZATION

The first graduate degree recorded was a "Civil Engineering" degree awarded in 1869. By 1890, 14 master's degrees had been awarded, and by 1909, a total of 32. In 1909, the Graduate Department was established, with the general supervision of graduate work vested in a Committee on Graduate Courses. During the period from 1909 to 1931, 439 master's degrees were awarded.

In 1931, the Graduate School was established and the first graduate dean, Charles W. Pipkin, was appointed. The former Committee on Graduate Studies was reorganized into a Graduate Council. Doctoral programs were also established in 1931, and the first doctorate was awarded in 1935. From 1931 through spring 2007, 8,933 Doctor of Philosophy degrees, 519 doctorates other than Doctor of Philosophy degrees, and 46,052 master's degrees were awarded. The total number of advanced degrees awarded by LSU thus reached 55,504.

The affairs of the Graduate School are administered by the graduate dean, with the advice and consultation of the Graduate Council. The council is composed of the dean and associate dean of the Graduate School, who serve as *ex officio* members, and 16 faculty members appointed by the Chancellor for rotating terms of five years each. The council considers proposals for new degree programs, recommends membership classifications on the graduate faculty, and makes recommendations to the graduate faculty for changes in Graduate School policy.

► ADMISSION • GENERAL INFORMATION

Admission to the Graduate School is awarded on the basis of evidence of academic achievement and promise. Applications of students who meet Graduate School requirements are forwarded to the appropriate academic units for final approval. Because of their nature, certain programs require higher admission standards than those of the Graduate School.

GRADUATE AND PROFESSIONAL DEGREES		
Department	Major	Degree
Accounting	Accounting	MS, PhD
Agricultural Economics & Agribusiness	Agricultural Economics	MS, PhD
Agriculture	Agriculture*	MAgri
Animal Sciences, School of	Animal, Dairy & Poultry Sciences*	MS
	Animal & Dairy Sciences	PhD
Architecture, School of	Architecture	MArch
Art, School of	Art History	MA
	Studio Art	MFA
Biological Sciences	Biochemistry	MS, PhD
	Biological Sciences	MS, PhD
Biological & Agricultural Engineering	Biological and Agricultural Engineering	MS in Biol. & Ag. E.
Business Administration	Business Administration*	MBA
	Business Administration (Finance)*	PhD**
	Business Administration (Information Systems and Decision Sciences)*	PhD**
	Business Administration (Management)*	PhD**
	Business Administration (Marketing)*	PhD**
Chemical Engineering, Gordon A. and Mary Cain Department of	Chemical Engineering	MS in ChE, PhD
Chemistry	Chemistry	MS, PhD
Civil & Environmental Engineering	Civil Engineering	MS in CE, PhD
Communication Sciences & Disorders	Communication Disorders	MA, PhD
Communication Studies	Communication Studies	MA, PhD
Comparative Literature	Comparative Literature*	MA, PhD
Computer Science	Systems Science*	MS in Sy. Sc.
	Computer Science	PhD
Construction Management & Industrial Engineering	Industrial Engineering	MS in IE
Educational Theory, Policy & Practice	Administration	MEd
	Curriculum and Instruction	MEd, PhD
	Education	MA, EdS
	Educational Leadership and Research	PhD
	Elementary Education Grades 1-5	MAT
	Gifted Education	MEd
	Guidance	MEd
	Secondary Education Grades 6-12	MAT
	Special Education	MEd

GRADUATE AND PROFESSIONAL DEGREES		
Department	Major	Degree
Economics	Economics	MS, PhD
Electrical & Computer Engineering	Electrical Engineering	MS in EE, PhD
Engineering	Engineering Science*	MS in ES, PhD
English	English	MA, PhD
	Creative Writing	MFA
Entomology	Entomology	MS, PhD
Environmental Studies	Environmental Sciences	MS
Experimental Statistics	Applied Statistics	MApStat
Finance	Finance	MS
Food Science	Food Science	MS, PhD
Foreign Languages & Literatures	Hispanic Studies	MA
French Studies	French	MA, PhD
Geography & Anthropology	Anthropology	MA
	Geography	MA., MS, PhD
Geology & Geophysics	Geology	MS, PhD
History	History	MA, PhD
Human Ecology, School of	Human Ecology	MS, PhD
Human Resource Education & Workforce Development, School of	Human Resource Education	MS, PhD
Information Systems & Decision Sciences	Information Systems & Decision Sciences	MS
Kinesiology	Kinesiology	MS, PhD
Landscape Architecture, School of	Landscape Architecture	MLA
Liberal Arts	Liberal Arts*	MALA
Library & Information Science	Library and Information Science	MLIS, PMCL
Linguistics	Linguistics*	MA, PhD
Mass Communication, Manship School of	Mass Communication	MMC, PhD
Mathematics	Mathematics	MS, PhD
Mechanical Engineering	Mechanical Engineering	MS in ME, PhD

GRADUATE AND PROFESSIONAL DEGREES		
Department	Major	Degree
Music, School of	Music	MM, DMA, PhD
Natural Sciences	Natural Sciences*	MNS
Oceanography & Coastal Sciences	Oceanography and Coastal Sciences	MS, PhD
Petroleum Engineering, Craft & Hawkins Department of	Petroleum Engineering	MS in PETE, PhD
Philosophy & Religious Studies	Philosophy	MA
Physics & Astronomy	Medical Physics and Health Physics	MS
	Physics	MS, PhD
Plant Pathology & Crop Physiology	Plant Health	MS, PhD
Plant, Environmental, and Soil Sciences School of	Agronomy	MS, PhD
	Horticulture	MS, PhD
Political Science	Political Science	MA, PhD
Psychology	Psychology	MA, PhD
Public Administration Institute	Public Administration*	MPA
Renewable Natural Resources, School of	Fisheries	MS
	Forestry	MS, PhD
	Wildlife	MS
	Wildlife and Fisheries Science	PhD
Social Work, School of	Social Work	MSW, PhD
Sociology	Sociology	MA, PhD
Theatre	Theatre	MFA, PhD
Veterinary Medicine	Veterinary Medical Sciences*	MS, PhD
	Veterinary Medicine	DVM

Interdepartmental programs are indicated by one asterisk (). The PhD in business administration is available with areas of specialization in finance, management, marketing, and information systems and decision sciences (**). The MA, MEd, and EdS in education are single degrees shared by two departments, Educational Leadership, Research, & Counseling and Educational Theory, Policy & Practice (***)*

Because of the high demand for many graduate programs, meeting the minimum requirements of the Graduate School does not guarantee admission into a particular program.

Applicants meeting requirements stated below are normally granted *regular* admission. Applicants failing to meet all requirements may be granted *probationary* admission, provided other substantial evidence of capacity to do satisfactory graduate work, including outstanding performance in post-baccalaureate and/or graduate work, high Graduate Record Examination (GRE) scores (Graduate Management Admission Test—GMAT—scores, where appropriate), and other outstanding achievements, is presented.

Applicants with unsatisfactory undergraduate records who have completed a minimum of nine hours of graded graduate course work with at least a 3.33 graduate grade point average (gpa) (“A”=4.00) in graduate course work and who have acceptable GRE

scores (or, GMAT where applicable) may be considered for admission.

Applicants who appear admissible on the basis of unofficial and/or incomplete transcripts of previous work or unofficial test scores, but who are unable to supply the required records prior to registration, may be granted *provisional* admission. Subsequent enrollment will not be permitted until all provisions are met. Provisional admission does not guarantee subsequent regular admission.

Meeting the *minimum* requirements, as outlined in the following sections, does not necessarily ensure acceptance into a specific program, since departments may establish higher standards or require special admission requirements and conditions.

Admission to a Degree Program

Regular Admission • Regular admission is awarded to applicants who intend to pursue a

degree and who meet the following requirements:

- a bachelor’s degree from an accredited U.S. institution or the equivalent from a foreign institution;
- a gpa of at least 3.00 (“A”=4.00) on all undergraduate work (or at least half-degree requirement) and a 3.00 gpa or better on any graduate work already completed; International applicants must have at least a 3.00 gpa, or equivalent, on all college-level work previously attempted;
- acceptable scores on the Graduate Record Examination or GRE (in some cases, a high GRE may be used to compensate for a low gpa); in place of the GRE, an acceptable score on the Graduate Management Admission Test (GMAT) is required for graduate programs in the E. J. Ourso College of Business, except for the MPA, and the MS and PhD in economics; and
- acceptance by the graduate faculty in the

applicant's area of study. Applicants who are narrowly trained or who have taken a significant amount of work on a pass-fail basis or in ungraded courses may be required to submit scores on GRE Subject (Advanced) Tests before their applications can be considered. Consult individual departments for additional admission requirements.

Probationary Admission • Applicants who fail to meet one or more of the requirements for regular admission may be admitted on probation, provided additional evidence of capacity to do satisfactory work is presented. Such evidence might include superior performance in a substantial amount of post-baccalaureate work, high GRE scores (GMAT scores, when appropriate), and other achievements.

Students entering on probation will remain on probation until the completion of nine hours of graduate-level, graded courses ("A," "B," and "C" only) with at least a 3.00 average. Part-time students entering on probation and registering for fewer than nine hours may be dropped from the Graduate School if their semester and/or graduate gpa is less than 3.00 during any semester they are registered.

Provisional Admission • Provisional admission may be considered for applicants who appear to be admissible on the basis of the credentials submitted, but who are unable to supply all of the required official records prior to registration. Students admitted provisionally must submit complete and satisfactory records within 60 days (45 days in summer term) after the first day of registration. If these credentials are not received by the date specified or if they prove to be unsatisfactory, the student will not be permitted to register for the following semester. Provisional admission does not guarantee subsequent regular admission.

Admission of International Students

An applicant who has completed degree requirements outside the U.S. must present:

- a complete and accurate chronological outline of all previous college-level education;
- authorized school or university records—transcripts, marksheets, certificates of degrees—showing all courses taken and all grades received, with certified translations if the records are in a language other than English;
- a bachelor's degree or its equivalent, with a gpa equivalent to a "B" or better (3.00 out of a possible 4.00) on all previous undergraduate work (or at least half-degree requirement) from an accredited college or university;
- certification of the availability of sufficient funds to meet all costs while studying at LSU (if an assistantship stipend covering all required expenses is not offered) before the letter of admission and Form I-20 will be mailed;
- GRE Test scores (GMAT where appropriate); and
- a satisfactory score on a test of English proficiency. Either the TOEFL (Test of English as a Foreign Language) or the IELTS (International English Language Testing Service) score may be submitted. On the TOEFL, a minimum score of 550 (paper based), 213 (computer based), or 79 (Internet-based) is required for admission. On the IELTS, a minimum score of 6.5 is required for

admission. Official TOEFL/IELTS scores are those reported directly to LSU by the respective testing service at the request of the student. [Applicants from Canada, Australia, New Zealand, Ireland, certain Caribbean islands, Belize, and the United Kingdom and international students who have received a degree from an accredited institution in the U.S., Canada, Australia, New Zealand, certain Caribbean islands, or the United Kingdom are exempt from taking the TOEFL or IELTS. Official transcripts are required showing completion of the degree before a student can be exempted from the TOEFL/IELTS requirement.]

A TOEFL score of at least 550 (paper based), 213 (computer based), or 79 (Internet based) or an IELTS score of 6.5 must be received before a student's application is evaluated for admission. Application forms and information about the TOEFL may be obtained from American embassies and consulates, offices of the U.S. Information Service, or Educational Testing Service, P.O. Box 6000, Princeton, New Jersey, USA 08541-6000 or online at www.toefl.org. Information about IELTS may be found at www.ielts.org

Application deadlines for international applicants are the same as for all other applicants; however, because transcripts from foreign universities require special evaluation, prospective international students should begin the application process at least nine to twelve months prior to the semester in which they plan to enroll. Applications from international students received after the deadline dates will be processed for the subsequent semester. Also, when sufficient scholastic records and acceptable evidence of English proficiency are not received early enough to determine admissibility for the semester for which application is made, consideration for a subsequent semester will be made only upon the applicant's written request.

Upon arrival on campus and before registration, international applicants (except citizens of Canada, Australia, New Zealand, Ireland, or the United Kingdom, certain Caribbean islands, and Belize) who have been admitted to Graduate School must take the LSU Comprehensive English Language Test, which consists of the Michigan Test and a writing sample. Students whose tests indicate a deficiency in English will be required to register for appropriate English composition courses with a reduced load of graduate courses.

All international graduate students awarded graduate assistantships must demonstrate proficiency in English by examination or enroll in a Spoken American English course during the first semester of the assistantship. The course will result in a recommendation (or nonrecommendation) to assume teaching duties. Any international teaching assistant who has not received a recommendation from this speech course may not teach in any capacity.

An international applicant who has completed an undergraduate degree at an accredited U.S. institution must meet the regular admission requirements. Before the applicant can be considered, the Graduate School must receive a satisfactory GRE or GMAT score. An international applicant will not be admitted until this information has been received.

APPLICATION PROCEDURES

An "Application for Admission to Graduate Degree Program" packet may be obtained from the Graduate School or from the graduate department to which application is being made. All applications for graduate admission must be accompanied by a *nonrefundable \$25 application fee* (check or money order made payable to LSU). Do not send cash through the mail. Checks or money orders must be drawn on U.S. banks. A *late fee of \$25* must be paid if the application is postmarked after the following dates: *May 1 for intercession, May 15 for the fall semester, October 15 for the spring semester, and May 15 for the summer term*. International applications received after the deadline will be processed for the following semester and no late fee will be assessed.

Fall applications must be received before the January 25 priority date in order to receive full consideration for assistantships, fellowships, or scholarships for which the applicant has applied. International applicants are encouraged to determine course availability before applying for summer entry and are further encouraged to apply at least 9 to 12 months in advance of their intended semester of entrance.

Applicants for graduate admission should proceed as follows:

I. Applicants are responsible for submitting the following items to the Graduate School, 114 David Boyd Hall, LSU, Baton Rouge, Louisiana 70803:

- The completed *Application for Admission to Graduate Degree Program*
- The required application fee and any applicable late fee
- One set of *official* transcripts of all previous college or university work **from each institution attended**. (An official transcript bears the official seal of the issuing school. Photocopies, facsimiles, or transcripts marked "issued to student" are not official.) Transfer credit posted on the records of other institutions is not accepted in lieu of transcripts from the original institution(s). If the college or university will supply an official transcript in a **sealed and signed envelope**, the student should obtain the transcript in that manner and submit it unopened. If the college or university will not send official transcripts to a student, please request that a transcript be sent to the Graduate School at the address above. Transcripts from LSU-BR need not be submitted. **International applicants:** Include degree statements and an official English translation of each foreign document
- Financial statement (international students only)

II. The following materials must be submitted to the department the student wishes to enter. Please send them to Graduate Advisor, Department of _____, Louisiana State University, Baton Rouge, LA 70803.

- One set of *official* transcripts of all previous college or university work **from each institution attended**. Transfer credit posted on the records of other institutions is not accepted in lieu of transcripts from the

original institution(s). If the college or university will supply an official transcript in a **sealed and signed envelope**, a student is to obtain the transcript in that manner and submit it unopened. If the college or university will not send official transcripts to a student, please request that a transcript be sent to the Graduate Advisor at the address above. Transcripts from LSU-BR need not be submitted. **International applicants:** Include degree statements and an official English translation of each foreign document

- Three letters of recommendation—some departments may accept electronically submitted letters

III. The following is also to be sent to the Graduate School, 114 David Boyd Hall:

- A satisfactory score is required on the verbal and quantitative portion of the Graduate Record Examination (GRE). LSU's code for GRE reporting is R6373-5. Test information may be obtained from the Graduate School at LSU, graduate schools at most colleges and universities, or by writing to Educational Testing Service, P.O. Box 6000, Princeton, NJ 08541. Allow at least six weeks for the examination results to reach LSU. Applicants to the Master of Fine Arts programs (studio art and theatre), Master of Music, and programs in business administration are not required to submit GRE scores. Applicants for the Master of Fine Arts in creative writing are required to submit GRE scores.
- The Graduate Management Admission Test (GMAT) is required of applicants for all degrees in the E. J. Ourso College of Business except for the MS and PhD with a major in economics. The Department of Information Systems & Decision Sciences and the MPA Program will accept either the GRE or GMAT score. Application procedures for the GMAT are the same as described above. This examination may also be taken at LSU; the code for GMAT score reporting is also R6373-5.

IV. Applicants may be responsible for submitting additional materials to the departments to which they are applying. Most departments have specific departmental admission requirements. For specifics, consult the individual departments.

Admission is for the semester requested. Those admitted who do not register must make a written request to be reconsidered for admission for a subsequent semester. Application updates are accepted for two subsequent semesters from the original application semester (summer term included). A new application for admission is required when the original application has been on file more than three concurrent semesters. The Graduate School *will not* consider for admission any nonimmigrant who has entered the U.S. on an I-20 issued by another institution until that person has been enrolled for at least one semester at the institution issuing the I-20.

NONDEGREE ADMISSION

A student who holds a baccalaureate

degree but who does not desire to enroll in a degree program in the Graduate School may enroll as a graduate *nonmatriculating student*. Course work is taken for academic credit, and all rules and regulations for graduate students apply. A student in this category must register for at least one course numbered 4000 or above each semester to maintain graduate status. Courses numbered below 4000 may be taken concurrently with graduate course work.

Enrollment in courses numbered 6000 and above is limited to a total of six semester hours for graduate students in this classification. However, an unlimited number of courses numbered 5999 and below may be taken.

No more than 12 hours of graduate credit taken as a nonmatriculating student may be applied to the requirement for a master's degree. No more than 12 hours of combined credit transferred from other schools and earned as an LSU extension or nonmatriculating student may be applied toward a master's degree at LSU. (See the section titled Transfer of Credit.)

Students wishing to enroll *only in courses numbered below 4000* should apply for undergraduate admission through the Office of Undergraduate Admissions, 110 Thomas Boyd Hall. *Students classified as extension students are ineligible to enroll in on-campus courses.*

Applications for graduate nondegree admission may be obtained from the Graduate School or may be found online at www.lsu.edu/gradapply. Students applying for graduate nondegree admission must submit one official transcript from the highest degree-granting institution where graduate credit was earned or attempted. Transcripts must indicate that the applicant has a 2.50 or better gpa on all undergraduate work completed and a 3.00 or better gpa on all graduate work completed. In addition, international students must submit a satisfactory score on a test of English proficiency. Either the TOEFL (Test of English as a Foreign Language) or the IELTS (International English Language Testing Service) score may be submitted. On the TOEFL, a minimum score of 550 (paper based), 213 (computer based), or 79 (Internet-based) is required for admission. On the IELTS, a minimum score of 6.5 is required for admission. Official TOEFL/IELTS scores are those reported directly to LSU by the respective testing service at the request of the student. [Applicants from Canada, Australia, New Zealand, Ireland, certain Caribbean islands, Belize, and the United Kingdom and international students who have received a degree from an accredited institution in the U.S., Canada, Australia, New Zealand, certain Caribbean islands, or the United Kingdom are exempt from taking the TOEFL or IELTS. Official transcripts are required showing completion of the degree before a student can be exempted from the TOEFL/IELTS requirement.]

A nonrefundable, nontransferable application fee of \$25 must be submitted with the application.

Students not regularly admitted to the University may attend classes as auditors, provided they meet all previously mentioned requirements for admission, have written permission from the individual course instructor(s), and have made the necessary arrangements and paid the required fees. Prospective auditors should initiate registration

by obtaining an "audit only" form from the Office of the University Registrar.

Regularly enrolled graduate students may also audit courses with consent of the individual instructors. Auditors will not receive degree credit and will not be permitted to take a credit examination on audited course work. However, previously audited courses may be taken for credit. Audited courses do not count in total course loads and are not recorded on official transcripts.

READMISSION

Readmission to Original Program

Previously enrolled graduate students who fail to enroll for three or more consecutive semesters (summer terms included) must file an "Application for Readmission" form with the Graduate School. Applications for reentry will be subject to reevaluation under current admission criteria; readmission is not guaranteed.

Official transcripts must be submitted if work has been taken at another institution since the student was last enrolled at LSU. The application deadlines for admission also apply for readmission, as do application fees and any applicable late fees.

Readmission with a Change of Program

A student wishing to pursue a degree or program other than the one originally sought—who has not enrolled for three or more semesters (summer term included), must complete application procedures as described above, and comply with the requirements for the new program. Acceptance into one program does not guarantee admission into another. The admission decision ultimately rests with the admission committee of the department or interdepartmental program concerned.

APPLICATION FEE DEADLINES			
	Fee	Fee Deadline	Fee if Paid After Deadline
<i>Fall Semester</i>			
U.S. Citizens and Resident Aliens	\$25	5/15	\$50
Nonimmigrant Applicants	\$25	5/15	0*
Nondegree Applicants	\$25	N/A	N/A
<i>Spring Semester</i>			
U.S. Citizens and Resident Aliens	\$25	10/15	\$50
Nonimmigrant Applicants	\$25	10/15	0*
Nondegree Applicants	\$25	N/A	N/A
<i>Summer Term</i>			
U.S. Citizens and Resident Aliens	\$25	5/15	\$50
Nonimmigrant Applicants	\$25	5/15	0*
Nondegree Applicants	\$25	N/A	N/A

* International applications received after the deadline will be processed automatically for the subsequent semester. There are no late fees associated with the January 25 priority date for full consideration for assistantships and fellowships.

FEES • FINANCIAL AID

The Board of Supervisors may modify fees, meal rates, or housing rates at any time and without advance warning. Students should check the Office of Budget and Planning's Web site www.bgtplan.lsu.edu.

The following discussion of fees, required minimum registration, and related matters covers items that apply only to graduate students or for which graduate students and undergraduates are treated differently. For all other fees (vehicle registration, audit fees, student insurance, and the Student Health Center, etc.) see the section, "Tuition and Required Fees."

GRADUATE FEES

Application Fees

All applications for graduate admission must be accompanied by a *nonrefundable* application fee (check or money order made payable to Louisiana State University). Additional nonrefundable late fees, where applicable, are assessed for all applications received by the Graduate School after application deadlines. The late application fee also applies to applications for readmission submitted after the established deadline dates. Bank drafts are not accepted as payment and the University is not responsible for cash sent by mail.

International applicants should consult the section, "Admission of International Students," for additional information.

Minimum Graduate Student Registration

Graduate students engaged in the writing of theses or dissertations are expected to register for research hours commensurate with the amount of University resources—faculty time, equipment, library facilities, and/or office space—to be used that semester. Out-of-town students also are expected to register for research hours if they are receiving any faculty advice or direction.

In addition, doctoral candidates must maintain continuous registration for a minimum of three semester hours of credit each regular semester (excluding summers) from the completion of the general examination to the end of the semester in which an approved dissertation is submitted to the Graduate School. Students must be registered for a minimum of one to three semester hours of credit during any semester in which they are taking master's or doctoral general examinations, including the qualifying examinations required by some departments.

Degree Only Registration

Students who have completed all degree requirements, including final examinations taken in a previous semester, may register for "degree only" and pay only the graduation fee, if their theses or dissertations are approved by the Graduate School on or before the last day to add courses for credit. Eligible students must submit an application for degree and inform the Graduate School of their intent to register for "degree only". Nonthesis students may also register "degree only" provided all degree requirements were met in a previous semester.

Three-Week Short Courses

See note section at bottom of Summer Student Required Fees Schedule on the Office of Budget & Planning Web site at www.bgtplan.lsu.edu/fees.htm.

Audit Fees

Fees for auditing courses are in accordance with the following "Regular Semester" and "Summer Term" fees. Maximum fee is \$1,508 for the regular semester and \$1,216 for the summer term. Fees for students enrolling for combined credit and audit work will be assessed in accordance with total hours scheduled.

Residency Status

Eligibility for classification as a resident of Louisiana is determined by the Graduate School in accordance with University regulations and is based on evidence provided on the application for admission and related documents. Regulations relate primarily to location of the home and place of employment.

A student classified as a resident is one who has abandoned all prior domiciles and has been domiciled in the state of Louisiana continuously for at least one full year (365 days) immediately preceding the first day of classes of the term for which classification as a resident is sought. Physical presence within the state solely for educational purposes without substantial evidence of the intent to remain in Louisiana will not be sufficient for resident classification regardless of the length of time within the state.

Graduation Fees

- *Master's degree fee*, \$35; processing fee, \$20
- *Doctoral degree fee*, \$55; processing fee, \$35
- *Doctor of Veterinary Medicine degree fee*, \$40
- *Duplicate diploma fee*, \$20 (charged if a diploma is ordered and student does not graduate at that commencement)
- *Replacement diploma fee*, \$30

Special Research Fees

For specially planned research programs arranged through the Office of International Programs, departmental research fees are applicable and vary with the individual program.

Tuition and Required Fees

Graduate and Veterinary Medicine students please refer to the Office of Budget & Planning Web site at www.bgtplan.lsu.edu/fees.htm for the listing of current fees.

MBA Professional Program Fee • Please refer to the note section at bottom of Semester Fees Schedule on the Office of Budget & Planning Web site at www.bgtplan.lsu.edu/fees.htm.

Social Work Students • An internship fee of \$100 per course must be paid by all students enrolled in Social Work 7007, 7008, 7502, and 7503.

Students in Veterinary Medicine • A microscope fee of \$40 per semester is assessed each student during Years I and II of the professional curriculum. No fees are assessed regularly admitted students in the summer of Year IV, regardless of the elective blocks taken. Regularly admitted students accepted from contract states pay the same fees as residents of Louisiana, with respective states paying an additional increment as specified by contract.

For information about room rent, dining plans, refunds, and other special fees, see the "Undergraduate Fees and Expenses" section of this catalog.

FINANCIAL AID

The University offers financial assistance to graduate students through a variety of programs including fellowships, assistantships, internships, work-study programs, student jobs, and loans. Since these programs are administered by separate offices, a student interested in applying should contact the appropriate office for more detailed information.

Fellowships and Scholarships

The Graduate School offers a number of fellowships and scholarships to exceptional students. Superior students can expect to receive some type of aid throughout their graduate careers. In some cases, recipients are required to have completed a minimum amount of graduate work prior to receiving an award. All such assistance is awarded on the basis of the individual's academic achievements. Interested students should contact the chair of the department in which they plan to study.

Graduate Enhancements and Supplements • Superior graduate students awarded departmental assistantships and fellowships in selected departments may receive a monetary enhancement to their departmental assistantships/fellowships.

Graduate School Dissertation Fellowships • Dissertation Fellowships are available to exceptional doctoral students who will begin their final year of study. A maximum one-year stipend of \$18,000 is awarded. Resident tuition and nonresident tuition (if applicable) are waived. The recipient will be responsible for paying required university fees. Applicants must be able to demonstrate that there is a high probability for completion of the dissertation during the fellowship year. Dissertation fellowships are available only to full-time students. For information on application procedures, which entail departmental nomination from March 15-April 15, contact the assistant dean, LSU Graduate School.

Board of Regents Graduate Fellowship Program (PhD And MFA) • The Louisiana Educational Quality Support Fund provides Board of Regents' Graduate Fellowships for exceptionally qualified doctoral students. These awards range from \$12,000 to \$20,000 per year for up to four years. Resident and non-resident tuition (if applicable) are waived. Recipients are responsible for paying university required fees. Academic departments eligible for these awards vary from year to year. Most major areas, including humanities, social sciences, basic sciences, arts, design, education, agriculture, and engineering, are included annually.

Applications must be submitted to the candidate's department and must include scores on both the verbal and quantitative portions of the Graduate Record Examination (or GMAT scores if appropriate), an official transcript of all gpas on all college work, a one-page narrative of educational goals, and three letters of recommendation. Complete applications should be submitted no later than February 15 annually.

Graduate School Tuition Awards • The graduate dean may award up to 200 tuition exemptions to graduate students from under-represented groups. The tuition awards provide

for an exemption from either or both the resident and nonresident fee. Recipients are responsible for paying university-required fees. Preference will be given to African American students and students from Latin American countries. Students must be regularly admitted to a graduate program at LSU and be nominated by their departments.

Assistantships

More than 2,000 teaching, research, and service assistantships are awarded annually. All communication regarding graduate assistantships should be directed to the chair of the appropriate department. Applications and supporting credentials are accepted at all times, but priority for graduate assistantships beginning in the fall semester is given to applicants who submit their materials by **January 25**. Students who accept assistantships before **April 15** may be free to resign to accept another offer up to that date. An acceptance given or left in force after **April 15** is a commitment not to accept another appointment without first obtaining formal release from the prior commitment.

A graduate assistantship is intended to be supportive of the student's educational experience by being related to the graduate program in which the student is enrolled. Proposed appointment to duties unrelated to the student's major program must have the concurrence of the student's major department prior to approval by the Graduate School.

Eligibility Requirements • Only graduate students with acceptable academic records may be appointed to graduate assistantships. A student *admitted on probation* may not be appointed to a graduate assistantship until good standing has been achieved. A graduate student *placed on academic probation* by the Graduate School for failing to make satisfactory progress may not be appointed or reappointed to a graduate assistantship unless the student's cumulative/semester gpa is at least 3.00.

Details and additional information regarding eligibility for a graduate assistantship may be found in PS-21, available in the appendices of the *Graduate Bulletin*, and online at www.lsu.edu.

Stipends • Graduate assistant stipend levels vary widely, depending on the department and the assigned duties. Assigned duties may include research, teaching, and/or service. Graduate assistantship appointments may also be for one-third or one-quarter time, with an appropriate adjustment in the stipend. Appointments for more than one-half time require special justification. Although most appointments are made on an academic-year basis, assistantships are available in certain departments during the summer months, with an appropriate adjustment in the stipend.

Federal Work-Study Program

Another form of financial assistance available to graduate students is the federal work-study program. A graduate student who qualifies for this program can be assigned part-time employment in an academic area or in any other University office. The amount of aid available is determined by assessment of the student's needs. Students may also be assigned to community service agencies.

To be considered for the work-study program, a current or prospective graduate student must file the "Free Application for Federal Student Aid (FAFSA)." This form should be completed and filed as soon after **January 1** as possible. It is to the student's advantage to apply early. Aid is awarded on a yearly basis, and students must reapply each year. Application forms are available from the Office of Student Aid & Scholarships.

Loan Programs

The Office of Student Aid and Scholarships administers a number of loan programs created to help deserving graduate students who need financial assistance to continue their education. All such funds are subject to policies and regulations authorized by the Faculty Senate Student Aid & Scholarships Committee. To be eligible, a student must be making satisfactory academic progress.

Perkins Loan (Formerly the National Direct Student Loan Program) • The Perkins Loan Program is for students who are enrolled at least half-time and who need loans to meet educational expenses. Perkins Loans are made by and repaid to LSU. Under this program graduate students may borrow up to \$30,000 to finance graduate study. (This includes any Perkins Loans borrowed as an undergraduate.) Loans range from \$200 to \$4,000 per year for graduate students. The actual amount of the loan depends upon financial need and the general availability of funds.

Half of the annual amount awarded will be received each semester. Six months after the student leaves school (nine months for new borrowers), interest begins to accrue on the total amount of money borrowed. Seven months after the student leaves school (10 months for new borrowers), he/she must begin repaying the loan. Payments are made in monthly installments of at least \$30 (regardless of the size of the loan) at 5 percent simple interest.

Stafford Loan (Formerly the National Direct Student Loan Program) • The Stafford Loan Program allows students to borrow funds from a participating lender to begin or continue their postsecondary education. The loan is a transaction involving the student, the lending institution, and the guarantee agency. Some lenders may require additional endorsements. With the privilege of borrowing goes the responsibility for repayment of the loan with interest when the student leaves school. The annual interest rate varies, but is capped at about 9 percent.

In addition, the borrower is charged a guarantee fee, and a 5 percent origination fee is assessed by the lender for each loan processed. When the student leaves school, arrangements are made with the lender to repay the loan in monthly installments with interest. Normally, loans are repaid within a maximum of 10 years, beginning six months after leaving school, with minimum monthly payments of \$50. Repayment of the loan may be accelerated without penalty.

The maximum amount that can be borrowed is \$8,500 per year for graduate and professional study. The aggregate loan maximum is \$65,500. This total includes amounts that may have been borrowed at the undergraduate level. The loan amount will be based on the student's educational costs, any other aid received, and the financial situation of the family. In addition, the student must be making satisfactory academic progress in order to be eligible.

The University normally views any student who is not on academic probation and who meets the requirements for retention in a degree program under the scholastic regulations of the University as being in **good standing** and making satisfactory academic progress.

Veterans' Benefits

The Office of Veterans' Affairs has the responsibility for handling all applications for benefits under the various public laws. In order to receive full VA benefits, a veteran graduate student must be registered for nine or more semester hours.

Details and additional information concerning benefits for veterans may be obtained from the Office of Veterans' Affairs, 112 Thomas Boyd Hall. Information is also available at the Veterans' Affairs Web site: www.lsu.edu/slas/vetaffairs.

► GENERAL GRADUATE SCHOOL REGULATIONS

The following discussion of general Graduate School regulations should be read in conjunction with the section, "Requirements for Advanced Degrees." Regulations common to graduate and undergraduate students (the *Code of Student Conduct*, grade appeals, etc.) are covered in the section, "Undergraduate Degree Requirements and Regulations."

Graduate School requirements are minimal and, in many cases, they are exceeded by those of individual departments. Statements of specific departmental requirements for degrees are published in the *Graduate Bulletin*. Most departments also have brochures describing in detail their programs and requirements.

STUDENT RESPONSIBILITY AND PROGRAM CHANGE

Graduate students must assume full responsibility for knowledge of Graduate School policies and departmental requirements concerning their individual degree programs. Advances in knowledge and changes in methodology at times require alterations in degree programs. Therefore, graduate students should at all times be aware of the *current* regulations and requirements of the Graduate School and their departments.

The *current* regulations and requirements take precedence over any previously promulgated policies. Between catalog issues, notices of changes will be available in the Graduate School, in each department, and at www.gradschool.lsu.edu.

GRADUATE CREDIT

A student may receive graduate credit only for courses taught by members of the graduate faculty or other persons approved in advance by the dean of the Graduate School. Except as noted, a student may receive graduate credit only for work taken while officially enrolled as a graduate student.

Any student dropped from a graduate program because of unsatisfactory performance will not be permitted to take courses for credit toward a graduate degree beyond the semester in which the student is dropped. In addition, graduate students may not take credit examinations in graduate-level courses.

Graduate Credit in Law

Students registered in Graduate School may receive graduate credit for certain courses offered by the Hebert Law Center if the courses have been approved in advance by the Law Center and the dean of the Graduate School. Students should submit a written petition to the Graduate School for such approval. Permission from the Hebert Law Center must also be obtained in order to register for graduate courses.

JD-MBA Joint Degree Program

The E. J. Ourso College of Business and the Paul M. Hebert Law Center offer a joint degree program, allowing the student to earn both the JD and MBA degrees.

Students enrolling in the joint program must be admitted separately to the MBA program and the Law Center. Students should consult with the admissions office of each institution prior to enrolling concerning the student's intent to earn a joint degree.

The first year of the program must be spent exclusively either at the Law School or the Ourso College of Business. Scheduling of subsequent semesters is flexible.

The Ourso College of Business will waive the 18-hour concentration requirement, essentially giving a concentration in law. The Law School will award 12 hours of credit for classes taken in the MBA program. The transfer of credits will allow a student to complete the joint JD-MBA program in four years. Without the transfer of credits, completion of the two degrees would take a minimum of five years.

A student successfully completing the program will receive two degrees, a JD awarded by LSU's Hebert Law Center and a MBA awarded by the E. J. Ourso College of Business.

Transfer of Credit

- *Hours transferred may not exceed one-half of the total semester hours of graduate course work (thesis hours excepted) required for the student's degree program. A maximum of 12 hours may be transferred in a master's program requiring 24 hours of course work.*
- A maximum of 12 semester hours of *credit earned as an LSU extension or nonmatriculating student* may, in some cases, be used in a master's degree program, if approved by the department chair and the dean of the Graduate School. This includes a maximum of six hours at the 6000 level and above for LSU extension or nonmatriculating credit.
- A maximum of 12 hours of *transfer credit from other schools* may, in some cases, be used in a master's degree program, if approved by the department chair and the dean of the Graduate School. Only six hours applied toward a previous master's degree may be applied toward a second master's degree (see section Second Master's Degree).

To petition for acceptance of these credits, the student must be currently enrolled, must have completed at least nine hours of graduate residence course work in a degree program at LSU, and must be in "good academic standing."

Transfer credit from other schools must have been earned for *graduate residence credit*. This course work must be judged appropriate to the student's program by the graduate faculty of the major department, must have been taught by a professor whose credentials are comparable to those of graduate faculty at LSU, and must, in terms of time invested, be comparable to graduate courses at LSU.

Transfer work may not be used to fulfill the master's program requirement that at least one-half of the minimum required credit be in courses at or above the 7000 level.

Course work completed at institutions outside the United States is not accepted for transfer credit toward a master's degree at LSU.

No more than 12 hours of combined credit transferred from other schools and earned as an LSU extension or nonmatriculating student may be applied toward a master's degree at LSU. Credit earned as an LSU extension or nonmatriculating student or transferred from another institution must be for course work in which the student earned a grade of "A" or "B." Courses in which a grade of "C" was earned will not be accepted for transfer into a master's degree program.

Transfer work must have been completed within five years of the time the student is eligible to petition. Once transfer credit is approved, it is valid as long as the master's degree is completed within the five-year time limit or the transfer work was taken within five years of degree completion.

Graduate work transferred from other institutions may be applied toward degree requirements, but the grades earned will not be computed in the LSU graduate average nor will transfer work appear on the official transcript.

Graduate course work *taken at other campuses within the LSU System* is not considered transfer credit, and any number of hours may be applied toward a degree if approved by the chair of the student's department on this campus.

Graduate Credit for LSU Seniors

A senior at LSU who needs fewer than 15 semester hours to complete requirements for the bachelor's degree, who has maintained a gpa of at least a 3.00 during the preceding year at LSU, and who has a cumulative gpa of at least 2.75 may be permitted to register for graduate credit in courses numbered 4000-4999, provided the student registers for all the remaining courses required for graduation and for no more than 15 semester hours total. This privilege applies only during the final semester of the student's undergraduate work and is extended only upon recommendation of the dean of the student's college and approval of the dean of the Graduate School. The head of the department in which the student plans to enroll as a graduate student must also approve the courses taken for graduate credit.

A student must complete all undergraduate degree credit courses in order to retain the privilege of obtaining graduate credit for the remaining courses. The requested signatures of approval should be submitted on a form designed specifically for this program. This form must be submitted to the Graduate School by the last day to add classes in the semester in which graduate credit is desired.

Superior Undergraduate Student Program

Superior undergraduate students may register for 4000- and 7000-level courses; these courses do not count for graduate credit. Requirements for undergraduate enrollment in these graduate courses are as follows:

4000-Level Courses • Student must have earned at least 30 semester hours with a cumulative gpa of 3.50 or higher.

7000-Level Courses • Student must have earned at least 75 semester hours with a cumulative gpa of 3.50 or higher.

Approval by the instructor and the dean of the student's undergraduate college is required.

Correspondence Study

No graduate credit is allowed for work done by correspondence study at this or any other university.

ELIGIBILITY OF FACULTY AND STAFF FOR GRADUATE DEGREES

LSU System regulations govern the eligibility of LSU employees to work toward graduate degrees. A faculty member above the rank of instructor may not work toward a graduate degree at this University. Other employees who, in the opinion of the Graduate Council, are of equivalent status may not work toward graduate degrees. Nonfaculty, professional staff/administrators may pursue master's degrees; only those who do not hold positions where there is a potential conflict of interest will be permitted to pursue doctoral degrees.

If an employee serving as a professional staff member/administrator wishes to pursue a doctorate, the employee, the immediate supervisor of the employee, and the chair of the department in which the employee wishes to pursue the degree must submit to the dean of the Graduate School statements outlining the job responsibilities of the employee and providing an analysis of the independence of the employee's official duties from the department in which doctoral work is to be taken. The Graduate Council will review the statements and make a recommendation through official channels to the chancellor.

GRADES

Graduate Grading System

Grades in the Graduate School have the following meanings:

- **Marks Carrying Advanced Degree Credit.** These are "A," "B," "C" (up to, but no more than six hours), "S" (satisfactory), and "P" (pass).
- **Marks Carrying No Credit for Advanced Degrees.** These are "D" (poor), "F" (fail), "I" (incomplete), "W" (withdrawn), "U" (unsatisfactory), and "NC" (no credit).
- **Cumulative Gpa.** This average is based only on graduate work graded "A," "B," "C," "D," and "F" ("A" = 4, "B" = 3, "C" = 2, "D" = 1, and "F" = 0).
- **Semester Gpa.** This average is based on graduate and undergraduate work graded "A," "B," "C," "D," and "F."
- **"I" Grade.** An "I" grade indicates that course performance was satisfactory but, because of circumstances beyond the student's control, all requirements have not been met. An "I" grade should never be given to enable a student to do additional work to bring up a deficient grade. An "I" grade may not be given for a course undertaken in the semester in which the student graduates if that course is listed on the application for degree or if changing the "I" grade to an "F" would result in the student's cumulative average being less than 3.00. An "I" grade should never be assigned for thesis/dissertation research. "S" (satisfactory) and "U" (unsatisfactory) grades are given for thesis (8000) and dissertation (9000) research courses, up to

and including the semester the student graduates.

Authorization from the dean of the Graduate School is not required to assign an "I" grade to a graduate student. An "I" grade is valid only until the final date for submission of grades at the end of the next regular semester (fall or spring), whether or not the student is enrolled. "I" grades received in the spring semester or the summer term are valid until the end of the fall semester; "I" grades received in the fall semester are valid until the end of the spring semester. *There will be no extension of time.* Responsibility for changing an "I" grade lies both with the student and the faculty member concerned. Failure by the faculty member to submit a "Grade Correction Report" to change an "I" grade by the final date for submission of grades for the next regular semester will result in the "I" grade becoming a permanent "F" grade.

Unusual circumstances that preclude a student from completion of course requirements may, at the discretion of the dean of the Graduate School, permit assignment of a permanent "I" grade. Unusual circumstances might include, but would not be limited to, withdrawal of the student from the University because of prolonged medical problems or death or resignation of the faculty member concerned and the absence of another faculty member to supervise the unfinished work. Petition for a permanent "I" grade must be initiated by the student. The petition must be accompanied by a letter of justification from the faculty member concerned, if possible. It must also be endorsed by the chair of the student's department before it is submitted to the dean of the Graduate School.

- **The "W" Grade.** A "W" grade indicates a course has been dropped between the dates specified in the "Academic Calendar." In extraordinary cases, the dean of the Graduate School may authorize a resignation and/or dropping of a course after the last date specified.

The policies and procedures of the University governing grade appeals are described in the section concerning University regulations.

Pass-Fail Option

With approval of the student's major professor, department chair, instructor of the course involved, and the dean of the Graduate School, a graduate student may register on a pass-fail basis for courses not included in the major or minor requirements. The deadline for changing from pass-fail grading to letter-grading, or vice-versa, is the last day for adding courses for credit. If the student's major department agrees, graduate courses passed with a grade of "P" may be offered for degree credit, but the grade will not be considered in computing the gpa.

For graduate-credit courses, a grade of "P" will be assigned *only* if the work is of at least "B" quality. A grade of "F" in a pass-fail course will be treated as any other "F." Some departments have designated certain research and seminar courses to be taught on a pass-fail basis. All students enrolled in these courses will be graded in this manner.

Grade Requirements

Good Standing • Graduate students are considered to be in good standing, making satisfactory academic progress, if they earn a 3.00 cumulative average on all graduate course work taken within the LSU System and a 3.00 semester average on all course work (undergraduate and graduate), and if they earn a grade of "S" in research.

Probation and Dismissal • A student whose cumulative average is below 3.00 and/or whose semester average in both graduate and undergraduate course work is below 3.00 will be placed on probation, except that a student whose semester and/or cumulative average is as low as 2.75 may be dropped from the Graduate School without having a probationary period. A student already on probation whose cumulative and/or semester average is below 3.00 will be dropped from the Graduate School. A student receiving a "U" in research will be placed on probation. A student receiving a second "U" in research may be dropped from the Graduate School. For these purposes, a summer term is counted the same as a regular semester. (Rules governing students admitted on probation are given in the "Admission and General Information" section.) The grades recorded determine the student's academic status, even if the student changes to a different graduate degree program.

Students who have been dropped from a graduate degree program and are ineligible to continue in the Graduate School may not reapply as a nondegree student.

Applicants admitted on probation and students placed on probation may not be appointed to a graduate assistantship. (Refer to PS-21 for further details concerning assistantships and students on probation.)

Academic Dishonesty • Academic integrity and honesty must be fundamental qualities of any graduate student's program and a graduate student's conduct must be above reproach. Academic dishonesty undermines the entire academic enterprise; as a result, it cannot and will not be tolerated. It is the responsibility of all students to familiarize themselves with the *Code of Student Conduct* and other University rules and regulations governing student conduct and activities.

The Office of the Vice Chancellor for Student Life & Academic Services has administrative responsibility for coordinating all University disciplinary procedures and practices.

Graduation • To receive a graduate degree, students must be enrolled for the semester, have at least a 3.00 cumulative average on all graduate course work taken that is applicable to the degree program and on all graduate course work taken while registered in the Graduate School. "S" and "P" grades are not considered in determining whether this minimum level of performance has been achieved. A maximum of six credit hours of course work with a grade of "C" may be counted toward degree requirements.

GRADUATE REGISTRATION

Specific registration dates are announced in the "Academic Calendar" for each semester or summer term. Instruction in the mechanics

of registration will be published in the *Schedule of Classes* each semester.

COURSE LOADS

Any graduate student who is utilizing University facilities and/or faculty time must register for an appropriate course load. Graduate students engaged in the writing or the defense of theses/dissertations are expected to register for research hours commensurate with the amount of University resources (faculty time, equipment, library facilities, and/or office space) to be utilized that semester. There is a continuous registration requirement for doctoral students who have passed the general examination.

Full-Time Study in Graduate School

It is expected that a full-time graduate student will register for at least nine semester hours of work in the fall and spring (six hours in the summer).

Graduate students may, with prior written approval of the dean of the Graduate School, receive credit for work taken concurrently at another university. For example, LSU has a cooperative program with Southern University and some cooperative graduate programs with other universities in Louisiana.

Course Loads of Graduate Assistants

Graduate students holding graduate assistantship appointments must meet certain minimum registration requirements. Such students are expected to register for a full load (i.e., nine hours in the spring and fall, at least six of which must be at the graduate level, and six hours in the summer, at least three of which must be at the graduate level) each semester until all degree requirements are completed.

Course Loads of Graduate Students Taking Examinations

Students must be registered for a minimum of *one to three semester hours of credit* during any semester in which they are taking the master's final or doctoral general examinations, including the qualifying examinations required by some departments. For doctoral students who have completed the general examination, see the section, "Continuous Registration Requirement."

Course Loads of Full-Time Faculty and Other Academic Employees

A member of the faculty with the rank of assistant professor or above may register for a maximum of four semester hours of credit each semester or summer term, provided written approval has been given by the department chair and the dean of the college or school in which the faculty member is employed. Full-time instructors and associates may carry a maximum of four semester hours of course work at the 7000 level or six semester hours (four during the summer term) at the 4000 level.

Course Loads of Part-Time Faculty and Staff

Persons employed by the University for half-time or less may register as full-time

graduate students. Persons employed more than half-time by the University should not register as full-time graduate students. The maximum load permitted will depend on the extent of employment. Written permission to register as a full-time student must be obtained from the graduate dean upon petition from the student's advisory committee. Audits are not counted in the permitted load.

Registration of Employed Persons

The sum of the fraction of full-time registration and the fraction of full-time employment of nonacademic LSU employees should not exceed one and one-half. Written permission to exceed this registration/employment sum must be obtained from the graduate dean upon petition by the student's advisory committee.

Registration for "Degree Only"

Students who have completed all degree requirements, including final examinations taken in a previous semester, may register for "degree only" and pay only the graduation fee, if their theses or dissertations are approved by the Graduate School on or before the last day to add courses for credit. Eligible students must submit an application for degree and inform the Graduate School of their intent to register for "degree only." Non-thesis students may also register for "degree only" provided all degree requirements are met in a previous semester.

Registration of Candidates for Degrees

Students expecting to receive their degrees in the current semester must be registered for course work or research hours unless they qualify to be registered "degree only" (see above). Eligible students must submit an Application for Degree by the published deadline.

Adding or Dropping Courses

A course may be added or dropped only in accordance with the dates indicated in the "Academic Calendar." During the drop/add period, the student will initiate the action using the online registration system, or PAWS. A change from credit to audit is treated as a drop and add action. Students changing a course from credit to audit must submit an audit form to the Graduate School.

Auditing Courses

Regularly enrolled graduate students may audit courses with the consent of individual instructors and the graduate dean. Auditors will not receive degree credit for courses audited, nor will they later be permitted to take a credit examination on work audited. However, courses previously audited may be later taken for credit. Audited courses do not count in total course loads and are not recorded on official transcripts.

CHANGING DEGREE PROGRAMS

A student in one degree program who wishes to change to another degree program or a student who completes a degree and wishes to pursue another degree program must obtain

the approval of the Graduate School and of the department in which admission is sought. A "Request for Change of Department" or "Request for Dual Degree" form may be obtained from the Graduate School. Students who wish to pursue a different degree in the same department must obtain approval from the department; the department must notify the Graduate School in writing of such a change. Doctoral students should contact the Graduate Records Office for information regarding changing degree programs.

RESIGNATION FROM THE UNIVERSITY

Dropping an entire course load constitutes resignation from the University for that semester. A graduate student who wishes to resign must first secure approval of the dean of the Graduate School. A resignation must be completed within 10 days of the date approved by the dean. Completion of resignation involves clearance through certain administrative divisions of the University as shown on the resignation form provided by the Graduate School. A student who abandons courses without resigning will receive a grade of "F" in each course.

INTERINSTITUTIONAL COOPERATION

Academic Common Market

Thirteen southern states, including Louisiana, participate in the Academic Common Market, an interstate agreement for sharing uncommon programs. Residents of these states who are accepted for admission into selected out-of-state programs can enroll on an in-state tuition basis.

To enroll as Academic Common Market students, applicants must be accepted for admission into a program to which their state has made arrangements to send its students, and obtain certification of residency from the Common Market Coordinator in their home state. Applications for admission should be made directly to the institution offering the program. Additional information about the Academic Common Market and programs available at in-state tuition rates for residents of Louisiana can be obtained from the Office of the University Registrar.

Cooperative Program with Southern University

See the section, "LSU—Southern University Cooperative Programs" for information about this program.

Multicampus Registration • LSU System

With appropriate approval, LSU graduate students may take courses for resident credit at the University of New Orleans or the LSU Medical Center in New Orleans. Fees paid at LSU will be for the number of hours to be taken at LSU plus the number of hours to be taken at one of these other campuses in the LSU system.

An application for multicampus registration may be obtained from the LSU Office of the University Registrar or the Graduate Records Office. In order to prevent

delay in registration, this form should be submitted at least two weeks before the scheduled time of registration. Approval for multicampus registration must be obtained from the student's major department, the LSU Graduate School, the LSU Office of the University Registrar, and the dean of the college and registrar of the other campus.

Cooperative Graduate Programs

Several of LSU's graduate degree programs have specific cooperation with other universities in Louisiana. These programs include applied statistics, economics, education, physics, psychology, oceanography and coastal sciences, and systems science. Details and additional information may be obtained from the graduate coordinator in each of these areas.

FOREIGN EXCHANGE PROGRAMS

In order to provide a variety of culturally enriching experiences for its students, the Graduate School has student exchange programs with foreign universities. Additional opportunities for study abroad are available through other campus offices. For more information, contact the Graduate School.

► REQUIREMENTS FOR ADVANCED DEGREES

REQUIREMENTS FOR THE MASTER'S DEGREE

Programs in liberal arts and social sciences ordinarily lead to the MA degree. Programs in other fields usually lead to the MS degree or to specialized master's degrees.

Satisfaction of the minimum requirements of the Graduate School as stipulated in this catalog does not relieve master's students of the responsibility for satisfying any additional requirements deemed appropriate by the graduate faculty of the degree program in which they are enrolled.

Hours Required

The minimum requirement is 30 semester hours of graduate work, 24 hours of which must be in course work and six hours in thesis research. In programs not requiring a thesis, the minimum requirement is normally 36 semester hours. At least one-half of the minimum required credit in the student's master's program must be in courses at or above the 7000 level. Transfer work from other institutions may not be counted toward this requirement. Six hours of thesis credit will be counted as work above the 7000 level. For example, students pursuing a 36-hour nonthesis option will have to complete a minimum of 18 hours in courses numbered at or above the 7000 level. A student's efforts will be concentrated in one major field, but a department may require a minor of six or more semester hours of credit in one or more related fields.

A *maximum* of 12 semester hours of transfer credit from other schools and/or credit

taken while classified as an LSU extension or nonmatriculating student may, in some cases, be used in a master's degree program, if approved by the department chair and the dean of the Graduate School. See "Transfer of Credit" in the "General Graduate School Regulations" section of this catalog.

Application for Degree

Early in each semester or summer term there is a deadline for submitting the "Application for Degree" to the Graduate School. Master's candidates are required to submit the "Application for Degree" cover sheet along with the "Master's Application for Degree" forms. On these forms a student lists all course work taken that applies toward the degree.

Submission of the application carries with it the implication that the student intends to graduate that semester. If circumstances prevent graduation, an updated "Application for Degree" must be submitted to the Graduate School by the designated "Application for Degree" deadline for the next semester in which the student plans to graduate.

Time Limit

Programs for master's degrees must be completed within five years from entrance into a degree program.

Credit for individual courses taken at LSU more than five years before the termination of a program may be revalidated by the student's graduate committee through an examination. This examination may be oral, written, or both oral and written, depending on the requirements of the department concerned. The documentation of such an examination must be signed by members of the committee, the department's graduate advisor, and reported to the Graduate School on the appropriate form before the request for the student's final examination will be approved. No more than 50 percent of the courses in a student's program may be revalidated and counted toward the degree requirements. However, some departments do not revalidate course work. Students should check with the department chair or graduate advisor to ensure revalidation is allowed.

For regulations regarding time limits and eligibility of transfer work, see *Transfer of Credit* in the "General Graduate School Regulations" in this chapter.

The Thesis and the Master's Committee

In most departments, the preparation of a thesis is an important element in the program leading to the master's degree. The master's thesis should demonstrate capacity for research, originality of thought, and facility in organizing materials. The thesis must be acceptable in subject matter and exhibit creditable literary workmanship. At least six semester hours of thesis credit are required for the master's degree with the thesis option. For additional information concerning thesis preparation, consult the pamphlet *Guidelines for the Preparation of Theses and Dissertations*, available at <http://etd.lsu.edu>.

Final acceptance of the master's thesis rests with a committee of three or more members of the graduate faculty, nominated by

the chair of the major department and appointed by the dean of the Graduate School. See the "Faculty" chapter of this catalog for definitions of full, associate, and affiliate members of the graduate faculty.

The major professor, who must be from the major department, is designated as chair or co-chair of this committee. If either is an adjunct or a non-tenure track faculty member is the major professor, a full-time tenured or tenure-track graduate faculty member must co-chair the committee. Other committee members may be from the major department or from other pertinent departments. If there is an external minor, one committee member must represent the minor department. Both thesis and nonthesis committees must include at least one full member of the graduate faculty, and at least one-half of the graduate faculty members must be full-time tenured or tenure-track faculty members at LSU. Any additions to or changes in the make-up of this committee must be approved in advance by the dean of the Graduate School. The dean of the Graduate School may serve as a member of any committee or may appoint additional members.

Nonthesis Programs

Some departments offer optional nonthesis programs for the master's degree. Departmental announcements and the *Graduate Bulletin* indicate whether this option is available.

Comprehensive Final Examination

Candidates for master's degrees in most programs are required to pass a comprehensive final examination. This examination may be oral, written, or both oral and written, depending on the requirements of the department concerned. In nonthesis programs, greater weight is ordinarily given to this examination, and it will probably be broader in scope than the examination given to a student who completes a thesis.

At least three weeks prior to the time this examination is to be given (and by the current semester deadline, if the student is a degree candidate), the student's department should submit to the Graduate School a request for appointment of the examining committee.

Normally, a candidate for the master's degree will take the final examination during the semester in which he or she plans to graduate. If a student wishes to take the final examination at an earlier date, the student's committee must furnish the graduate dean with a sound academic reason for doing so. To be eligible to take the final exam, the student must have a 3.00 cumulative gpa. Examinations may not be scheduled between semesters.

This committee, nominated by the chair of the student's major department and appointed by the dean of the Graduate School, is ordinarily composed of those faculty members who served as the student's thesis committee. For the nonthesis option the committee must consist of three or more members of the graduate faculty nominated by the chair of the major department and appointed by the dean of the Graduate School. At least one member of the examining committee must be a full member of the graduate faculty. The major professor serves as chair of the examining committee. Representatives of the graduate

faculty may be added by the dean.

In order for the student to pass this examination, there may not be more than one dissenting vote. (Dissenting votes, along with assenting votes, must be recorded on the examination cards and the thesis approval sheets submitted to the Graduate School.)

Timely Submission of Approved Theses

Approved theses, including Graduate School corrections, must be submitted to the Graduate School no later than the deadline for submission of approved theses in the regular semester following the final examination. A final examination may be voided by the dean of the Graduate School for failure to submit the approved thesis in a timely manner as described.

Second Master's Degree

Students who wish to obtain a second master's degree from this University must meet all academic and residence requirements set by the Graduate School and the department concerned. A maximum of six hours from the first degree may be applied toward the second. These hours should be listed on the "Application for Degree" for the second master's degree under the section "Transfer or Petitioned Credits."

Accelerated Master's Degree Program

Admission • The accelerated master's degree program is open to superior undergraduate students who have completed at least 60 semester hours of credit (including advanced placement credit) with a gpa of at least 3.50 for all work taken at LSU. (To be eligible, transfer students must have a 3.50 average on all undergraduate work taken prior to attending LSU and must complete at least one semester at LSU with a 3.50 gpa.)

Acceptance into the accelerated program requires approval from the following:

- the chair of the undergraduate department in which the student is enrolled;
- the dean of the college in which the student is enrolled;
- the chair of the department or the coordinator of the interdisciplinary program in which the student proposes to work toward the master's degree; and
- the dean of the Graduate School. The requested approvals will be given as signatures on a form designed specifically for this program.

It is the responsibility of the chair or coordinator of the graduate program to appoint the student's graduate faculty advisory committee.

Other admission requirements for graduate study, such as the GRE and the GMAT, will be waived until the student receives the baccalaureate degree and is ready to enter formally into Graduate School. Until that time, admission into the accelerated program will constitute provisional admission into the graduate program. Students will register as graduate students only after receiving the baccalaureate degree and satisfying departmental and Graduate School admission requirements.

Continuing eligibility for the accelerated master's program will require maintenance of a 3.50 average in all courses that apply to the

undergraduate degree and a 3.00 average in all graduate course work.

Degree and Curriculum Requirements • Students who wish to obtain a master's degree under this program must meet all academic and residence requirements set by the Graduate School and the department concerned. Requirements for the baccalaureate degree will not be affected.

Students may take a maximum of half of the required hours for the master's degree while enrolled as undergraduates. These hours may be applied toward the master's degree provided a gpa of 3.00 is maintained in graduate course work and provided none of these hours apply toward the baccalaureate degree.

A student may wish to apply some graduate course work toward his or her undergraduate degree. In such instances, the graduate committee can alter the distribution of course work and independent study required for the master's degree. No course credit can be applied toward more than one degree.

► REQUIREMENTS FOR THE DOCTOR OF PHILOSOPHY DEGREE

The Doctor of Philosophy (PhD) is the highest earned degree offered by universities. It is conferred only for work of distinction in which the student displays decided powers of original scholarship and only in recognition of marked ability and achievement. Nothing in the following summary of minimum standards should be construed to imply that the degree will be granted merely in recognition of faithful performance of prescribed work. Satisfaction of the minimum requirements of the Graduate School as stipulated in this catalog in no way relieves doctoral students of responsibility for satisfying any additional requirements deemed appropriate by the graduate faculty of the degree programs in which they are enrolled.

The basic requirements are: (1) A student must exhibit unmistakable evidence of mastery of a broad major field. Such evidence is ordinarily provided by passing a general examination; (2) A student must prove ability to complete a significant program of original research by preparing a dissertation embodying creative scholarship and by passing a rigorous final examination. The dissertation must add to the sum of existing knowledge and give evidence of considerable literary skill.

Course Work

While the degree of Doctor of Philosophy cannot be earned solely by passing courses, the program of work prescribed by departments ordinarily provides for a substantial amount of course work, equivalent to three years of full-time study beyond the requirements for the baccalaureate degree. Some departments require considerably more course work.

Although course work requirements are concentrated in the student's major field, a certain amount of work may be required in one or two minor fields. If there is minor course work, the Graduate Council recommends that the minor field requirement include at least one 7000-level course. The course work and the number of hours needed to satisfy the minor field requirement are determined by the graduate faculty in the minor department. All

doctoral programs require approval of the dean of the Graduate School and the Graduate Council.

Program of Study

The Graduate School does not require a formal qualifying examination or procedure for doctoral students, although departments may, if they wish, administer such examinations or procedures. A student is eligible to work toward a doctoral degree beginning with the semester in which he or she is formally admitted into a doctoral program.

After meeting with the student, the advisory committee will be required to submit to the Graduate School for approval a planned "Program of Study" during the first or second semester after the student has been formally admitted. If the student already has a master's degree, the "Program of Study" should be formulated during the first semester; if the student is bypassing the master's degree, formulation may be delayed until the second semester. The advisory committee, which should include at least one representative from the minor field (if appropriate), is not necessarily identical to the student's committee for the general examination.

The suggested general examination committee will be approved at the time the request for the general examination is submitted to the Graduate School.

The student's program of study is subject to Graduate School policy and departmental requirements. Graduate course work taken at another institution with grades of "A," "B," "P," "S," or the equivalent is not subject to the policy on transfer of credit for the master's degree and may be included in the program of study, if accepted by the department and the student's advisory committee.

Advisory Committee

During the entire period of work toward the doctorate, the student's program is directed by a special advisory committee. This advisory committee consists initially of three members of the graduate faculty. After the outlines of the program have assumed more definite form and the direction of research has been clearly established, this special committee is enlarged to four or more members. This enlargement must take place prior to the general examination.

The full advisory committee must comprise at least four members of the graduate faculty, including the major professor, who acts as chair and who must be from the major department. If either an adjunct or a non-tenure track faculty member is the major professor, a full-time tenured or tenure-track graduate faculty member must co-chair the committee.

At least one-half of the graduate faculty on doctoral committees must be full-time tenured or tenure-track faculty at LSU. A minimum of two of those faculty members must be from the major department at LSU and at least one of whom must be a full member of the LSU graduate faculty. The remaining members may be from the major department or may be from outside the department, if pertinent to the student's area of concentration, with the proviso that at least one of the remaining members must be a full member of the graduate faculty.

Any declared outside minors require

representation, either from among the first four members of the committee or by additional appointments. The dean of the Graduate School may serve as an *ex officio* member. Members of the special advisory committee are nominated by the chair of the major department and appointed by the dean of the Graduate School, who may make changes deemed desirable.

In addition, the dean of the Graduate School appoints a member or members of the graduate faculty to serve on doctoral general and final examination committees. These individuals represent the dean and the entire graduate faculty. They are full voting members of the committee, with all the rights and responsibilities of the other committee members. In the case of final examinations, it is the responsibility of the department chair to ensure that the dean's representatives receive copies of dissertations as soon as possible, and no later than two weeks before the date of the examination.

Full-time Residence Requirement

One full academic year of continuous residence (two consecutive semesters: fall and spring or spring and fall) as a full-time graduate student must be earned at LSU after the "Program of Study" is received by the Graduate School. If the "Program of Study" is received in a semester (on or before the date specified in the "Academic Calendar") and the student is enrolled full-time, that semester may be counted as the first of the two consecutive semesters of full-time residence required.

Students who are in residence for the purpose of this requirement are devoting essentially all of their energies to graduate study under the direct supervision of a major professor and an advisory committee.

General Examination

It is in the best interest of students for those with high probability of continuing successfully toward a doctoral degree be identified as soon as possible. Doctoral students are therefore required to pass a rigorous qualifying examination, or the general examination, within three calendar years (36 months) of their classification as doctoral students, or a period deemed equivalent for part-time students. Exceptions may be made to this policy if a department petitions the Graduate School.

Whether a qualifying or a general examination is used to meet the above requirement, the procedure should be sufficiently rigorous so as to provide reasonable confidence that the student who passes it may proceed successfully to a doctoral degree.

A student becomes eligible to take the general examination after demonstrating to the advisory committee adequate academic and professional aptitudes. Examinations may not be scheduled between semesters. Students on probation will not be allowed to take the general examination. Students must be registered for a minimum of one to three hours of credit during the semester in which they are taking the general examination.

There is no Graduate School requirement

that doctoral students pass a pre-general examination before becoming eligible to take the general examination. However, since pre-general examination requirements may be retained by individual departments, students should check with the appropriate departmental office concerning this requirement.

A request for the general examination must be submitted to the Graduate School by the student's department chair at least three weeks prior to the proposed examination date. This request must state the time and place proposed and the names of faculty members nominated to serve as the examining committee. Under ordinary circumstances, these will be the members of the enlarged advisory committee; one or more representatives of the graduate faculty will be appointed by the dean of the Graduate School. Any additions to or changes in the makeup of this committee must be approved in advance by the dean of the Graduate School. At this time, if there are any changes in the "Program of Study," a "Request for Change in the Program of Study for the Doctoral Degree" form should be completed and submitted to the Graduate School.

The general examination is ordinarily the most rigorous test in the entire doctoral program. In order for the student to pass this examination, there may not be more than one dissenting vote. (Dissenting votes, along with assenting votes, must be recorded on the examination cards submitted to the Graduate School.)

The examination may be oral, written, or oral and written according to the rules of the major department. However, the minor department (if an outside minor has been declared) retains the right to decide the form of its part of the examination. The examination must be comprehensive enough to demonstrate expert competence over broad segments of the major field and a high degree of familiarity with the content of and current progress in one or more minor fields (if appropriate). The general examination should be regarded as the culmination of a student's program in course work. In most cases, the remaining time spent in obtaining the degree is to be devoted to concentrated work on the dissertation and preparation for the final examination. When the general examination is passed, report cards should be completed in duplicate and forwarded to the Graduate School.

Continuous Registration Requirement

Doctoral candidates must maintain continuous registration for a minimum of three semester hours of credit each regular semester (excluding summers) from the completion of the general examination to the end of the semester in which an approved dissertation is submitted to the Graduate School.

The dean of the Graduate School may exempt a student from the continuous registration requirement upon departmental certification that the student is in absentia from the University and is not drawing directly upon University resources. Exemptions are intended to accommodate students whose dissertation research requires extended periods of absence for field work in distant archives and laboratories; exemptions are not intended for

students who have accepted positions as employees in business, industry, or education.

Dissertation

Students who have passed the general examination normally direct most of their energies toward preparation of the dissertation, which must be a contribution to knowledge in the major field of study. The dissertation must demonstrate a mastery of research techniques, ability to do original and independent research, and skill in formulating conclusions that in some way enlarge upon or modify accepted ideas.

The form of the dissertation must be in accordance with the instructions in the pamphlet "Guidelines for the Preparation of Theses and Dissertations," available online at www.gradschool.lsu.edu.

LSU Alumni Association Distinguished Dissertation Award

The Distinguished Dissertation Award, consisting of \$1,000 and a certificate, is presented annually to two doctoral students whose research and writing epitomize superior scholarship. One award is designated for a student in the arts, humanities, or social sciences and one for a student in science, engineering, or technology. The awards are made each spring in conjunction with the Distinguished Research Master Award.

Final Examination

A request for the final examination must be submitted to the Graduate School by the student's department chair at least three weeks prior to the proposed examination date, and by the current semester deadline, if the student is a candidate for a degree (see the "Academic Calendar" for all pertinent dates). This request must specify the major and minor fields (if appropriate), dissertation title, time and place proposed for the examination, and nominations for the examining committee. The examining committee, including the dean's representative, must have copies of the dissertation at least two weeks *prior* to the final examination. To be eligible to take the final exam, the student must have a 3.00 cumulative gpa. Examinations may not be scheduled between semesters.

Permission to hold the final examination will be granted by the dean of the Graduate School only after all the foregoing conditions are satisfied and one academic year has elapsed since the student passed the general examination. "One academic year" in this case is the interval between a general examination held early in one term and a final examination held toward the close of the following term.

The dean of the Graduate School will approve the final examination committee. In most cases, it will consist of the student's special advisory committee or a similarly constituted group, to which one or more additions have been made as representatives of the dean and the graduate faculty. Any additions to or changes in the make-up of this committee must be approved by the Graduate dean in advance of the examination.

Although the final examination is

traditionally conducted as an oral test primarily concerned with the dissertation and related problems, the committee determines procedure and content, which may extend into subject matter related to major and minor fields (if appropriate), even though well removed from topics suggested by the dissertation. In order for the student to pass this examination, there may not be more than one dissenting vote. (Dissenting votes, along with assenting votes, must be recorded on the examination cards and the approval sheets submitted to the Graduate School.)

Timely Submission of Approved Dissertations

Approved dissertations, including Graduate School corrections, must be submitted to the Graduate School no later than the deadline for submission of approved dissertations in the regular semester following the final examination. A final examination may be voided by the dean of the Graduate School for failure to submit the approved dissertation in a timely manner as described.

Application for Degree

Early in each semester or summer term, there is a deadline for submitting the "Application for Degree" to the Graduate School. Doctoral candidates are required to submit the "Application for Degree" form. Submission of the application carries with it the implication that the student intends to graduate that semester. If circumstances prevent graduation, an updated "Application for Degree" must be submitted to the Graduate School by the designated deadline for the semester in which the student plans to graduate.

Certification of Completion of Requirements

Upon timely submission of the "Application for Degree," upon passing the final examination, with not more than one member of the committee dissenting, and upon submitting a dissertation in acceptable form to the Graduate School, the student will be certified to the LSU Board of Supervisors by the dean of the Graduate School as having fulfilled all requirements for the degree of Doctor of Philosophy. This certification takes place at the next commencement, at which time the degree is conferred.

Time Limit

The program for the doctoral degree must be completed within seven years from the time a student is classified as a doctoral student. This time limit may not be exceeded except by special permission of the dean of the Graduate School. No less than one academic year (see "Academic Calendar") may elapse between the passing of the general examination and the completion of all requirements for the doctoral degree.

Requirements for the Doctor of Musical Arts Degree

The Doctor of Musical Arts (DMA) is a professional degree in music. The course work, residence requirements, and examination sequences are similar to those for the PhD degree. Major differences in the two programs are in the dissertation and minor field requirements (if appropriate). For the special admission and course requirements for this degree, consult the School of Music.

FULFILLING DOCTORAL DEGREE REQUIREMENTS	
PROCEDURE	TIME
Submit Program of Study	During the first semester after the master's degree is awarded or during the first full year of full-time graduate study for a student not taking the master's degree.
Satisfy Full-Time Residence Requirement	After submission of "Program of Study." One full academic year of continuous full-time enrollment.
Request General Examination	After completing most course work. Request for the general examination must be submitted to the Graduate School by the student's department chair, at least three weeks prior to the proposed examination date.
Request Final Examination	At least one academic year after passing the general examination. Request for the final examination must be submitted to the Graduate School by the student's department chair, at least three weeks prior to the proposed examination date and by the current semester deadline, if student is a candidate for degree.

► PROFESSIONAL PROGRAMS

The following sections describe two professional programs, in library and information science and in social work, offered through the Graduate School, as well as the professional DVM program offered through the School of Veterinary Medicine. A complete list of degree programs offered through the Graduate School is provided earlier in this chapter. For detailed descriptions of the various graduate programs, see the *Graduate Bulletin*.

SCHOOL OF LIBRARY & INFORMATION SCIENCE

OFFICE • 267 Coates Hall
TELEPHONE • 225-578-3158
FAX • 225-578-4581

The School of Library & Information Science provides education for careers in all types of libraries and information centers leading to the master's degree (MLIS) and the Post-Masters Certificate in Library and Information Science (PMLC). The School's master's degree is accredited by the American Library Association, and the School is a member of the Association for Library and Information Science Education.

A broad general education is the best preparation for library and information science. Undergraduates are advised to develop strong subject emphases in the areas of their special interests and abilities, since every field of knowledge is useful in the information professions. The school does not require a foreign language for admission; however, course work in one or more foreign languages is advisable for those who expect to prepare for careers in research or technical libraries. Students who expect to become librarians in elementary or secondary schools should plan their undergraduate programs with state teacher certification requirements in mind.

Students working toward the master's degree or the Post-Masters Certificate are enrolled in the Graduate School; therefore, applicants must meet the general Graduate School requirements in addition to the School of Library & Information Science requirements. Application forms may be obtained from the office of the dean. Admission will be based on the candidate's scholastic record and aptitude for a career in the information professions.

Requirements for the Master of Library and Information Science degree are as follows:

- satisfactory completion of a minimum of 40 semester hours (see the "Graduate School Regulations" for rules on transfer credit);
- successful performance on a written comprehensive final examination;
- completion of the degree program in *five* years. (Credit for individual courses taken more than five years before the completion of the program may be validated with the permission of the instructor of the course and the dean, and with approval of the dean of the Graduate School. Requirements for so doing are set by the instructor.)

The Post-Masters Certificate in Library and Information Science is a degree program tailored to the needs of professional librarians

who desire formal education to achieve their career goals. Specializations in library automation, academic library administration, youth services, adult literacy, or collection development will provide in-depth opportunities to individuals already holding the accredited master's degree in library and information science. A minimum of 24 hours of graduate credit is required.

SCHOOL OF SOCIAL WORK

OFFICE • 311 Long Fieldhouse
TELEPHONE • 225-578-1351
FAX • 225-578-1357

The School of Social Work, a professional school within the Graduate School, provides two years of social work education leading to the degree of Master of Social Work (MSW). It also provides the PhD in social work and, in addition, offers an undergraduate minor in corrections as well as other undergraduate courses in social work in cooperation with other colleges of the University.

► *Undergraduate Minor in Corrections* • The *minor in corrections* provides undergraduate students an opportunity to acquire substantive academic emphasis in applied correctional policy and practice. Students minoring in corrections must complete a total of 18 hours. All students must complete 12 hours in SW 3007, 4003, 4022, 4080. The remaining six hours may be taken from SW 2000, 3003, 4020, 4080, 4090, 4099.

The school is a charter member of the Council on Social Work Education and is accredited by its Commission on Accreditation at the master's level. Graduates of the MSW program are eligible for membership in the National Association of Social Workers.

The primary mission of the LSU School of Social Work is to prepare the next generations of highly competent and ethical social work practitioners, researchers, educators, and policy advocates, through our masters and doctoral programs. We dedicate ourselves to the task of providing our various constituents with the knowledge they require to improve and advance professional practice. Embedded within our commitments is a professional dedication to culturally competent practice and service to diverse people and communities, with particular concern for the most vulnerable citizens within our communities, especially the impoverished families of Louisiana. As part of our service mission, we are committed to providing leadership and consultation to individuals and organizations supporting our dedication to constituents. Our mission of engagement in knowledge development and dissemination, advocacy, and service to others reflects a commitment to our core values of social and economic justice, respect for the dignity and worth of each individual, and the centrality of human relationships to well-being.

Master of Social Work • Our mission takes concrete shape in three overarching goals:

- To prepare students for competent, ethically, and culturally appropriate social work practice
- To develop knowledge for the field of social welfare/service through basic and applied research
- To respond to the needs of University and community-based constituents for information supporting practice, policy

formulation, and advocacy for socially vulnerable citizens, especially families and children

Minimum requirements for the MSW degree are as follows:

- 60 semester hours of credit following the prescribed sequence of course work;
- An overall gpa of 3.00 and no grade lower than a "C" in any course applied toward the degree; and
- Satisfactory completion of a thesis or one of the nonthesis options. The MSW degree must be completed within four years of initial registration.

Minimum requirements for the PhD degree are:

- 39 semester hours of course work; and
- Nine hours of dissertation.

Students who receive a baccalaureate degree in social work in a program accredited by the Council on Social Work Education may be eligible for admission into the advanced instruction phase of the MSW program. Such students are normally exempt from taking the foundation courses, with the exception of SW 7010, *Differential Diagnosis*. This course must be taken in the summer session prior to the student's fall start date. They may, however, be required to take additional field internship courses or other course work as deemed necessary.

PhD in Social Work • The program's objective is to provide an advanced interdisciplinary degree that will equip graduates for important roles in policy analysis and development, research, teaching, and the development of new intervention technologies.

Admission to the MSW and PhD programs is granted by the school's faculty on the basis of the applicant's undergraduate record and personal qualifications. No academic credit is granted for work or life experiences. Admission requirements and procedures are described in the *School of Social Work Bulletin* and the *Graduate Bulletin*. Students enrolled in other divisions of the University who have appropriate standing may register for social work courses numbered below 5000 for which they have the specific prerequisites. Graduate students in other departments who have the necessary prerequisites may register for social work courses with the permission of the instructor and the associate dean of the school. They may not register for social work practice or field internship courses.

SCHOOL OF VETERINARY MEDICINE

OFFICE • 1102 Veterinary Medicine Building
TELEPHONE • 225-578-9900
FAX • 225-578-9916

Department of Comparative Biomedical Sciences

OFFICE • 2510 Veterinary Medicine Building
TELEPHONE • 225-578-9889
FAX • 225-578-9895
WEB SITE • www.vetmed.lsu.edu/van

Department of Pathobiological Sciences

OFFICE • 3315 Veterinary Medicine Building
TELEPHONE • 225-578-9684
FAX • 225-578-9701

Department of Veterinary Clinical Sciences

OFFICE • 1823 Veterinary Medicine Building
TELEPHONE • 225-578-9551
FAX • 225-578-9559

The LSU School of Veterinary Medicine admitted its first students to the professional curriculum during the 1973-74 academic year. The original entering class consisted of 36 students, all residents of Louisiana. Class size has increased significantly in recent years.

The school participates in the Southern Regional Education Board's (SREB) program for education in veterinary medicine. Training contracts negotiated through SREB provide a limited number of entering spaces for qualified candidates from Arkansas. A limited number of entering spaces is also allocated for highly qualified nonresident applicants under the school's special admission policy.

The school received full accreditation from the Council on Education of the American Veterinary Medical Association in April 1977, which was reaffirmed in 2002.

The School of Veterinary Medicine offers the professional degree, Doctor of Veterinary Medicine. Interdepartmental Master of Science and Doctor of Philosophy degree programs in veterinary medical sciences are offered through the Graduate School.

THE PROFESSIONAL PROGRAM IN VETERINARY MEDICINE

Admission Requirements

Students contemplating a career in veterinary medicine should acquire a sound foundation in the biological and physical sciences and a general knowledge of the arts and humanities in both high school and college. In addition, they should be motivated by a liking for animals, a sincere desire to serve the public, a propensity for the biological and medical sciences, and a deep interest in promotion of the health of animal and human populations. They must have a high aptitude for scientific study and must possess an excellent moral and ethical character.

Candidates for the Doctor of Veterinary Medicine degree must complete a minimum of

six years of college education. This includes two or more years of preveterinary training and four years of professional training. The preveterinary requirements may be completed at LSU or any other accredited college or university offering courses of the quality and content of those prescribed in the *LSU General Catalog*. (See the section of this catalog titled "College of Agriculture" for the preveterinary medicine curriculum at LSU.)

The minimum requirement of 66 semester hours, including 20 hours of elective courses, may be completed in two years. Successful completion of a preveterinary program does not ensure admission to the school for professional training. Currently, there are more qualified applicants each year than there are spaces available in the entering class. Instruction in the four-year program is available only through the School of Veterinary Medicine at LSU.

Scholastic achievement is measured by performance in the prescribed pre-professional courses. A minimum grade point average of 3.0 ("A" = 4.00) in these courses is required for consideration for admission. A grade of less than "C" in a required course is unacceptable. Physical education activity courses may not be used as electives for meeting pre-professional requirements. Requirements are not waived in lieu of work experience.

Credit earned through advanced standing is acceptable, but is not used in the computation of the grade point average. Evaluation of the applicant's record in the pre-professional program is made in accordance with LSU procedures. Credit is not granted for College Level Examination Program (CLEP) general examinations. Granting of credit for CLEP subject examinations may be considered in those subjects recommended by various departments of the University upon receipt of test scores indicating the student meets the minimum acceptable scores required by those departments.

Admission Procedures

Admission to the School of Veterinary Medicine is granted only for the fall semester of each school year and only on a full-time basis. A prescribed number of student spaces is planned for each class and formal application material with all supporting credentials is required of each applicant. Students admitted and enrolled in the school must be capable of satisfactorily meeting all requirements of the curriculum in veterinary medicine. Eligible candidates are chosen to be interviewed by members of the Faculty Committee on Admissions and Scholastic Standing and are carefully selected to ensure that they are properly motivated, competent to undertake the rigorous courses of professional study, and capable of meeting the demands of a professional career.

The Faculty Committee on Admissions and Scholastic Standing is responsible for determining the application procedure and for selecting the entering class in the professional curriculum. All pre-professional requirements must be completed by the end of the spring semester before fall matriculation in the LSU School of Veterinary Medicine. Formal applications must be submitted no later than October 2, 2008 at noon (EDT). Applications

must be submitted through the Veterinary Medical Colleges Application Service (VMCAS). Along with the VMCAS application materials, a supplemental application must be completed and submitted directly to the School of Veterinary Medicine's Admissions Office, as well as all official undergraduate/graduate transcripts, GRE scores, and letters of recommendation. Please visit the Admissions Office's Web site at www.vetmed.lsu.edu/admissions for greater details on the application process. Students reapplying must submit a completely new application for each application period, including all transcripts, GRE scores, supplemental applications, etc.

Academic and non-academic qualifications are considered in the selection process. Selection for admission is based on the sum of the objective and subjective scores. The exact combination of each component to the total score may vary slightly from year to year and is determined by the admissions committee and the dean.

- An objective score that comprises approximately 65 percent of the final calculation is determined by the gpa in all required courses (approximately 29 percent), the gpa in the last 45-60 hours (approximately 18 percent), and the score on the GRE (approximately 18 percent).
- A subjective score comprises approximately 35 percent of the final calculation and is determined by a review of the applicant's folder (approximately 15 percent), an interview (for Louisiana and Arkansas residents only – approximately 10 percent), and a holistic assessment by the admissions committee.

The objective evaluation is based on scholastic achievement and standardized test scores. Official transcripts of college course grades are examined to determine scholastic achievement. The total objective score is derived from the grade point average on required courses, the grade point average on the most recent 45-60 semester hours of course work, and the results of the GRE. New knowledge, especially in the sciences is accruing at a rapid rate, so if a student has completed the pre-professional requirements several years prior to application, records will be carefully scrutinized. It is advised that all required science courses should be completed within six calendar years immediately prior to application. At least one course in organic chemistry, biology, and physics must be completed within the last six years.

Only animal science, physical science and biological science courses are included in the Required Course gpa. Social science, humanities, business, kinesiology, and any general education courses are NOT calculated into the Required Course GPA, but are still calculated into the Last 45 Credit Hour gpa, except for kinesiology courses.

The subjective evaluation of applicants is based on non-academic qualifications considered relevant to the determination of the applicant's prospective performance in the veterinary medical curriculum and in the practice of veterinary medicine. Motivation, maturity, attitude, interest, and other characteristics will be evaluated for all qualified candidates, along with work experience, familiarity with animals, and reference information submitted in support of

the application. These qualities are evaluated by two separate committees. The first committee reviews the supporting documents (autobiography, letters of recommendation, transcripts, work experience, and familiarity with animals). The second committee evaluates the individual through a personal interview. These appraisals result in an average subjective score which is added to the objective score to produce the total numerical evaluation of the candidate. Through this process, the professional judgment of several faculty members is included in arriving at a final decision of recommended students for the new class. Interviews are not granted to every Louisiana and Arkansas applicant, and only select out-of-state applicants will be invited to interview.

The final decision rests with the dean of the LSU School of Veterinary Medicine. The Faculty Committee on Admissions and Scholastic Standing makes their recommendations to the dean who then finalizes the offers of admission.

Under exceptional circumstances, a limited number of applicants not selected under the above criteria may be admitted. Factors to be considered by the Faculty Committee on Admissions & Scholastic Standing include undergraduate experience, GRE score, advanced academic work, work experience, or participation in special educational programs, as well as those special attributes possessed by the applicant that add to the cultural, educational, and/or geographical diversity of the entering class.

Please visit the School of Veterinary Medicine's Admissions Office Web site at www.vetmed.lsu.edu/admissions for more information on admission requirements, residency, classifications, minimum prerequisites, admissions procedures, statistics, important dates and deadlines, and much more.

Minimum Prerequisites for Admission (66 sem. hrs.)

Pre-veterinary students are encouraged to familiarize themselves with admission requirements for the professional program at the School of Veterinary Medicine. Students should seek knowledgeable pre-veterinary counselors and/or advice from the LSU School of Veterinary Medicine's Admissions Office (admissions@vetmed.lsu.edu) when enrolled in pre-professional programs other than at LSU. A minimum of 66 total semester hours is required for consideration for admission into the professional DVM program. This must include the 46 semester credit hours of the courses listed below. More specific details regarding course descriptions can be found at the School of Veterinary Medicine Admissions Web site at www.vetmed.lsu.edu/admissions.

Biological Science, 12 sem. hrs. • Must include at least eight sem. hrs. (two-semester course sequence with laboratory) in introductory zoology or general biology at a level appropriate for premedical students. Must also include at least four sem. hrs. (one-semester course with laboratory) in microbiology at a level appropriate for pre-medical students. *LSU courses*—BIOL 1201, 1208, 1502, 1509, and 2051.

General Chemistry, 8 sem. hrs. • Must include laboratory and must be at a level for science or engineering majors. *LSU courses*—

CHEM 1201, 1202, 1212.

Organic Chemistry, 3 sem. hrs. • Must cover aliphatic and aromatic compounds with an emphasis on the biological aspects of organic chemistry. *LSU course*—CHEM 2060.

Biochemistry, 3 sem. hrs. • Must include three sem. hrs. of basic concepts and an introduction to the nature and physiological uses of natural substances. *LSU course*—BIOL 2083.

Mathematics, 5 sem. hrs. • Must be at the college algebra/trigonometry level or higher. *LSU courses*—MATH 1020/1021, 1022. Students who qualify for more advanced math may substitute MATH 1023 (5 sem. hrs.) for 1020/1021 and 1022.

Physics, 6 sem. hrs. • Must be at a level for science majors and must include mechanics, heat, sound, light, electricity, magnetism, and topics in modern physics. *LSU courses*—PHYS 2001, 2002.

Communication Skills, 9 sem. hrs. • Must include six sem. hrs. of English composition and three sem. hrs. of a public speaking or interpersonal communication course. *LSU courses*—ENGL 1001, 1002 and CMST 2010 or 2060.

In selecting the remaining required courses for admission to the professional program, applicants should consider the following:

- The objective of the DVM program is to offer a well-rounded curriculum in veterinary medical education enabling the graduate to select from a wide range of professional opportunities. The selection of elective courses in the preprofessional curriculum should reflect the interests and objectives of the candidate. Potential applicants should plan their programs with the recognition that these elective courses provide the only formal opportunity in the college years to obtain a broad general education.
- Applicants who have completed advanced preparatory courses in high school are, in all probability, qualified to complete the prerequisites in four semesters. These students are encouraged to take higher level university courses when so permitted. Applicants who are inadequately prepared may find it advantageous to complete the preveterinary requirements over a longer period.
- Although the primary objective of the applicant may be to complete the preveterinary requirements, those who have not previously obtained a baccalaureate degree are encouraged to plan for alternative career possibilities though a degree-granting program that has similar course requirements. Several LSU curricula include all of the minimum mandatory requirements. Many other curricula that do not specify all of the requirements allow them as electives. Because not all applicants will gain admission to the School of Veterinary Medicine on the first attempt, they should continue in degree programs while making themselves more competitive in subsequent years. Some students may elect to complete a baccalaureate degree in order to pursue graduate training during the first and second summers of the professional program.
- Since applicants must take the GRE in the fall preceding application or earlier, those students following a four-semester program

must complete this test only four weeks after beginning the sophomore year. Appropriate preparation and the selection of a curriculum that contributes to an acceptable score are strongly suggested.

Students who are enrolled at accredited institutions other than LSU must determine that courses taken conform in content and quality to descriptions contained in the latest issue of the *LSU General Catalog*, which can be obtained upon request from the LSU Office of the University Registrar (\$3 per copy). If there are any questions regarding equivalency of courses, please contact the School of Veterinary Medicine's Student Affairs Office by e-mail (admissions@vetmed.lsu.edu) or telephone (225-578-9538).

All requirements must be completed by the end of the spring semester of the year in which admission is sought. All application materials must be received by the appropriate deadlines. Application materials received after the given deadlines will not be accepted, and will result in the applicant being removed from consideration. Please visit the School of Veterinary Medicine's admissions Web site at www.vetmed.lsu.edu/admissions for application deadlines.

Information concerning LSU's preveterinary medicine program is contained in this *LSU General Catalog* or may be obtained from the dean of the College of Agriculture.

THE GRADUATE PROGRAM IN VETERINARY MEDICINE

The consolidated program in veterinary medical sciences provides graduate academic training in veterinary medicine. It includes intensive research training in various specializations. Most students engaged in advanced studies in veterinary medicine will have received the DVM degree and elected to pursue intensive postdoctoral training in one or more of the disciplinary or specialty areas of veterinary medicine.

THIS PAGE INTENTIONALLY LEFT BLANK
