

# Chapter 16 – Graduate Professional Studies

The University awards masters degrees and offers programs for the educational administrative/supervision license and elementary, secondary and special education teaching licenses. Master degree requirements may or may not include a thesis.

- Master of Accountancy (M.Acc.)**
- Master of Business Administration (M.B.A.)**
- Master of Arts (M.A.) in Professional Communication**
- Master of Education (M.Ed.)**
- Master of Fine Arts (M.F.A.) in Arts Administration**
- Master of Science in Forensic Science (M.S.F.S)**
- Master of Public Administration (M.P.A)**
- Master of Science in Sports Conditioning & Performance (M.S.S.C.)**
- Master of Social Work (M.S.W.)**  
**(University of Utah Degree at SUU)**

Website: <http://www.suu.edu/graduateschool>

University Advisement for Graduate Students Who Are Pursuing a Graduate Degree:

MAcc	David Christensen	(435) 865-8058
MBA	Alan Hamlin	(435) 586-5417
MA	Suzanne Larson	(435) 865-8105
MEd	Katy Herbold	(435) 586-1915
MFA	Matthew A. Neves	(435) 586-7873
MSW	Scott R. Sorensen	(435) 865-8261
MSFS	William Johnston	(435) 586-1967
MPA	John Howell	(435) 865-8093
MSSC	Rick Lambson	(435) 586-7822

## GRADUATE ADMISSION

### Steps for Admission

1. Apply to the University. Applicants for graduate study who hold baccalaureate degrees from accredited institutions must first apply to the University. Applicants should submit an application for admission and an official transcript for each institution attended to:

SUU Graduate Programs Admissions Office  
351 West University Blvd.  
Southern Utah University  
Cedar City, UT 84720

Graduate applications can be found on-line at:

<https://secure.suu.edu/prostu/apps/MastersApplication.html> Applicants must be eligible for readmission at the last school attended. A non-refundable processing fee must accompany the application.

2. Review Specific Graduate Program Requirements. General requirements for admission to an SUU graduate degree program are as follows:

- a baccalaureate degree that will be completed before matriculation in the graduate program
- a 3.0 or higher grade point average on the last 60 semester or 90 quarter credits
- appropriate admissions test
- three letters of recommendation

Each academic unit or department offering graduate degrees has written policies and procedures governing admission to its programs. These include the policies and procedures for accepting or denying admission and other information relevant to the admissions process. All requests for specific academic program information, including

admission requirements, should be directed to the department or other academic unit housing the degree program.

3. Complete Necessary Admission Exams. Take the Graduate Record Exam (GRE), Millers Analogies or, if applicable, Graduate

Management Admissions Test (GMAT) as appropriate and ask that scores be directly submitted from Educational Testing Service (ETS) to the appropriate department at SUU. Applicants to certain programs must submit scores from the appropriate subject test of the GRE. Check with your department for this requirement.

### Returning Student Policy

1. Students may “stop-out” for up to three semesters without submitting a new admissions application and appropriate documents.
2. The student must be in good standing (eligible to return) at SUU and at any institution attended since the last period of enrollment at SUU.
3. If the student has attended another institution since the last period of enrollment at SUU, official transcripts must be forwarded directly to the SUU Admissions Office by the Registrar of the other institution(s).

### Undergraduate Preparation, Prerequisite Courses and Departmental Requirements

1. Undergraduate preparation of candidates for a master degree will correspond to requirements for the same or a similar baccalaureate degree at SUU. Candidates lacking such preparation may be required to complete additional coursework.

2. Each applicant for admission to graduate study should consult the portion of the catalog that deals with the academic program the student wishes to pursue. Additional evidence may be required by individual colleges and/or departments. Each applicant should make an appointment with the appropriate college official to plan an individual program.

### International Student Admission

International applicants must satisfy all University and College requirements for admission that apply to U.S. citizens. In addition, applicants are required to:

- Provide a professional transcript evaluation for all students who have attended a college/university outside the United States.
- Furnish evidence of proficiency in English. This will generally be accomplished by submitting scores on the Test of English as a Foreign Language (TOEFL). A score of 500 (CBT- 173) is required unless higher scores are specified by the College or department.
- Complete the Certification of Financial Responsibility form, provide evidence of sufficient financial resources and the exact amount expected from each source of income (this is required for students who need a Student Visa).
- Submit a Health Form to the Wellness Center attesting to the good health and current immunizations of the applicant, with proof of major medical insurance coverage.

International students on F-1 or J-1 visas are not eligible to enroll as non-degree-seeking students. Students on F-1 visas are required to register for a full-time course load.

### Exceptions, Waivers and Appeals

#### Admission Appeals

An applicant who has been denied admission to graduate study at SUU may request reconsideration by writing to the University within 30 days of the date of denial. Requests should be sent to the Graduate Council and should include the reasons for requesting reconsideration. Supporting materials and information justifying the request should be

supplied. The applicant will be provided timely notification of this determination.

### Conditional Admission

Applicants who do not meet all departmental admission criteria or who meet quantitative criteria but lack an appropriate undergraduate course background may be admitted for up to one year on a conditional basis. By (or before) the end of the conditional admission, the department must notify the Admissions Office of the final action to be taken on the student's admission, either fully accepting the student or dropping the student from degree-seeking status.

### Applicants and Students with Disabilities

Students with disabilities may contact the Disability Support Center for assistance. The Center may, at its discretion, based upon the facts of a particular situation, authorize accommodations, auxiliary aids, or services for temporary disabilities.

### Transfer of Graduate Credit from Other Institutions

Up to 12 semester graduate-level credits from an accredited university may be transferred to a graduate program at SUU. All transfer credits must be evaluated as graduate credits by the major department, be approved by the major college/school, have been completed with grades of B or higher, and have been completed within the six years preceding admission to the program.

### Recency of Credit

No credit that is more than seven years old at the time the degree is awarded may be counted toward a graduate degree at SUU. Credits transferred into, or applied to, an SUU program are considered as earned in the first semester of enrollment.

### Classification of Residency

For the purpose of assessing registration and tuition fees, a student is classified as a Utah® or Non-Utah® student. Additional information on Utah residency may be obtained from the admissions office. Residency status is determined at the time of application.

## GRADUATE DEGREE REQUIREMENTS

### First Master Degree

- A minimum of 30 credits is required for any master degree.
- At least two-thirds of the credits in any master degree program (including thesis or project) must be designated as 6000-level courses, or above, or meet departmental approved standards. The student's department chair or designee must approve other courses.
- A minimum cumulative grade point average of 3.0 is required on all work completed in a graduate program.
- If a thesis is required that deals with research involving any federally mandated compliance issues, approval by the appropriate dean or designee must be received prior to any collection of data. All students conducting human subjects research are required to comply with policies and procedures of the Institutional Review Board on Human Subject (IRB) before they may begin data collection on their study. Students should consult that portion of the catalog dealing with his/her chosen program for any special or additional requirements for the graduate degree sought.

### Second Master Degree Requirements

A second master degree may be earned at SUU. Students should consult the sponsoring department for details. A second degree represents additional College work in residence and until all of the requirements of the College awarding the degree have been fully met.

### Residence Requirements

The number of hours taken in residence will be determined by the college/school offering the degree.

## STUDENT ADVISEMENT

### Academic Advising

Upon entry to a graduate degree program, each student will be assigned an advisor by the department chair or program director. Initial advisement will focus on determining deficiencies, requesting transfer credit where applicable, and establishing a proposed program of study (academic plan). If applicable, the advisor should be succeeded by a supervisory or research committee, as defined below, as soon as possible.

## ACADEMIC POLICIES AND REGULATIONS

### Continuous Enrollment

Unless otherwise exempted by the college/school dean, depending on program requirements, graduate students may be required to enroll for at least one credit during at least two consecutive semesters (fall, spring, or summer) or at least two consecutive summer sessions in order to remain eligible for the degree. Students should consult their department for more information.

### Grading System

The grading system for graduate students is the same as the undergraduate grading system. SUU has a plus/minus (+/-) grading system. However, at the graduate level, the grades of A through C and P are passing grades. The grades of C+, C, while considered passing for graduate students, may be indicative of unsatisfactory work and may not be accepted for some programs. The grades of C-, D+, D, D-, and F, are failing grades. In extraordinary circumstances, the faculty may record "I" or "T", which will appear on the transcripts until the situation is resolved. No credits are earned in courses in which grades of F, W, UW, I, T, AU are received.

All thesis grading will be Pass (P)/Fail (F). Students who register for a course but fail to meet the course requirements, without officially dropping the course, will receive a grade of UW in the course. See Add/Drop section. Please refer to the catalog Grading section for further information (Chapter 5).

### Satisfactory Academic Performance

Continuation in a graduate program at SUU requires satisfactory progress toward a graduate degree. Evidence of such progress includes, but is not limited to, maintenance of at least a 3.0 cumulative GPA throughout the course of graduate study.

### Academic Appeals/Exceptions to Policies and Procedures

Students have the right to appeal decisions that affect them academically according to established University policies and procedures. Exceptions to graduate policies and procedures must be approved by the college/school dean and in some cases the Provost. The student may contest a ruling by submitting an appeal to the University Graduate Council for final review through their college/school's representative.

## REGISTRATION AND RECORDS

### Registration for Entering Degree-Seeking Students

New graduate students may register during the registration period by internet, telephone or in-person. Qualified seniors may enroll in graduate courses for no more than six credit hours before they graduate.

### Course Load

Students are considered full-time if they are registered for a minimum of nine (9) semester hours of course work. Students who drop courses during a regular semester and reduce their registration below 9 semester hours will be regarded as part-time students. Graduate students in good standing may enroll in up to 15 credit hours during each semester and up to 12 credit hours during the summer session (including Maymester). Graduate students on probation are limited to

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nine (9) credit hours per term including summer and are prohibited from taking Maymester courses.

### Transcripts

Transcripts of a student's SUU academic record are available from the Registrar's Office upon written request from the student. Transcripts will be released to the student or sent to a designated address. There is a fee for an official transcript. Please note that transcript processing can take 2-4 days.

## AWARD OF DEGREE

### Graduation Procedure

Students are responsible for meeting all degree requirements. Each student who plans to graduate is required to submit to the Registrar's Office an Application for Degree form. This form, supplied by the Registrar's Office, must be submitted before the deadline stated in the Academic Calendar. A \$15 fee is charged for applying for graduation. The Application for Degree form must be signed by the academic advisor or program designee prior to being submitted to the Registrar's Office.

### Conditions and Timetable for Graduation

Formal course work for a master degree should be completed in a timely manner within limits set by each degree program. Students are urged to form their thesis or project committees as early as possible. SUU will confer the master degree when the following conditions have been met:

- 1) submission of the required application for degree
- 2) positive recommendation of the faculty of the college or program awarding the degree
- 3) certification by the academic dean that all requirements of the degree being sought have been completed
- 4) achievement of the grade requirements as defined by the department
- 5) satisfactory completion of a project or thesis, if required, and submission of one copy of the approved thesis to the dean by the date specified in the academic calendar. After approval by the dean, three final, approved copies of the thesis with the appropriate paperwork and fees, one week before the date of graduation.

The Registrar will promptly notify the candidate and the college or school if graduation is not approved for any reason.

## FINANCIAL ASSISTANCE OPPORTUNITIES

Various forms of financial aid, including federal work study, are available to students in SUU graduate programs. Information can be obtained from the department or academic unit, and the Office of Financial Aid.

## STUDENT RESPONSIBILITY AND DISCIPLINE

Utah's universities are dedicated to the intellectual, social and moral development of students in order to provide responsible leaders who can work effectively in a democratic society. Under the authority granted by the Utah State Board of Regents, universities have the right and responsibility to determine: who will be admitted to the institution, student conduct or behavior acceptable to the institution, and under what conditions one may continue as a student. As a condition for admission to one of the state universities, students agree to abide by the policies and regulations of the institution.

The President of the University or his designee has responsibility for student conduct and discipline. Every student is subject to federal and state law, respective county and city ordinances, and all University rules and regulations. Violations of these laws, ordinances, or rules and regulations may subject the violator to appropriate disciplinary action by University authorities. The President has the authority, after notice to the student of the charges and a hearing thereon, to expel or otherwise discipline any student who shall be found to have violated a rule or regulation of the Regents or the University or any law or

ordinance. The President will have the authority to order any student to cease and desist any activity which in his/her judgment disrupts the orderly operation of the institution. Any student failing to abide by the cease and desist order will be subject to suspension, pending a hearing.

The conviction of a student for a criminal offense of a kind that interferes with the educational or orderly operation of the University or of a kind that, if the student were allowed to remain enrolled, would endanger the health, safety or property of members of the academic community, will be sufficient grounds for expulsion or other disciplinary action against such student.

Except as provided above, in all student violations of non-academic rules and regulations, a student will be afforded adequate notice of charges, a reasonable time to answer, a fair and impartial hearing and a decision. The final administrative appeal will be to the President or approved designee who may make or accept determination of punishment.

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## GRADUATE BUSINESS STUDIES

**Dean:** Carl R. Templin  
Business 303 ~ (435) 586-5401

**Advisors:** David Christensen (435) 865-8058 (MAcc)  
Alan Hamlin (435) 586-5417 (MBA)

### Graduate Faculty

*Professors:* Gerald Calvasina, David Christensen, Alan Hamlin, Tim Lewis, David Rees, Carl Templin; *Associate Professors:* Jeffrey Barnes, Roy Johnson, Wayne Roberts, David Tufte, Denise Woodbury; *Assistant Professor:* Robin Boneck

### Degrees Offered

- Master of Accountancy (MAcc)
- Master of Business Administration (MBA)

\*\*Graduate Business Programs accredited by AACSB.

## Requirements for Admission into School of Business Graduate Programs

Admission to the SUU School of Business graduate programs is based upon adequate academic preparation. It is necessary to have obtained an undergraduate degree in a business field, or prove competency by satisfying the foundation courses prior to admittance into either graduate program. Students taking the foundation courses must obtain a 3.0 GPA for consideration into the program or are subject to review by the SUU Business Graduate Committee. Similar course content will be reviewed for equivalencies, as determined by the graduate admissions committee. Necessary foundation courses vary between the two masters programs (see advisor for details).

Acceptance to either program will depend on undergraduate GPA and GMAT/GRE test scores and other factors. **Applicants with an undergraduate degree from a nationally accredited business program (ACBSP or AACSB) and with a GPA greater than or equal to 3.5 in the last 60 hours are not required to submit GMAT scores.** Applicants from a non-accredited business program will be evaluated on a case-by-case basis.

Students are encouraged to complete an application for either graduate program by March 31. Students who do not qualify for the GMAT/GRE waiver must submit GMAT/GRE scores with the student's application file for consideration. Applicants are required to complete a Graduate Application and return it along with the following items:

- (1) A non-refundable application fee

(2) An official transcript from each college or university previously attended. The transcript must be sent directly to the SUU Admissions Office

(3) Three letters of recommendation for non-SUU students

SUU students with a GPA of 3.0 or better may be allowed to take up to 6 credits in either the MAcc or MBA program. This allowance will require that the student is concurrently enrolled in their remaining baccalaureate program courses.

## Master of Accountancy (MAcc)

### Mission Statement

The mission of the Accountancy Program in the School of Business at Southern Utah University is to achieve excellence in accounting education through teaching, research, and service. The program endeavors to provide high-quality accounting preparation for professional careers to students, to make intellectual contributions to the field of accounting through the dissemination of research, and to provide service.

The primary mission is to provide high-quality accounting preparation for professional careers in public accounting, industry, and other organizations. The undergraduate program is devoted to providing basic accounting and business knowledge and skills, along with general education, needed for career development. The graduate program provides greater breadth and depth in accounting and other business disciplines to further develop the knowledge and skills to enter professional accountancy and related business careers. The fostering of an active student accounting organization is fundamental to the career development process.

Intellectual contributions to the field of accounting are secondary, but fundamental to the mission of the program. These include the dissemination of the results of accounting and pedagogical research, and the development and use of relevant accounting textbooks, case studies, and other instructional materials. The program seeks to address contemporary problems faced by the accounting profession, accounting education, or management primarily to enrich the educational experience of students in the classroom, and to advance knowledge.

Tertiary, but also fundamental to the mission of the program, is service to the University, the accounting profession, and society in general. Service is provided through participation in university committees, professional organizations and seminars, sponsoring student organizations, and consulting activities. In addition to assisting others, service experiences develop the knowledge and skills of those who serve, and provide relevant, practical examples for use in the classroom.

### Master of Accountancy Program

#### Learning Objectives

1. Develop the ability to use knowledge from the core areas of accounting.
2. Use quantitative analysis and information technology to support decision making.
3. Effectively communicate accounting information, orally and in writing.
4. Develop interpersonal skills.
5. Develop an understanding of ethics as it applies to accounting.
6. Prepare for a professional career in accounting.

#### Assistantships

Assistantships are financial awards, which are based primarily on GPA and graduate entrance exam scores. If interested, contact the SUU School of Business Dean's Office at (435) 586-5401.

#### Graduation Requirements

All graduate students must complete their program within 6 years of matriculation. Students must have a minimum cumulative GPA of 3.0 in all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be dropped from the program. No grade below a "C" will be counted toward graduation. Any graduate course may be repeated only once.

#### Degree Requirements

Master of Accountancy	
<i>Non-accounting students interested in the Master of Accountancy (MAcc) program will be advised to complete the foundation courses prior to acceptance in the graduate program.</i>	
<i>The graduate program is specific in nature and requires a sufficient background of content for success. It is imperative that the accounting core be completed in its entirety.</i>	
Master of Accountancy Requirements	
Eligible accounting undergraduates (or equivalent) will be encouraged to pursue the fifth-year graduate program in accounting to prepare for the CPA exam. Eligible applicants may pursue the MAcc program in a minimum of two semesters (15 credit hours per semester).	
Master of Accountancy Program (30 hours)	
Course Number and Title	Credits
Undergraduate Business Foundation Courses	
ACCT 2010 Accounting Principles	3
ACCT 2020 Management Accounting	3
ACCT 3350 Business Law I	3
MATH 2040 Business Statistics	4
MGMT 3180 Management and Organizations	3
MKTG 3010 Marketing Principles	3
ECON 2010 Principles of Microeconomics	3
FIN 3250 Managerial Finance	3
Undergraduate Accounting Foundation Courses	
ACCT 3010 Financial Accounting I	3
ACCT 3020 Financial Accounting II	3
ACCT 3100 Accounting Information Systems	3
ACCT 3200 Tax I	3
ACCT 3300 Cost	3
ACCT 3400 Auditing I	3
ACCT 4030 Advanced Accounting	3
ACCT 4200 Tax Research & Advanced Topics	3
<b>TOTAL NUMBER OF UNDERGRADUATE FOUNDATION COURSE HOURS</b>	<b>49</b>
MASTER OF ACCOUNTANCY (30 Hours)	
Required:	
* ACCT 6360 Business Law II	3
ACCT 6400 Auditing II	3
ACCT 6600 Practice and Theory Seminar	3
ACCT 6650 Accounting Ethics Seminar	3

At least 12 additional hours of MAcc courses, with the remainder MAcc or MBA hours.	12
<b>Total Credits</b>	<b>30</b>

## Master of Business Administration Program (MBA)

The Southern Utah University MBA program produces capable business leaders who are prepared with the necessary management and research skills to make high quality business decisions in either an entrepreneurial or staff capacity.

While we provide our MBA students with a solid foundation of human and technical management knowledge and skills, a hallmark of our program is the opportunity for students to pursue projects and mentored study on issues of their own interest. Our commitment to this process of active learning is driven by our desire to produce confident leaders who can think critically, engage in a process of discovery, and implement appropriate policies.

The MBA further supports the vision and mission of the School of Business by increasing the level of academic opportunity for the region, while enhancing the visibility and reputation of the School and University.

### MBA Learning Objectives

1. Develop the ability to use and integrate knowledge from the core areas of business.
2. Communicate effectively, orally and in writing.
3. Develop teamwork and leadership skills.
4. Effectively use strategic analysis and decision-making skills, supported by appropriate quantitative methods and information technology.
5. Develop an understanding of the global, ethical and socio-political context of business.

### Assistantships

Assistantships are financial awards, which are based primarily on GPA and graduate entrance exam scores. If interested, contact the SUU School of Business Dean's Office at (435) 586-5401.

### Graduation Requirements

All graduate students must complete their program within 6 years of matriculation. Students must have a minimum cumulative GPA of 3.0 for all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be dropped from the program. No grade below a "C" will be counted toward graduation. Any graduate course may be repeated only once.

## Degree Requirements

Master of Business Administration	
<i>Students without business degrees are required to complete either the Foundation requirements or the Accelerated MBA Preparatory program and the MBA section. Business-degree students only need to complete the MBA section requirements.</i>	
Course Number and Title	Credits
<b>Undergraduate Foundation Classes (34 hours) (Required for Students Without Business Degrees)</b>	
ACCT 2010 Accounting Principles	3
ACCT 2020 Managerial Accounting	3

ACCT 3350 Business Law	3
ECON 2500 Quant. Methods for Business OR	
MATH 1100 Business Calculus	3
MATH 2040 Business Statistics	4
MKTG 3010 Marketing Principles	3
MGMT 3180 Management & Organizations	3
MGMT 3100 Operations Management	3
ECON 2010 Principles of Microeconomics	3
ECON 2020 Principles of Macroeconomics	3
FIN 3250 Managerial Finance	3
<i>One MBA course prior to completion of pre-requisite work is allowed</i>	
<b>Accelerated MBA Preparatory Sequence (25 hours) (offered as funding permits)</b>	
MATH 1100 Business Calculus or equivalent	3
MATH 2040 Business Statistics - Prerequisite undergraduate	4
ACCT 6000 Foundations of Accounting	3
BA 6010 Legal/Social Environment of Business	3
MKTG 6000 Foundations of Marketing and Market Research	3
MGMT 6000 Foundations of Management & Operations	3
ECON 6000 Foundation of Economics	3
FIN 6000 Foundation of Finance	3
<b>MBA (30 Credits Minimum)</b>	
<b>Required (18 hours)</b>	
ACCT 6100 Advanced Management Accounting	3
ECON 6200 Managerial Economics	3
FIN 6100 Advanced Topics in Finance	3
MGMT 6100 Organizational Behaviors and Issues	3
MGMT 6400 Strategic Analysis	3
MKTG 6200 Marketing Management	3
<b>Electives (Select 12 hours)</b>	
ACCT 6320 Advanced Cost Accounting	3
ACCT 6360 Business Law II	3
ECON 6100 Quant. Methods for Business	3
BA 6100 Advanced Issues in Business**	1-3
ECON 6210 International Economics & Finance	3
MGMT 6200 Negotiations	3
MGMT 6300 HR Management and Law	3
MGMT 6900 Project/Thesis	1-3
Graduate level accounting courses up to 12 hours or Other graduate courses approved by the graduate admissions committee. Must have written proposal & rationale.	
<b>Total Credits (Business degree students [min])</b>	<b>30</b>
<b>Total Credits (Core Competency Option, [min])</b>	<b>64</b>
<b>Total Credits (Accelerated MBA Preparatory Option, minimum)</b>	<b>55</b>

\*\* Scheduled class offerings and individual study

## Master of Arts in Professional Communication (MA)

**Director:** Dr. Suzanne Larson  
 Room: CN 213K  
 Phone: 865-8105  
 Website: <http://www.suu.edu/hss/comm/masters/>

**Faculty:** *Professors:* Suzanne Larson, Stanford P. Gwin, Jon M. Smith;  
*Associate Professors:* Matthew H. Barton, Arthur T. Challis, Lionel A. Grady, Brian Heuett, L. Paul Husselbee.  
*Assistant Professors:* Kevin Stein.

### Degrees Offered

- Master of Arts in Professional Communication
  - Advertising/Public Relations Concentration
  - Interpersonal/Organizational Communication Concentration
  - Mass Communication Concentration

### Program Overview

The SUU Master of Arts in Professional Communication is designed to provide graduate education for people seeking jobs, promotions or increased competence in communication industries — especially those driven by new technologies.

As an applied professional degree, it is sufficiently broad-based to span a variety of professions. It extends SUU's top-quality baccalaureate program in Communication to the managerial level by focusing on career competencies and applied research capabilities.

This is a practice-oriented, applied degree, intended for individuals already working or planning to work in communication fields. Required courses include seminars in communication and media theory, applied research, professional writing, training and consulting, communication ethics, and current issues in communication industries.

### Degree Requirements

The prospective master student must have a bachelor's degree from an accredited institution. The degree need not be in communication. The M. A. degree requires a minimum of 36 semester hours of graduate coursework, applied research competency and a comprehensive final examination. There are ample opportunities also to work in additional research and publishing, and interact with other graduate students. The program culminates in a graduate project, internship or thesis.

### Learning Objectives

1. Develop the ability to research, compile, and present information useful for communication practitioners.
2. Communicate effectively, orally, and in writing.
3. Effectively use the tools for communication research and delivery including different research methods and supporting technologies.
4. Develop effective and ethical communication practices useful for the complex communication situations in society.

### Assistantships

Assistantships are financial awards, which are based primarily on GPA, graduate entrance exam scores, and applicant's skill and professional experience. If interested, contact the SUU Department of Communication Graduate Director.

### Admission Requirements

To be considered for admission to the SUU Master of Arts in Professional Communication, candidates must provide a complete application file. A complete file must include the following:

- A one-page cover letter with a statement of intent and whether the student is seeking a graduate assistantship and is qualified in a specific area
  - Official transcript(s) reflecting an undergraduate GPA of at least 3.0 (Students with lower GPAs may be considered for conditional admission.)
  - Graduate Records Exam score (General Test)
  - Completed application form [www.suu.edu/prostu/gradapply.html](http://www.suu.edu/prostu/gradapply.html)
  - \$40 processing fee (nonrefundable).
  - Writing sample (professional or academic)
  - Three letters of recommendation
- Send applications materials to:  
 SUU Graduate Programs  
 Admissions Office  
 P.O. Box 8008  
 Cedar City, Utah 84720

### Application Deadlines

Applications are accepted year-round. Priority will be given to those applicants who meet the stated deadlines. An acceptance decision will be made upon completion of an applicant's file, and candidates will be notified of admission status in timely fashion. Contact the department for availability of possible alternate deadlines. For additional information about admission requirements, assistantships, and deadlines, contact:

Dr. Suzanne Larson, Graduate Director  
 Department of Communication, SUU  
 351 W. University Blvd., Cedar City, UT 84720  
 Ph: 435-865-8105

Application dates for the Master of Arts in Professional Communication Program are as follows:
<b>July 15 (Fall Semester)</b>
<b>October 15 (Spring Semester)</b>
<b>February 15 (Summer Semester)</b>

### Graduation Requirements

All graduate students must complete their program within 6 years of matriculation. Students must have a minimum cumulative GPA of 3.0 for all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be dropped from the program. No grade below a "C" will be counted toward graduation. Any graduate course may be repeated only once.

### Degree Requirements

Master of Arts Professional Communication	
Course Number and Title	Credits
<b>Core Menu (18 hours)</b>	
COMM 6010 Communication Theory	3
COMM 6020 Introduction to Communication Research	3
COMM 6030 Quantitative Applications for Communication Research	3
COMM 6040 Professional Writing and Communication Technologies	3
And one of the following:	
COMM 6890 Master Capstone Internship	6
COMM 6892 Master Capstone Project	6
COMM 6900 Master Capstone Thesis	6
<b>Advertising/Public Relations Concentration Required Courses (6 hours)</b>	

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COMM 6210 Seminar in Advertising/Public Relations	3
COMM 6220 Applied Audience and Mass Communication Research	3
<b>Interpersonal/Organizational Communication Concentration Required Courses (6 hours)</b>	
COMM 6110 Seminar in Interpersonal Communication	3
COMM 6120 Seminar in Organizational Communication	3
COMM 6115 Applied Research in Relational/Organizational Communication	3
<b>Mass Communication Concentration Required Courses (6 hours)</b>	
COMM 6310 Seminar in Mass Communication	3
COMM6220 Applied Audience and Mass Communication Research	3
<b>Electives: Select from the following courses (12 hours)</b> Students may apply courses listed above from other concentrations to electives. Up to 6 elective credits may be from courses offered in SUU's other master level programs.	
COMM 6000 Graduate Teaching Seminar (only required for GTAs)	1
<b>COMM 6135 Health Communication</b>	<b>3</b>
COMM 6240 Current Issues in Communication (repeatable up to 6 credits with different topics)	3
COMM 6300 Media Ethics and Moral Reasoning	3
COMM 6800 Graduate Readings	1-3
COMM 6850 Individual Graduate Research	1-3
COMM 6891 Graduate Internship	1-3
<b>Total Credits, M.A. degree</b>	<b>36</b>

## Department of Graduate Studies in Education

### FACULTY AND STAFF

**Chair: Katy Herbold**  
OM 214 ~ (435) 586-1915  
Fax: (435) 865-8485

Department Secretary: Debi Smith  
OM 216 ~ (435) 586-7968

Program Specialist: Gina Wood  
OM 203 ~ (435) 865-8383

Program Specialist: Sandy Ward  
OM 213 ~ (435) 865-8759

**Graduate Faculty:** Professors: Verlinda Angell, Bruce Barker, Lee Montgomery, Prent Klag. Associate Professors: Thomas Cunningham, Deborah Hill, David Lund, Kevin Robinson. Assistant Professors: Ward Gubler, Katy Herbold, Tony Pellegrini, Bart Reynolds.

### OVERVIEW

#### DEGREED COURSES OF STUDY

1. Master of Education - 36 credits

#### Emphasis available in:

1. Reading
2. English as a Second Language
3. Technology Education
4. Gifted and Talented
5. Integrated Studies

2. Master of Education with Administrative/Supervisory License - 42 credits
3. Master of Science Sports Conditioning and Performance - 33 credits
4. Master Teacher eAcademy - 36 credits

#### NON-DEGREED COURSES OF STUDY

##### Licensure Programs

1. Utah Administrative/Supervisory License (LEAD)
2. Special Education Mild/Moderate License (SPED)
3. Special Education Alternative License (SEAL)
4. Elementary License for Teaching (ELITE)
5. Secondary License for Teaching (SELCT)

##### Endorsements

1. Reading (also offered as cohort)
2. English as a Second Language (also offered as cohort)
3. Technology Education
4. Gifted and Talented (offered as cohort only) - Pending
5. Math Elementary (offered as cohort only)
6. Level II Math - Pending

#### VISION - MISSION - GOALS

The College of Education's nationally accredited Graduate Studies in Education Program has been specially tailored to meet the needs of educators who desire to advance their educational training and expertise. Because educators are faced with a variety of unique challenges and needs, SUU's Graduate Studies in Education programs provide multiple options to educators who desire to obtain the M.Ed. degree, educational licensure/ endorsements, or become highly qualified in critical areas of need.

##### Vision

The vision of the SUU Department of Graduate Studies in Education is to provide practical and theoretical learning opportunities for educators that enhance their knowledge, skills and dispositions.

##### Master of Education Mission

The mission of the Master of Education degree program is to support the improvement of student achievement in public and private schools by providing advanced degree opportunities founded in theory and practice.

##### Teacher Education and Licensure Program Goals

The goals of the Colleges' nationally accredited Teacher Education Program are to prepare professional educators who are:

- Caring educators
- Competent educators
- Knowledgeable educators

##### Leadership in Education and Administrative Development (LEAD) Mission

The mission of the Educational Leadership licensure program is to provide educational leaders who make student achievement their priority while focusing on the whole child.

### Leadership in Education and Administrative Development (LEAD) Goals

To develop these leaders, the LEAD program focuses on the goal to develop future administrators who are:

- Caring Leaders
- Knowledgeable Instructional Leaders
- Strategic Decision Makers

### NATIONAL STANDARDS

Courses of study within the department of Graduate Studies in Education are aligned to national standards appropriate to the area of study. Among these are:

#### NBPTS Standards:

The Masters in Education Program at Southern Utah University is closely aligned with the standards of the National Board of Professional Teaching Standards (NBPTS). These standards represent a commitment to maintaining high and rigorous expectations for what accomplished teachers should know and be able to do. The Five Core Principles of the NBPTS which guide and provide a conceptual framework for the operation of the M.Ed. Program are outlined below:

1. Teachers are committed to students and their learning.
2. Teachers know the subjects they teach and how to teach those subjects to students.
3. Teachers are responsible for managing and monitoring student learning.
4. Teachers think systematically about their practice and learn from experience.
5. Teachers are members of learning communities.

These Five Core Propositions address the fundamental requirements and formal knowledge of proficient teaching. Master candidates may elect to pursue National Board Certification while completing the requirements for the Master Degree. Successful completion and submission of application and portfolio materials to the National Board will meet the requirements for the M.Ed. thesis/project.

#### NPBEA Standards:

The Leadership in Education and Administrative Development (LEAD) program is aligned with the Standards for Advanced Programs in Educational Leadership of the National Policy Board for Educational Administration. The Standards, included here, and the Elements are used extensively in coursework and internship activities.

#### Standard 1.0:

Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by facilitating the development, articulation, implementation, and stewardship of a school or district vision of learning supported by the school community.

#### Standard 2.0:

Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by promoting a positive school culture, providing an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.

#### Standard 3.0:

Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.

#### Standard 4.0:

Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.

#### Standard 5.0:

Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by acting with integrity, fairly, and in an ethical manner.

#### Standard 6.0:

Candidates who complete the program are educational leaders who have the knowledge and ability to promote the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.

#### 7.0: Internship:

The internship provides significant opportunities for candidates to synthesize and apply the knowledge and practice and develop the skills identified in Standards 1-6 through substantial, sustained, standards-based work in real settings, planned and guided cooperatively by the institution and school district personnel for graduate credit.

## GENERAL APPLICATION AND ADMISSION PROCEDURES

The M.Ed. Program at Southern Utah University is committed to excellence in the preparation of public school educators, administrators, and leaders. Admission to the M.Ed. Program is a separate process from admission to the Southern Utah University School of Graduate Studies.

Candidates for admission to Graduate Studies in Education programs must meet a series of rigorous standards, competencies, and skills, **including attendance at a mandatory orientation session.** Upon completion of requirements and verification of competencies and skills, candidates may be admitted to the program. Masters, Licensure, and Endorsement programs must be completed within six (6) years of **continuous enrollment** in a course of study. Through its programs, the Department prepares graduates to identify, describe, understand, apply, develop, and internalize the skills necessary to meet the changing educational needs of public schools and school districts.

Application can be made to the SUU Admissions Office and the Graduate Studies in Education Department. Students are admitted to Graduate Studies in Education programs three (3) times a year.

Application deadline dates for admission are as follows:	
Deadline Date	Begin Coursework
MAY 1	Fall semester
SEPTEMBER 1	Spring semester
JANUARY 1	Summer semester
Cohort application deadline dates are set independently for individual cohort groups.	

**All required application materials and documents must be submitted in their entirety by deadlines for admission consideration. The application is available online.**  
<https://secure.suu.edu/prostu/apps/MastersApplication.html>

**A candidate who does not submit all the required, complete and accurate documents by the deadline will not be processed for admission into the program until the next cycle. All letters must be originals: no emails, copies or faxes will be accepted.**

Completed application materials should be submitted to:

## Chapter 16 - Graduate Professional Studies

Office of Graduate Studies in Education  
351 N. University Blvd., OM 216  
Cedar City, Utah 84720

**Attendance at an orientation session is required before taking classes.**

<b>Orientation session dates are usually the second (2<sup>nd</sup>) Saturday of the month for the following semesters:</b>	
<b>Orientation</b>	<b>Begin Coursework</b>
<b>MAY</b>	<b>Fall semester</b>
<b>SEPTEMBER</b>	<b>Spring semester</b>
<b>JANUARY</b>	<b>Summer semester</b>

**To qualify for admission, candidates must meet minimum requirements for the following:**

1. Complete Application with fee
2. Letter explaining reason/s for applying
3. Proof of Bachelor's degree
4. GPA of 3.00
5. Proof of Teaching License
6. Proof of Required Years of Teaching (If required for Program)
7. Attendance at Orientation
8. Three Qualifying References
9. Writing Sample at Orientation
10. Disposition

Applicants are required to submit the following:

1. Complete an official online application for admission. The \$50 nonrefundable application processing fee can be paid online with a credit card. The application can be found online at: <https://secure.suu.edu/prostu/apps/MastersApplication.html>
2. Submit official transcripts of all undergraduate and graduate studies. Transcripts must verify a minimum GPA of 3.25 on the last 60 semester credits (90 quarters) of approved undergraduate/graduate coursework.  
OR  
A combination of minimum GPA of 3.00 - 3.24 on the last 60 semester credits (90 quarter credits) of approved undergraduate/graduate coursework **and** comparative scores on the Miller's Analogies Test (MAT) or the Verbal, Quantitative, and Analytical portions of the Graduate Record Examination (GRE) as listed in the GPA chart.

<b>GPA</b>	<b>Miller Analogies Test</b>	<b>Graduate Record Exam</b>
<b>3.00 to 3.04</b>	<b>400 and above</b>	<b>1380 and above</b>
<b>3.05 to 3.09</b>	<b>394 to 399</b>	<b>1300 to 1379</b>
<b>3.10 to 3.14</b>	<b>385 to 393</b>	<b>1220 to 1299</b>
<b>3.15 to 3.19</b>	<b>378 to 384</b>	<b>1140 to 1219</b>
<b>3.20 to 3.24</b>	<b>Below 378</b>	<b>Below 1140</b>

3. Submit a copy of a current, valid teaching license **and** verification of a minimum of two (2) years of successful teaching or professional experience in an accredited private or public P-12 school.
4. Submit three (3) references from school administrators/supervisors, assigned mentors or former/current college instructors. **ALL references must be originals: no copies, emails or faxes will be accepted.**

The reference forms are available at <http://suu.edu/ed/masters/program.html>

Among the three (3) references, MEd/LEAD and LEAD students must submit a reference from their **superintendent or assistant superintendent** stating their support and acknowledgement of release time needed for internships. **ALL references must be originals: no copies, emails or faxes will be accepted.**

5. Submit a letter expressing (1) reasons the applicant wants to be admitted to the program, (2) why the applicant believes he/she can succeed in the program. **Original only, no copy, email or fax will be accepted.**
6. Attend a mandatory Graduate Studies Program Orientation Session before taking classes. Orientations are held the second Saturday of May, September, and January. During orientation sessions, screening activities are conducted to assess candidate knowledge, skills, dispositions, and ability to succeed in graduate studies. These may include a writing activity, a pre-assessment of content knowledge, an assessment of dispositions or other activities.

### General Information:

- The Master's program must be completed within six years of the beginning of coursework.
- Up to twelve (12) credits of 5000 level coursework may be used as elective credits toward the M.Ed. with department approval.
- Graduate students must earn a 3.0 GPA each semester and maintain an overall 3.0 GPA. If the overall GPA falls below 3.0, the student will be placed on probation.
- Graduate students must display professional dispositions, including but not limited to academic integrity, throughout their course of study. Student staffing occurs routinely during graduate faculty meetings and concerns regarding student dispositions are discussed. If warranted, concerns will be addressed through various means which may require action from the student before continuing in the program.
- Incidents of academic dishonesty will be investigated and could impact the final grade in the course and/or status in the program. Section II C. 2 b. of the S.U.U. Student Handbook prohibits "Cheating, forgery, plagiarism or other use of work belonging to another person." As stated in the S.U.U. Catalog, "If a student is guilty of academic dishonesty, the student may be dismissed from the class and may receive a failing grade. Other penalties may include suspension or expulsion from school." The Department of Graduate Studies randomly uses plagiarism detection software on submitted work.
- Information on Graduate Independent Study Courses and Learning Contracts can be acquired through the Office of Graduate Studies in Education.
- If a student misses more than two consecutive semesters, excluding summer sessions, the student must apply for readmission and is subject to current catalog requirements at the time of readmission.
- At the end of the program for which licensure or endorsement is achieved, candidates are required to submit the appropriate fees and forms to the Graduate Studies in Education Office for submission to USOE.
- Due to the rigorous nature of graduate studies, students must have special permission from the Graduate Studies Office to enroll in more than six (6) hours/credits during fall or spring semesters.

### OUT OF STATE REGISTRATION AND TUITION PROCEDURES

Contact the Graduate Studies in Education Department for more information.

REFER TO YOUR SPECIFIC PROGRAM FOR REQUIREMENTS THAT MAY DIFFER FROM THE GENERAL APPLICATION AND ADMISSION GUIDELINES

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**GRADUATE STUDIES IN EDUCATION**  
**PROGRAMS OF STUDY**

**DEGREED COURSES OF STUDY**

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**Master of Education Degree (M.Ed.) 36 credits**

**COURSE REQUIREMENTS**

Master of Education Degree (M.Ed.) (36 credits)	
Course Number and Title	Credits
<b>Core Requirements (24 credits)</b>	
(It is highly recommended that courses be taken in the following sequence)	
EDUC 6000 Issues in Psychology and Measurement	3
EDUC 6010 Classroom Management	3
EDUC 6410 Curriculum & Philosophical Foundations	3
EDUC 6440 Creativity in Education	3
EDUC 6650 Standards for Proposal Writing in Education (taken at least 2 semesters prior to Capstone)	3
EDUC 6740 School Law	3
EDUC 6910 Becoming a Master Teacher	3
EDUC 6933 Capstone M.Ed. Project*	3
Electives (Choose from Endorsement Courses)	12
*All courses must be taken prior to Capstone Project	
EDUC 6931 Capstone Seminar – taken if needed	1

\*M.Ed. candidates should request to be registered for EDUC 6933 – Capstone M.Ed. Project the semester in which they wish to defend their project. If the Master defense is not completed in the semester in which they register, the candidate must enroll in EDUC 6931-Capstone Seminar (1 credit), for up to one or two semesters thereafter, until their Capstone Project is completed. This includes the Master of Education thesis, creative project, NBPTS portfolio or other professional projects. Candidate should meet with Project Chair for advisement.

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**Master of Education Degree Core Coursework with Educational Leadership Emphasis (Leading to licensure)**

**(LEAD)**  
**42 credits**

Candidates are required to develop a collection of Professional Leadership Internship Artifacts as part of the candidate's professional Portfolio. Candidates will be required to take and pass the Praxis Educational Leadership Administration and Supervision Exam in preparation for state licensure and be required to present and defend their Professional Work Sample, Leadership Portfolio.

LEAD Program requirements are summarized briefly here and explained in detail in the Program Handbook.

- Required Applied Administrative Assignments in all courses
- Completion of Elementary, Secondary and Capstone Internships
- Praxis Educational Leadership Exam (0410)
- Administrative/Supervisory Work Sample
- Professional Portfolio
- Only course grades of "A" or "B" count toward completion of the program. Courses in which the student earns a "C" must be retaken.
- Campus internships are not available during the summer.

At the end of program for which licensure is achieved, candidates are required to submit the appropriate fees and forms to the Graduate Studies in Education Office for submission to USOE.

**COURSE REQUIREMENTS**

Master of Education Degree Core Coursework with Educational Leadership Emphasis (Leading to licensure) (LEAD)	
Course Number and Title	Credits
<b>Core Requirements (42 credits)</b>	
(Courses must be taken in the following sequence)	
EDUC 6540 Organization of American Schools	3
EDUC 6036 Leadership in Technology	3
EDUC 6000 Issues in Psychology and Measurement	3
EDUC 6410 Curriculum & Philosophical Foundations	3
EDUC 6380 Ethics & Decision Making for Educational Leaders	3
EDUC 6500 School Finance	3
EDUC 6740 School Law	3
EDUC 6560 Leadership of Pupil Services/Programs	3
EDUC 6080 Leadership & The School Principal**	3
EDUC 6100 Practices of Instructional Supervision**	3
EDUC 6890 Elementary Public School Administrative Internship** (fall and spring only)	4
EDUC 6891 Secondary Public School Administrative Internship** (fall and spring only)	4
EDUC 6892 Capstone Public School Administrative Internship**/*	4
All classes must be completed prior to taking internships **Must have department approval to take course * Serves as M.Ed Project Course/Finalization of Program Note: Master of Education candidates seeking state licensure in educational administration must achieve a passing score on the PRAXIS Educational Leadership: Administration and Supervision test. Candidates must also demonstrate professional competency through presenting a professional portfolio and work sample addressing ELCC Standards at an exit interview.	
EDUC 6931 Capstone Seminar – taken if needed	1

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### Master of Science in Sports Conditioning and Performance 33 credits

The Master of Science Sports Conditioning and Performance degree is an innovative approach to meet the needs of coaches, physical educators, personal trainers, strength and conditioning coaches, physical therapists, athletic trainers and other fitness professionals. This degree is consistent with SUU's long tradition as the "Coaching Factory." This degree offers extensive online course work in sports conditioning enabling professionals to design safe and effective exercise and conditioning programs. Three intensive summer courses will require students to attend clinical workshops on campus at SUU for 1-2 weeks.

Students applying for this degree program will be selected based on the applicant's prior experience, academic success, letters of recommendation, personal motivation, and graduate admission examinations (Graduate Record Exam or Millers Analogies). Once admitted, candidates have six years to complete the degree.

**Conditional Admission**

Master Degree applicants who do not meet minimum requirements may be admitted for one semester on a conditional basis. The PEHP Department will either admit or drop the student from degree-seeking status at the end of the probationary period.

**Transfer Credit**

Students may transfer up to 12 graduate credit hours if they align with current course content.

**Students previously enrolled** in non-degree sports conditioning classes at SUU shall fill out a new application. A \$10.00 readmission fee will apply if over one year has elapsed since last class registration. New letters of recommendation and graduate entrance exams are not required.

### Master of Science in Sports Conditioning and Performance Application and Admission Requirements that differ from the General Application and Admission Guidelines

Application deadline dates for the Master of Science in Sports Conditioning and Performance Program are as follows:	
Deadline Date	Begin Coursework
JULY 15	Fall semester
OCTOBER 15	Spring semester
FEBRUARY 15	Summer semester

- Candidates must have a baccalaureate degree with a major or minor in physical education, exercise science, wellness, sports medicine, health or related field of study OR have a baccalaureate degree and be a licensed or certified fitness or healthcare professional (CSCS, NSCA-CPT, ACSM-CPT, ACSM Health/Fitness Instructor, ATC, PT, DC, OT, PA, RN, RD, etc.). Must provide copy of certification.
- Submit a copy of certification or license if baccalaureate degree is not in physical education, exercise science, wellness, sports medicine, health or related fields of study.

- Do not use SUU PEHP professors as references for the reference forms.

### COURSE REQUIREMENTS

Master of Sports Conditioning & Performance	
Course Number and Title	Credits
<b>Required Courses (21 Credits)</b>	
PE 6000 Foundations of Sport Conditioning	3
PE 6010 Advanced Techniques of Sport Conditioning	3
PE 6040 Designing Resistance Training Programs	3
PE 6050 Resistance Training Technique	3
PE 6060 Evaluation in Sport Fitness	3
PE 6080 Intro to Sport Science Research & Statistics OR EDUC 6650 Standards for Proposal Writing in Education	3
PE 6200 Capstone Project OR EDUC 6933 Capstone M.Ed. Project	3
<b>Elective Courses: (Take 12 credits from following)</b>	
PE 6030 Athletic Training and Sports Medicine	3
PE 6070 Psychological Aspects of Sport Performance & Conditioning	3
PE 6090 Motor Skill Acquisition	3
PE 6100 Bioenergetics and Sport Nutrition	3
PE 6110 Metabolic Training	3
EDUC 6500 School Finance	3
EDUC 6740 School Law	3

All courses are taught online except for 3 classes that require 1-2 weeks of intensive training on campus during the summer as part of the on-line course of study:

- PE 6010 – Advanced Techniques of Sport Conditioning
- PE 6050 – Resistance Training Technique
- PE 6060 – Evaluation in Sport Fitness

Teaching Time Line 33 Credits		
Following schedule will be repeated each year		
	R= required	E=elective
<b>Fall</b>	CR	R/E
PE 6000 Foundations of Sport Conditioning	3	R
PE 6040 Designing Resistance Training Programs	3	R
PE 6070 Psychological Aspects of Sport Performance & Conditioning	3	E
PE 6110 Metabolic Training	3	E
PE 6200 Capstone Project (to be taken last semester in program)	3	R
<b>Spring</b>		
PE 6030 Athletic Training & Sports Medicine	3	E
PE 6080 Intro to Sport Science Research & Statistics	3	R
PE 6090 Motor Skill Acquisition	3	E
PE 6100 Bioenergetics & Sport Nutrition	3	E
PE 6200 Capstone Project (to be taken last semester in program)	3	R

<b>Summer</b>		
PE 6010 Advanced Techniques of Sport Conditioning	3	R
PE 6050 Resistance Training Technique	3	R
PE 6060 Evaluation in Sport Fitness	3	R
PE 6200 Capstone Project (to be taken last semester in program)	3	R
7 required courses = 21 hours		
4 elective courses = 12 hours		
<b>Total Credits</b>	<b>33</b>	

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**SUU "Master Teacher eAcademy"  
Online M.Ed. Program  
36 credits**

**COURSE REQUIREMENTS**

<b>SUU "Master Teacher eAcademy" Online M.Ed. Program (36 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<b>Core Requirements (36 credits)</b>	
This program will provide a rigorous, cutting-edge course of study that equips educators with the knowledge, skills, and dispositions to enable them to become "Master Teachers." Provided in an innovative and dynamic manner, this online program is designed to support nontraditional learners in their quest to improve professional skills and abilities.	
<b>Master Teacher Core</b>	
EDUC 6010 Classroom Management	3
EDUC 6380 Ethics & Decision Making for Educational Leaders	3
EDUC 6740 School Law	3
EDUC 6910 Becoming a Master Teacher	3
<b>Curriculum Core</b>	
EDUC 6410 Curriculum and Philosophical Foundations	3
EDUC 6440 Creativity in Education	3
EDUC 6710 Multicultural Education	3
SPED 6100 Programming & Management of Students with Mild/Moderate Disabilities	3
<b>Research Core</b>	
EDUC 6000 Issues in Psychology and Measurement	3
EDUC 6030 Action Research	3
EDUC 6650 Standards for Proposal Writing in Education (taken at least 2 semesters prior to Capstone)	3
EDUC 6933 Capstone M.Ed. Project*	3
*All courses must be taken prior to Capstone Project	
EDUC 6931 Capstone Seminar – taken if needed	1

\*M.Ed. candidates should request to be registered for EDUC 6933 – Capstone M.Ed. Project the semester in which they wish to defend their project. If the Master defense is not completed in the semester in which they register, the candidate must enroll in EDUC 6931-Capstone Seminar (1 credit), for up to one or two semesters thereafter, until their Capstone Project is completed. This includes the Master of Education thesis, creative project, NBPTS portfolio or other professional projects. Candidate should meet with Project Chair for advisement.

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**NON-DEGREEED COURSES OF STUDY****LICENSURE****Graduate Educator Licensure Programs (GELP)**

The Graduate Studies in Education Programs at Southern Utah University has seen a dramatic increase in interest and admissions. Due to teacher and administrative shortages in Utah and the nation, and due to the recent "No Child Left Behind" legislation, many individuals with bachelor and/or master degrees are seeking educator licensure and retooling in a variety of high need areas.

The Graduate Educator Licensure Programs (GELP) will provide delivery of licensure and endorsement needs to educators in eight areas of emphasis. Courses may be delivered on-campus, EDNET or online. They include the following:

**Licensure Programs**

1. Utah Administrative/Supervisory License (LEAD)
2. Special Education Mild/Moderate License (SPED)
3. Special Education Alternative License (SEAL)
4. Elementary License for Teachers (ELITE)
5. Secondary License for Teachers (SELCT)

**Endorsements**

1. Reading (also offered as cohort)
2. English as a Second Language (also offered as cohort)
3. Technology Education
4. Gifted and Talented (offered as cohort only)
5. Math Elementary (offered as cohort only)

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**Administrative/Supervisory License  
Leadership in Education and Administrative  
Development  
(LEAD)  
33 credits**

LEAD Program requirements are summarized briefly here and explained in detail in the Program Handbook.

- Required Applied Administrative Assignments in all courses
- Completion of Elementary, Secondary and Capstone Internships
- Praxis Educational Leadership Exam (0410)
- Administrative/Supervisory Work Sample
- Professional Portfolio
- Only course grades of "A" or "B" count toward completion of the program. Courses in which the student earns a "C" must be retaken.
- Campus internships are not available during the summer.

At the end of program for which licensure is achieved, candidates are required to submit the appropriate fees and forms to the Graduate Studies in Education Office for submission to USOE.

**COURSE REQUIREMENTS**

<b>Administrative/Supervisory License (LEAD) (33 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<b>Educational Administrative/Supervisory License (33 credits)</b>	
<i>(Courses must be taken in the following sequence)</i>	
EDUC 6540 Organization of American Schools	3
EDUC 6036 Leadership in Technology	3
EDUC 6500 School Finance	3
EDUC 6740 School Law	3
EDUC 6560 Leadership in Pupil Services & Programs	3
EDUC 6080 Leadership & The School Principal**	3
EDUC 6100 Practices of Instructional Supervision**	3
EDUC 6890 Elementary Public School Administrative Internship (fall and spring only)**	4
EDUC 6891 Secondary Public School Administrative Internship** (fall and spring only)	4
EDUC 6892 Capstone Public School Administrative Internship**	4
All classes must be completed prior to taking internships. **Must have department approval to take course Note: Master of Education candidates seeking state licensure in educational administration must achieve a passing score on the PRAXIS Educational Leadership: Administration and Supervision test. Candidates must also demonstrate professional competency through presenting a professional portfolio and work sample addressing ELCC Standards at an exit interview.	

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**Special Education Mild/Moderate License  
(SPED)  
36 credits**

**Application and Admission Requirements  
that differ from the General Application and  
Admission Guidelines**

1. Submit a copy of a current, valid teaching license. (Two years of teaching experience is not required.)

**COURSE REQUIREMENTS**

<b>Special Education Mild/Moderate License (SPED) (36 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Candidates who have a teaching license may complete this licensure concurrently with the SUU M. Ed. Program. Courses should be taken in the following sequence:</i>	
EDUC 6190 Methods & Practices of Teaching	3
EDUC 6020 Information & Technology in Education	3
SPED 6100 Programming & Management of Students with Mild/Moderate Disabilities	3
SPED 6110 Principles of Special Education Law	3
SPED 6120 Applied Behavior Analysis & Management	3
SPED 6130 Curriculum Strategies & Procedures in Reading, Writing, and Math for Students with Mild/Moderate Disabilities	3

SPED 6145 Transition and Collaboration Planning for Students with Mild/Moderate Disabilities	3
SPED 6160 Measurement, Assessment, and Report Writing for Students with Mild/Moderate Disabilities	3
SPED 6170 Advanced Teaching Strategies	3
SPED 6185 Elementary/Secondary Practicum: Programming for Students with Learning and Emotional/Behavior Problems	3
SPED 6980 Special Education Clinical Practice	6
Some courses may be waived if transcripts verify comparable coursework. All coursework must be completed prior to Clinical Practice. Clinical Practice will only be available summers if appropriate placements exist.	

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**Special Education Alternative License  
(SEAL)  
24 credits**

**Application and Admission Requirements  
that differ from the General Application and  
Admission Guidelines**

1. In lieu of a teaching license, submit a letter from the school district on letter head verifying full time employment with a Utah School District in which the student is a full time special education teacher. **Original only: no copy, email or fax will be accepted.**

**COURSE REQUIREMENTS**

<b>Special Education Alternative License (SEAL) (24 credits)</b>	
<b>Course Number and Title</b>	<b>Credits</b>
<i>All candidates must have a teaching job in a school district and meet SEAL requirements. Contact the Department for more information on requirements and eligibility. Courses should be taken in the following sequence:</i>	
SPED 6100 Programming & Management of Students with Mild/Moderate Disabilities	3
SPED 6110 Principles of Special Education Law	3
SPED 6120 Applied Behavior Analysis & Management	3
SPED 6130 Curriculum Strategies & Procedures in Reading, Writing, and Math for Students with Mild/Moderate Disabilities	3
SPED 6145 Transition and Collaboration Planning for Students with Mild/Moderate Disabilities	3
SPED 6160 Measurement, Assessment, and Report Writing for Students with Mild/Moderate Disabilities	3
SPED 6980 Special Education Clinical Practice	6

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**Elementary License for Teaching  
(ELITE)  
37- 45 credits**

### Application and Admission Requirements that differ from the General Application and Admission Guidelines

- Submitting a copy of a teaching license is not applicable with this program.
- Candidates must be able to complete licensure requirements in the time frame allowed (fall, spring, summer or consecutive summers).
  - Once admitted all students must maintain a 3.0 GPA.
  - Professional Portfolio and competency testing, using external measures, are required of most licensure programs. See advisor for specific requirements.

#### COURSE REQUIREMENTS

Elementary License for Teaching (ELITE) (37-45 credits)	
Course Number and Title	Credits
EDUC 6020 Information & Technology in Education	3
EDUC 6190 Methods & Practices of Teaching	3
EDUC 6440 Creativity in Education	3
EDUC 6000 Issues in Psychology and Measurement	3
EDRG 6350 Reading Assessment and Instructional Interventions	3
ELED 6570 Managing Diverse Elementary Learners	3
EDUC 6710 Multicultural Education	3
ELED 6555 Planning, Delivery and Assessment	3
EDUC 6700 Science & Mathematics Curriculum & Instruction	3
EDUC 6840 Language Arts & Social Science Curriculum & Instruction	3
EDUC 6670 Graduate Public School Practicum	1-3
ELED 6980 – Clinical Practice (available fall and spring)	6-12
Some courses may be waived if transcripts verify comparable coursework. Courses should be taken in the sequence described. All coursework must be completed prior to Clinical Practice.	

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### Secondary License for Teaching (SELCT) 28-30 credits

#### Application and Admission Requirements that differ from the General Application and Admission Guidelines

- Submitting a copy of a teaching license is not applicable with this program.
- Candidates must meet the specific requirements and conditions for the licensure they are seeking.
  - Candidates must be able to complete licensure requirements in the time frame allowed (Fall, Spring, Summer or consecutive summers).
  - Once admitted all students must maintain a 3.0 GPA.

- Professional Portfolio and competency testing, using external measures, are required of most licensure programs. See advisor for specific requirements.

#### COURSE REQUIREMENTS

Secondary Education License (SELCT) (28-30/29-31 credits)	
Course Number and Title	Credits
All candidates must show evidence of approved coursework for the SUU Major/Minor they are seeking licensure.	
EDUC 6020 Information & Technology in Education	3
EDUC 6190 Methods & Practices of Teaching	3
EDUC 6710 Multicultural Education	3
SCED 6200 Secondary Educational Psychology	3
SCED 6570 Managing Diverse Secondary Learners	3
SCED 6590 Instructional Models and Assessment	3
EDRG 6320 Advanced Content Literacy	23
EDUC 6670 Graduate Public School Practicum	1-3
SCED 6980 Clinical Practice (available fall and spring)	7
Some courses may be waived if transcripts verify comparable coursework. Courses should be taken in the sequence described. All coursework must be completed prior to Clinical Practice.	
Candidates seeking a secondary teaching license must have a B.A. or B.S. degree in one of the following academic majors and meet SUU academic department requirements: Biology, Business Education, Chemistry, English, French, German, History, Spanish, Mathematics, Physical Education, Physical Science, Social Science.	

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#### NON-DEGREED COURSES OF STUDY

#### ENDORSEMENTS

- Reading (also offered as cohort)
- English as a Second Language (also offered as cohort).
- Technology Education
- Gifted and Talented \* (offered as cohort only) - Pending
- Math Elementary \* (offered as cohort only)

\*May also be considered as areas of emphasis for M.Ed. 36-credits program.

#### Application and Admission Requirements that differ from the General Application and Admission Guidelines

- Submit a copy of a current, valid teaching license. (Two years of teaching experience is not required.)

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#### READING ENDORSEMENT 20-29 CREDITS

#### COURSE REQUIREMENTS

Reading Endorsement
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<b>(20-2921-30 credits)</b>	
Course Number and Title	Credits
<i>All candidates must have an Elementary or Secondary Teaching degree and license. The following seven (7) courses lead to a Utah State Basis Reading Endorsement. Courses should be taken in the following sequence:</i>	
EDRG 6320 Advanced Content Literacy	<b>23</b>
EDRG 6330 Teaching with Children's and Adolescent Literature	3
EDRG 6340 Foundations of Literacy	3
EDRG 6345 Advanced Early Literacy and Language Development	3
EDRG 6350 Reading Assessment and Instructional Interventions	3
EDRG 6370 Teaching Process Writing	3
EDRG 6380 Advanced Reading Comprehension	3
In addition to the above seven courses, the following three courses lead to a Utah State Advanced Reading Endorsement/Specialist.	
EDRG 6385 Research in Reading	3
EDRG 6390 Supervision of Literacy Programs	3
EDRG 6890 Reading Specialist Internships	3
Some courses may be waived if transcripts verify comparable coursework.	
<b>Note:</b> 5000 level courses are available to students who want Reading Endorsement only through SUU/School District Professional Development Cohort Programs.	

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**ENGLISH AS A SECOND LANGUAGE (ESL)  
ENDORSEMENT  
18 credits**

**COURSE REQUIREMENTS**

<b>English as a Second Language (ESL) Endorsement (18 credits)</b>	
Course Number and Title	Credits
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Courses should be taken in the following sequence:</i>	
EESL 6300 Foundations of Bilingual/ESL Instruction	3
EESL 6310 Understanding Language Acquisition and Cognition	3
EESL 6320 Assessment for a Diverse Linguistic Population	3
EESL 6330 Methods and Materials for the Bilingual/ESL Classroom	3
EESL 6340 Integrating Language Acquisition into Content Instruction	3
EESL 6350 Family/Parent Involvement in Education	3
Some courses may be waived if transcripts verify comparable coursework.	
<b>Note:</b> 5000 level courses are available to students who want English as a Second Language (ESL) Endorsement only through SUU/School District Development Cohort Programs.	

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**TECHNOLOGY EDUCATION ENDORSEMENT  
21 credits**

**COURSE REQUIREMENTS**

<b>Technology Education Endorsement (21 credits)</b>	
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Courses should be taken in the following sequence:</i>	
EDUC 6020 Information & Technology for Teachers	3
EDUC 6031 Foundations of Instructional Design for Educators	3
EDUC 6032 Classroom Integration of Educational Technology	3
EDUC 6033 Enhanced Hardware and Software Skills for Educators	3
EDUC 6034 Educational Technological Pedagogy I	3
EDUC 6035 Educational Technological Pedagogy II	3
EDUC 6036 Leadership in Technology	3
<b>Note:</b> 5000 level courses are available to students who want the Technology Endorsement only through SUU/School District Professional Development Cohort Programs.	

The following endorsements may also be considered as areas of emphasis for the M.Ed. 36-credits program.

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**(PENDING)  
GIFTED AND TALENTED ENDORSEMENT  
15 credits**

**COURSE REQUIREMENTS**

<b>Gifted and Talented Endorsement (15 credits)</b>	
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Courses should be taken in the following sequence:</i>	
Course Number and Title	Credits
EDUC 6420 Education of the Gifted and Talented	2
EDUC 6430 Practicum: Individual Case Study	1
EDUC 6440 Creativity in Education	3
EDUC 6460 Identification/Evaluation in Gifted Education	2
EDUC 6470 Practicum: Team Consultation	1
EDUC 6480 Materials/Methods in Gifted Education	2
EDUC 6490 Practicum: Classroom Applications	1
EDUC 6380 Ethics and Decisions Making for Educational Leaders	3
<b>Note:</b> 5000 level courses are available to students who want the Gifted & Talented Endorsement only through SUU/School District Professional Development Cohort Programs.	

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**ELEMENTARY MATHEMATICS ENDORSEMENT**  
18 credits

**COURSE REQUIREMENTS**

<b>Elementary Mathematics Endorsement (18 credits)</b>	
<i>All candidates must have an Elementary or Secondary Teaching degree and license. Courses should be taken in the following sequence:</i>	
<b>Course Number and Title</b>	<b>Credits</b>
EDUC 5580 Mathematical Pedagogy Focused on the K-6 Learner	2
EDUC 5900 Analysis of Teaching and Learning	2
EDUC 5560 Utah State Mathematics Core Curriculum	2
EDUC 5570 K-6 Mathematics Content and Selected Topics in Algebra and Geometry	4
EDUC 5990 New Perspectives on the K-6 Learner	2
EDUC 5690 Technology for Enriching K-6 Mathematics Instruction	2
EDUC 5920 Foundations of Arithmetic/Algebra/Geometry (Or approved electives.)	4
Note: 5000 level courses are available to students who want Math Endorsement only . Available <u>only</u> through SUU/School District Professional Development Cohort Programs.	

(PENDING)

**LEVEL II MATHEMATICS ENDORSEMENT**  
21 credits

<b>Level II Mathematics Endorsement (21 credits)</b>	
Available <u>only</u> through SUU/School District Professional Development Cohort Programs.	
MATH 5450 Survey of Algebra & Geometry for Level II	4
MATH 5500 College Algebra for Level II	4
MATH 5510 Trigonometry for Level II	3
MATH 5520 Introduction to Calculus for Level II	4
MATH 5530 Introduction to Statistics and Probability for Level II	4
MATH 5540 Methods of Teaching Mathematics Level II	2
Note: 5000 level courses are available to students who want Math Endorsement only	

**Master of Fine Arts in Arts Administration (M.F.A.)**

**Director:** Matt Neves  
Burch Mann House  
**Department Secretary:** Jacque Marchant  
Marchantj@suu.edu  
(435) 865-8663  
Website: <http://www.suu.edu/pva/mfa>

**Graduate Faculty**

*Professors:* William J. Byrnes, Carl Templin, Alan Hamlin, David Christensen, Gerald Calvasina; *Associate Professors:* Art Challis, Wayne Roberts; *Assistant Professor:* Matt Neves;

**Program Description**

The M.F.A. program is offered in a two-calendar year format beginning each fall and consisting of 60 semester hours combined with work opportunities with the professional affiliates, including the Utah Shakespearean Festival and the Braithwaite Fine Arts Gallery and the College of Performing and Visual Arts.

A limited number of students are accepted to the program each year, thereby providing the highest level of personal instruction and mentoring to each student. Students receive the opportunity to participate in a series of scholarly and practical activities which result in the combination of knowledge and experience necessary to compete in today's job market upon completion of the program.

Faculty and professional guests exemplify excellence in teaching, scholarship, and professional contributions to the field of arts administration. This creates an exhilarating environment which enhances and provides a pathway of lifelong learning.

**Mission Statement**

The M.F.A. Arts Administration program seeks to provide a practical interdisciplinary education that develops well-rounded generalists, employable in any of the arts disciplines as professional arts administrators. The program provides a solid curriculum that focuses on practical applications and philosophies of nonprofit management necessary to prepare each student with the skills and knowledge necessary to pursue a professional leadership position in the field of arts administration.

**Goal Statement**

The M.F.A. Arts Administration program's goal is to develop graduates who can balance administrative structure with artistic process in an effort to ensure artistic integrity and fiscal responsibility of arts organizations.

**Intended Outcomes and Objectives**

A successful student will:

- Articulate and define the field of arts administration.
- Develop and integrate practical approaches to functions of arts administration.
- Identify future challenges and opportunities in the arts through administrative practice.
- Recognize behavior and skill sets of professionals in the field.
- Apply their scholarship firsthand in professional rotations in the offices of the professional affiliates, gaining experience in management, budgeting, personnel, fundraising, leadership, and marketing.

**Implementation and Assessment**

A successful student will:

- Demonstrate in the classroom, in graded exercises, understanding of the general principles and practices of arts administration.
- Successfully apply critical and analytical thinking to practical problems presented in class as they relate to readings, case studies, and through personal experience with the professional affiliates of the M.F.A. program.
- Evidence through examination of a comprehensive base of knowledge regarding the field of arts administration including roles, functions, theories, and applications.
- Undergo a formal assessment after the first year in the program. Coursework, rotations and preparation for a career in arts administration will be evaluated by program faculty and staff. Individual goals will be set to help ensure educational and practical success.
- Complete a Professional Capstone in which the student interns in a professional nonprofit arts organization. Capstones include a

## Chapter 16 - Graduate Professional Studies

portfolio demonstrating successful communication and skills while working in the organization. Each capstone will be presented to the faculty and assessed through an oral and written defense.

### Admission Materials

The following materials should be sent to the program by March 31 for full priority consideration (although earlier submissions are advised):

- 1) SUU Graduate Programs Admissions application and fee
- 2) Official transcripts from each college or university attended
- 3) Resume including academic, professional and volunteer experience
- 4) Three (3) letters of recommendation
- 5) Written Statement of Purpose

### Other requirements

In addition, applicants must schedule an interview with the Director either on campus or at selected national conference sites (January 2 through March 31 for the following Fall semester). Please contact the program secretary for specific off-campus sites and dates for interviews. <http://www.suu.edu/pva/mfa/contact.html>. Exceptions to admissions policies may be made by the Program Director and the M.F.A. Screening Committee on a case by case basis.

### Application Assessment

The Program Director and the M.F.A. Applications Screening Committee will assess the quality of the applicant based on the following areas:

- Leadership skills evidenced through the applicant's undergraduate leadership activities, civic volunteerism, internship with a professional arts organization and/or a paid professional experience in the arts or nonprofit related work
- Demonstration of communications skills as evidenced through a written statement of purpose addressing their intent as well as their career goals, and an oral communication through a personal interview
- Earned Bachelor's degree, preferably in an arts discipline with an overall undergraduate GPA of 3.0 or higher

### Assistantships

Students admitted to the program are automatically qualified to be considered for assistantships. Work will include an assignment in an arts organization for a set number of hours per week. Assistantships range between \$7,000 and \$8,000 annually and usually include a full tuition waiver. Student fees are the responsibility of the student.

### Graduation Requirements

Students must have a minimum cumulative GPA of 3.0 for all graduate courses to graduate. Students who fail to maintain a 3.0 average GPA may be terminated from the program. A student may continue in the program if it can be demonstrated that satisfactory progress is being made toward graduation. Any graduate course in which a "C-" grade or lower is earned must be repeated, and can be repeated only once. Students who, for valid reasons, are unable to remain in the program will be allowed to re-enter at the stage where they left, with the approval of administration and faculty, and with satisfactory qualifications. Students must complete the M.F.A. Arts Administration program within six years of their first semester's enrollment.

### Degree Requirements

Master of Fine Arts in Arts Administration	
Course Number and Title	Credits
<b>Required Courses</b>	
AA 6010 Principles of Arts Administration	3
AA 6040 Arts and Society/Governmental Relations	3
AA 6050 Managing the Finances of Arts Organizations	3
AA 6060 Fund Development for Arts Administrators	3

AA 6070 Leadership Development in the Arts	3
AA 6080 Intro to Art Gallery & Museum Studies	3
AA 6890 Professional Arts Internship	3
AA 6990 Professional Projects (repeat 5 times)	5
AA 7100 Board Relations and Planning in the Arts	3
AA 7240 Marketing the Arts	3
AA 7250 Practices and Principles of Arts Organizations (practicum)	3
ACCT 6000 Foundations of Accounting	3
ACCT 6100 Accounting for Decision Making & Control	3
COMM 6040 Professional Writing and Communications	3
MGMT 6300 Human Resource Management & Law	3
MKTG 6000 Foundations of Marketing & Market Research	3
AA 7950 Final Rotation Internship	6
AA 7990 Professional Capstone	4
<b>Total Credits, M.F.A. degree</b>	<b>60</b>

### Rural Master of Social Work

Southern Utah University cooperates with the University of Utah in making this degree available on the SUU campus. For more information call Scott Sorensen CN 213L ~ (435) 586-1938.

### Master of Science in Forensic Science (M.S.F.S.)

W. Harold Ornes  
Dean, College of Science  
SC 310 ~ (435) 586-7920  
[ornes@suu.edu](mailto:ornes@suu.edu)

**College of Science Secretary:** Barbara Rodriguez  
Science Building 310 ~ (435) 586-7920  
[rodriguez@suu.edu](mailto:rodriguez@suu.edu)  
**Website:** [www.suu.edu/sci/msfs](http://www.suu.edu/sci/msfs)

### Program Description

The MSFS program consists of four parts: 1) Interdisciplinary core courses that survey the five emphasis options: Forensic Biology, Forensic Chemistry, Computer Forensics, Criminal Justice, or Forensic Psychology; 2) Emphasis areas; 3) Internship/Thesis/Project, and 4) Capstone Courtroom experience.

### Admission to the MSFS Program

- A. A letter of intent describing your academic background and your work experience and stating your intentions and desired emphasis area and a completed application with a non refundable application fee
- B. Bachelor degree from an accredited institution in one of the following disciplines:
  1. Biology
  2. Computer Science
  3. Information Systems
  4. Chemistry
  5. Criminal Justice
  6. Psychology

- C. A minimum of a 3.0 Cumulative GPA (on 4.0 scale) covering the last 60 semester or 90 quarter hours.
- D. Three Letters of Recommendation
- E. Two sets of official transcripts from each of your previous institutions sent to the Office of Graduate Admissions, SUU, 351 W. University Blvd., Cedar City, UT 84720
- F. An official copy of a recent GRE score
- G. An application fee of \$50 (\$65 for International applicants)

NOTE: If you do not have a degree in one of the specific subjects listed above and are still interested in this degree please contact us to evaluate your qualifications. Some related degrees and combinations of courses may in fact qualify you for admission. In some instances students may be admitted contingent on their completion of a related set of preparatory courses. As an example, if you hold a degree in Zoology and are interested in the Biology emphasis then you may be admitted conditionally with the expectation that you will take additional courses, usually at the undergraduate level, in Biology (or related areas) in order to begin graduate study.

NOTE: The Chemistry emphasis only admits students to begin course work in fall semester.

<b>Master of Science in Forensic Science (MSFS)</b>	
<b>Course Number &amp; Title</b>	<b>Credits</b>
<b>Interdisciplinary Core Courses (Choose 5 courses = 10 hrs)</b>	
MSFS 6000 Overview of Forensic Law	2
MSFS 6010 Overview of Forensic Criminal Justice	2
MSFS 6020 Overview of Forensic Psychology	2
MSFS 6030 Overview of Forensic Biology	2
MSFS 6040 Overview of Forensic Chemistry	2
MSFS 6050 Overview of Forensic Computer Analysis	2
<b>Interdisciplinary Courses</b>	
MSFS 6140 Forensic Firearms Examination	2
MSFS 6145 Forensic Firearms Examination Lab	1
<b>Biology Emphasis 11 hrs</b>	
BIOL 6130 DNA Analysis and Quality Control	3
BIOL 6230 Forensic Microscopy & Lab	3
BIOL 6330 Readings in Forensic Biology	3
BIOL 6430 Forensic Biochemistry	2
<b>Chemistry Emphasis 11 hrs</b>	
CHEM 6240 Advance Analytical Chemistry	2
CHEM 6245 Advanced Analytical Chemistry Lab	1
CHEM 6340 Forensic Toxicology	2
CHEM 6345 Forensic Toxicology Lab	1
CHEM 6440 Forensic Drug Analysis	1
CHEM 6445 Forensic Drug Analysis Lab	2
CHEM 6540 Chemistry of Forensic Analysis	2
<b>Computer Science Information Systems Emphasis 11-12 hrs</b>	
CSIS 6150 Cyber-Crime (with lab)	3

CSIS 6250 Digital Forensics	3
CSIS 6450 Network and Internet Forensics	3
<b>Choose at least two credits from the following:</b>	
<b>Remaining overview course not selected for credit in the Interdisciplinary Core Coursework</b>	2
<b>OR</b>	
MSFS 6140 Forensic Firearms Examination	2
MSFS 6145 forensic Firearms Examination Lab	1
<b>Criminal Justice Emphasis 11-12 hrs</b>	
CJ 6110 Crime Scene Techniques	3
CJ 6220 Serial and Mass Murder Investigations	3
CJ 6320 Surveillance and Intelligence in the Criminal Investigation	3
MSFS 6140 Forensic Firearms Examination	2
MSFS 6145 forensic Firearms Examination Lab	1
<b>Psychology Emphasis 11 hrs</b>	
PSY 6100 Principles of Graduate Research	3
PSY 6120 Legal Psychology	3
PSY 6220 Psychology of Criminal Behavior	3
PSY 6830 Readings in Forensic Psychology	2
<b>Forensic Science Internship/Thesis/Project 6 hrs</b>	
MSFS 6890 Internship	6
MSFS 6892 Professional Project	6
MSFS 6900 Thesis	6
<b>NOTE: Students in Criminal Justice, Computer Science, and Psychology may choose either a Thesis or Project or Internship. Students in Biology or Chemistry must do a Thesis.</b>	
<b>Capstone Experience 3 hrs</b>	
MSFS 6910 The Forensic Expert in the Courtroom	3

## Master of Public Administration

**Director:** Dr. John Howell  
 Department of Political Science & Criminal Justice  
 GC 406 ~ (435) 865-8093  
[howell@suu.edu](mailto:howell@suu.edu)

**Department of Political Science & Criminal Justice**  
**Secretary/Discipline Specialist:** Sandi Levy  
 GC 406 ~ (435) 864-8420  
[levy@suu.edu](mailto:levy@suu.edu)  
**Website:** <http://www.suu.edu/hss/polsci/MPA.html>

### Program Description

The 36 semester hour MPA program is a professional degree suitable to all students interested in pursuing a career in a management within the public or non-profit sectors. Versatile in its design, students may choose from the Generalist or Justice Administration Tracks, customizing the program to suit their personal interests and career objectives.

**Admission to the MPA Program**

The following are required when seeking admission to the MPA Program:

1. SUU Graduate Admissions application;
2. Payment of the non-refundable application fee;
3. A Letter of Intent written by the applicant;
4. ~~Three (3) letters of recommendation accompanied by an MPA Personal Recommendation Form. This form can be downloaded from the MPA website (<http://www.suu.edu/hcs/polsci/pdf/mpa-recoform.pdf>); Receipt of three (3) electronic Graduate Recommendation Forms;~~
5. ~~Completion of one of the following exams: GRE, LSAT, GMAT. Receipt of official score report from the GRE/GMAT/LSAT showing applicant placed in the 50<sup>th</sup> percentile or above. Applicants scoring below the 50<sup>th</sup> percentile may be eligible for provisional/conditional admission upon review of the entire admissions package by the MPA Admissions Committee. Applicants who hold a masters degree from an accredited institution are not required to take this exam; provide official score reports from this/these exams;~~
6. Official transcripts from all previously attended institutions.

Once all of the above are in hand, the materials will be reviewed by the MPA Admissions Committee ~~members~~. Applicants meeting the minimum requirements ~~will~~ may be interviewed by the Program Director.

**Minimum Requirements**

Applicants should meet the following criteria:

1. Have been awarded a Bachelors Degree from an accredited university or college;
2. Undergraduate GPA of 3.2 or higher;
3. ~~Graduate level entrance/placement exam scores at or exceeding the 50<sup>th</sup> percentile.~~
4. International applicants from non-English-speaking countries must demonstrate competency in the English language. A minimum score of (550: Paper based test, 213: Computer based test, or 79: Internet based test) on the Test of English as a Foreign Language (TOEFL) taken within past two years satisfies this requirement.

All admitted graduate students are expected to have read the APA STYLE GUIDE (available in book stores and online) prior to their first day of class.

**Degree Requirements**

**Master of Public Administration (MPA)**

Course Number and Title		Credits
<b>Core Courses (21 credits)</b>		
PADM 6000	Administrative Theory	3
PADM 6200	Public Budgeting & Finance	3
PADM 6300	Administrative Law	3
PADM 6440	Research Methods	3
PADM 6500	Public Human Resource Mgmt	3
PADM 6990	Capstone in Public Administration	3
PADM 6890	Internship	3
PADM 6900	Thesis (option)	3 - 6
<b>Generalist Track Course List (Choose 15 credits)</b>		
PADM 6600	Practice of Public Management	3
PADM 6610	Public Policy Analysis	3
PADM 6620	Public Administration & Ethics	3
PADM 6630	State & Local Gov't Administration	3
PADM 6640	Constitutional Law	3
EDUC 6740	School Law	3
COMM 6110	Seminar/Interpersonal Communication	3
COMM 6120	Seminar/Organizational Communication	3
AA 6010	Principles of Arts Administration	3
AA 7100	Board Relations	3
MGMT 6100	Organizational Behavior & Issues	3
MGMT 6300	Human Resource Management & Law	3
MGMT 6400	Strategic Analysis	3
<b>Justice Administration Track Course List (15 credits)</b>		
PADM 6700	Organization & Adm at the CJ Agency	3
PADM 6710	Community Policing Administration	3
PADM 6720	Criminal Justice Policy	3
PADM 6730	Criminal Justice Planning & Evaluation	3
PADM 6740	Juvenile Justice: Issues in Policy & Practice	3

