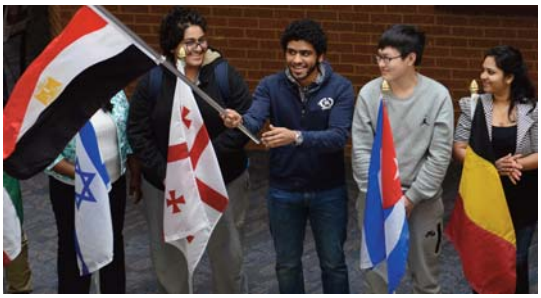
UNIVERSITY OF
ILLINOIS
SPRINGFIELD



Catalog 2015-2016

LEADERSHIP lived

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General Information

Academic Calendar 2015-16

Fall Semester 2015

August 24, Monday	Classes Begin
September 7, Monday	Labor Day, campus closed
October 17, Saturday	Mid-Point
November 23-27, Monday-Friday	Thanksgiving Recess
December 12, Saturday	Classes End
December 14-19, Monday-Saturday	Finals Week
December 19, Saturday	Semester Ends

Spring Semester 2016

January 18, Monday	Martin Luther King, Jr. Observance, Campus Closed
January 19, Tuesday	Classes Begin
March 12, Saturday	Mid-Point
March 14-18, Monday-Friday	Spring Recess
May 7, Saturday	Classes End
May 9-14, Monday-Saturday	Finals Week
May 14, Saturday	Semester Ends/Commencement

Summer Term 2016

June 6, Monday	Classes Begin
July 2, Saturday	Mid-Point
July 30, Saturday	Session Ends

Campus Connections

A short list of campus offices and services to help you get connected to people who have answers to some frequently asked questions. When calling from on-campus, omit the "20" prefix.

Academic Affairs, PAC 525	(217) 206-6614
Admissions, UHB 1080	(217) 206-4847
Advising Services Information & Support, BRK 472[1]	(217) 206-7471
Athletics, REC 2004	(217) 206-6674
Bookstore, FRH	(217) 206-6766
Campus Police, PDB 10	(217) 206-6690 (non-emergency)
	(217) 206-7777 (emergency)
Cashier, PAC 184	(217) 206-6738
Chancellor's Office, PAC 563	(217) 206-6634
Counseling Center (Personal), HRB 64	(217) 206-7122
Disability Services, HRB 80	(217) 206-6666
Adaptive Computer Lab, HRB 80	(217) 206-6668
Diversity Center, SLB 22	(217) 206-6333
Financial Assistance, UHB 1015	(217) 206-6724
Health Services/Nurse, BSB 20	(217) 206-6676
ID Card, PAC 124	(217) 206-7718
Information Technology Services, BRK 180	(217) 206-6000
Intensive English Program, BRK 460	(217) 206-8356
International Programs, BRK 480	(217) 206-8319
International Student Services, HRB 52	(217) 206-6678
Internships and Prior Learning, BRK 482	(217) 206-6640
Learning Hub, BRK 460	(217) 206-6503
LGBTQA Resource Office, SLB 22	(217) 206-8316
Parking (Decals/Tickets), PAC 119	(217) 206-8502
Records, UHB 1076	(217) 206-6709
Registration, UHB 1076	(217) 206-6174
Residence Life (Housing), HBC 1	(217) 206-6190
Student Accounts, PAC 184	(217) 206-6727
Student Affairs (Vice Chancellor), UHB 1071	(217) 206-6581
Student Life, SAB 20	(217) 206-6665
Veterans Resource Coordinator, SAB 23	(217) 206-8387

[1] For Undergraduate students.

Key:

BRK =	Brookens Library
BSB =	Business Services Building
FRH =	Founders Residence Hall
HRB =	Human Resources Building
PAC =	Public Affairs Center
PDB =	Police Department Building
REC =	Recreation & Athletics Center (also TRAC)
SAB =	Student Affairs Building
SLB =	Student Life Building
UHB =	University Hall Buildling

Academic Programs

College of Business and Management

Dean	UHB 4000, (217) 206-6533
Accountancy	UHB 4093, (217) 206-6541
Business Administration	
BBA	UHB 4054, (217) 206-6780
MBA	UHB 4049, (217) 206-7920
Economics	UHB 4049, (217) 206-7920
Management	UHB 4060, (217) 206-6712
Management Information Systems	UHB 4021, (217) 206-6067

College of Education and Human Services

Dean	BRK 363, (217) 206-6784
Educational Leadership	BRK 377, (217) 206-6306
Human Development Counseling	BRK 332, (217) 206-6504
Human Services	BRK 332, (217) 206-6687
Social Work	BRK 332, (217) 206-6687
Teacher Education	BRK 330, (217) 206-6682
Teacher Leadership, Masters	BRK 377, (217) 206-7516

College of Liberal Arts and Sciences

Dean	UHB 3000, (217) 206-6512
African-American Studies	UHB 3050, (217) 206-6779
Astronomy/Physics	HSB 314, (217) 206-6589
Biology	HSB 223, (217) 206-6630
Chemistry	HSB 314, (217) 206-6589
Clinical Laboratory Science	HSB 314, (217) 206-6589
Communication	UHB 3010, (217) 206-6790
Computer Science	UHB 3100, (217) 206-6770
English & Modern Languages	UHB 3050, (217) 206-6779
History	UHB 3050, (217) 206-6779
Information Systems Security	UHB 3100, (217) 206-6770
Liberal and Integrative Studies	UHB 3038, (217) 206-6962
Liberal Studies	UHB 3038, (217) 206-6962
Mathematical Sciences	WUIS 13, (217) 206-8405
Music	VPA 62, (217) 206-6240
Philosophy	UHB 3010, (217) 206-6421
Psychology	UHB 3144, (217) 206-6696
Sociology/Anthropology	UHB 3038, (217) 206-6962
Theatre	VPA 62, (217) 206-6240
Visual Arts	VPA 62, (217) 206-6240
Women & Gender Studies	UHB 3038, (217) 206-6962

College of Public Affairs and Administration

Dean	PAC 430, (217) 206-6523
Criminal Justice	PAC 384, (217) 206-6301
Environmental Studies	PAC 309, (217) 206-6720
Global Studies	PAC 350, (217) 206-6646
Legal Studies	PAC 350, (217) 206-6535
Political Science	PAC 350, (217) 206-6646
Public Administration (MPA)	PAC 420, (217) 206-6310
Public Administration (DPA)	PAC 420, (217) 206-6310
Public Affairs Reporting	PAC 326, (217) 206-7494
Public Health	PAC 309, (217) 206-6720

Undergraduate Education

Capital Scholar Honors	LRH 101, (217) 206-7246

Key:

BRK =	Brookens Library
HSB =	Health & Sciences Building
LRH =	Lincoln Residence Hall
PAC =	Public Affairs Center
UHB =	University Hall Buildling
VPA =	Visual & Performing Arts Building
WUIS =	Radio Station WUIS Building

From the Chancellor

Welcome to the Springfield campus of the University of Illinois!

We hope you find this catalog helpful in exploring academic programs and careers. We invite you to visit our website as well – www.uis.edu – where you will find course descriptions and more detailed information about our university and our faculty.

Please take time to become familiar with what UIS has to offer: 45 degree programs at the undergraduate and graduate levels, online courses, and degree completion programs offered entirely online. We also have some outstanding certificate programs that you can pursue independently or while earning a degree.

At UIS, a University of Illinois education is delivered on a campus where teaching is the focus and leadership is woven into the curriculum and into the rich abundance of opportunities offered both in and outside the classroom. Our location in the vibrant state capitol of Illinois provides students with opportunities and advantages that they cannot get anywhere else, regardless of the field of study.

I encourage you to contact the Office of Admissions (www.uis.edu/admissions/) to determine which program or courses might be right for you.

Sincerely,

Susan J. Koch, Chancellor

UIS At A Glance

Location: Springfield, Illinois; state capital; site of Abraham Lincoln's Home National Historic Site; centrally located on Interstates 55 and 72.

Enrollment: 5,431 (Fall 2014)

Campus size: 746 acres

Academic programs: 45 University of Illinois degree-granting programs; 24 bachelor's degree programs; 20 master's degree programs; 1 doctoral program

Housing: Two residence halls for freshmen and sophomore students; town homes, apartments, and family housing for upper division and graduate students

Financial assistance: Nearly 76% of all UIS students receive some form of financial assistance

Student profile:

- 55.9% undergraduate and 44.1% graduate
- Full-time: 52.9%
- Residents in campus housing: 1,016 (18.7%; Fall 2014)
- Student origins: 70.3% Illinois, 14.5% rest of U. S., 15.2% international

Top five enrolled undergraduate programs:

1. Computer Science
2. Business Administration
3. Psychology
4. Accountancy
5. Biology

Top five enrolled graduate programs:

1. Computer Science
2. Management Information Systems
3. Public Administration
4. Business Administration
5. Accountancy

Athletics: NCAA Division II – 14 sports competing in the Great Lakes Valley Conference include: men's and women's soccer, men's and women's basketball, men's and women's tennis, men's and women's golf, men's and women's cross country, men's baseball, women's volleyball, women's softball, women's track and field

Clubs and organizations: 80

Entertainment: Concerts, lectures, musical and theatrical productions in the 2,000-seat Sangamon Auditorium and in the Studio Theatre. Sports and performance space, as well as fitness and wellness activities in the TRAC (The Recreation and Athletic Center).

UIS has approximately 33,127 alumni and certificate holders located throughout the world, with the greatest concentration (24,196) in Illinois.

About UIS

The Campus: Its History and Philosophy

UIS is a campus that attracts students who want to earn a U of I degree in a supportive environment where classes are small and faculty members truly know their students, serving as advisors, mentors and friends as well as teachers. The UIS curriculum cuts across disciplines and emphasizes civic engagement. As a result, course work in every major is relevant to today's world. Students learn new skills and develop an understanding of their responsibility to lead and improve their communities. They test these new abilities in the real world, through a myriad of hands-on internships, fellowships, and research opportunities open to students at both the undergraduate and graduate levels.

UIS is home to students beginning their first year of college as well as to those finishing their doctorate. Our students include traditional-aged residential students and older commuter students with full-time jobs and families. They number more than 5,000, and they come from all parts of the globe. Not surprisingly, our more than 80 student organizations reflect a variety of tastes and interests.

Just as varied is our range of academic and professional programs – 24 bachelor's degrees, 20 master's degrees, and one doctoral program (in public administration). Students can choose a traditional discipline such as history, psychology, or biology; a more career-oriented path such as business administration and management information systems; or an inter-disciplinary program such as environmental studies or communication.

UIS is located in Springfield, the capital city of Illinois and the hometown and final resting place of Abraham Lincoln, whose legacy is still strong in the community. UIS' spacious, wooded campus is just minutes from downtown, near the shoreline of Lake Springfield. UIS joined the University of Illinois in 1995, and the campus will mark its 45th anniversary in 2015.

The Learning Environment

UIS' learning environment includes the community, as the academic programs and public affairs activities are structured to make good use of the resources a capital city has to offer, especially government agencies that can provide internship, experiential, and research opportunities – and not just for graduate students. Many undergraduate programs require students to complete an internship or off-campus work experience. UIS is also a national leader in online education, with several bachelor's completion programs, several master's programs, and several certificate programs offered fully online.

At UIS, a great deal of learning takes place outside the classroom. Students of politics can see it all, from the day-to-day functioning of the legislature to special interest groups demonstrating on the Statehouse lawn. Majors in health professions can capitalize on the facilities of the area's largest medical center, with ties to the Southern Illinois University School of Medicine. History and archaeology students alike can take part in the investigations at New Philadelphia, the first American town founded by an African-American man. Students interested in the legal system can work in the Downstate Innocence Project to exonerate people wrongly convicted of crimes. Those interested in social justice can travel to a Third World country to explore conditions in sweatshops there. Aspiring journalists can spend

a six-month internship reporting for a major media outlet. Whatever their majors, students leave UIS with solid, real-world experience, skilled as well as educated.

Public Affairs

At UIS, we have a long history of emphasizing public affairs instruction, research, and service. Many campus outreach efforts are coordinated and administered through units housed within the College of Public Affairs and Administration. The Center for State Policy and Leadership, a major research and service center, sponsors applied research and educational programs on a variety of public policy issues and topics.

On an individual level, students are encouraged to widen their perspective on public affairs and service through course work in the Engaged Citizenship Common Experience.

In short, UIS students are shaped by their time here in many ways and acquire a different perspective on their world. At UIS, our focus is on preparing students for lives of meaningful work, and lives of meaning.

Mission Statement

The University of Illinois at Springfield provides an intellectually rich, collaborative, and intimate learning environment for students, faculty, and staff while serving local, regional, state, national, and international communities.

UIS serves its students by building a faculty whose members have a passion for teaching and by creating an environment that nurtures learning. Our faculty members engage students in small classes and experiential learning settings. At UIS, the undergraduate and the graduate curricula and the professional programs emphasize liberal arts, interdisciplinary approaches, lifelong learning, and engaged citizenship.

UIS provides its students with the knowledge, skills, and experience that lead to productive careers in the private and public sectors.

UIS serves the pursuit of knowledge by encouraging and valuing excellence in scholarship. Scholarship at UIS is broadly defined. Faculty members are engaged in the scholarship of discovery, integration, application, and teaching. Excellence in teaching and meaningful service depend on a foundation of excellence in scholarship.

One vital area in which UIS extends its scholarship, teaching, learning, and expertise beyond the campus is in the broad area of public affairs. From its location in the state capital, UIS shapes and informs public policy, trains tomorrow's leaders, and enriches its learning environment through a wide range of public affairs activities, programs, and organizations.

UIS empowers its students, faculty, and staff by being a leader in online education and classroom technology. UIS uses technology to enhance its distinctive learning environment and extend that environment beyond the boundaries of the campus.

Vision Statement

UIS will be a premier public university offering innovative, high-quality liberal arts education, public affairs activities, and professional programs dedicated to academic excellence, to enriching individual lives, and to making a difference in the world.

Governance and Accreditation

The three University of Illinois campuses – Springfield, Urbana-Champaign, and Chicago – are governed by the U of I Board of Trustees and are among 12 public university campuses in the state, all coordinated by the Illinois Board of Higher Education. Internally, UIS is governed by the chancellor with advice from administrators and the Campus Senate.

UIS is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Contact the Commission in writing at:

30 North LaSalle Street
Suite 2400
Chicago, IL 60602-2504
phone (312) 263-0456 or (800) 621-7440
fax (312) 263-7462
e-mail at info@hlcommission.org; or go to the website at http://ncahlc.org/.

Campus Policies

UIS has implemented a number of policies, including those relating to affirmative action, religious observances, sexual harassment, use of drugs and alcohol, human rights, and possession of weapons. An overview of all these policies, as well as the Campus Safety Policy and campus crime statistics, is available at www.uis.edu/humanresources/policies/policies/. Students may also wish to review the campus Volunteer Emergency Worker Policy and Policy Regarding Call-Up of Students to Active Duty in the Military, both available at www.uis.edu/registration/more/leavepolicies/.

Academic Information For All Students

- General Admissions & Academic Information (p. 8)
- Registration Procedures for All Students (p. 12)
- Academic Standards for All Students (p. 12)

General Admissions & Academic Information

Absence of Student Due to Religious Beliefs

Any student in an institution of higher learning, other than a religious or denominational institution of higher learning, who is unable, because of his or her religious beliefs, to attend classes or to participate in any examination, study, or work requirement on a particular day shall be excused from any such examination, study, or work requirement and shall be provided with an opportunity to make up the examination, study, or work requirement that he or she may have missed because of such absence on a particular day; provided that the student notifies the faculty member or instructor well in advance of any anticipated absence or a pending conflict between a scheduled class and the religious observance and provided that the make-up examination, study, or work does not create an unreasonable burden upon the institution. No fees of any kind shall be charged by the institution for making available to the student such an opportunity. No adverse or

prejudicial effects shall result to any student because of his or her availing himself or herself of the provisions of this Section.

Academic Advising

UIS is committed to advising students at all phases of their education. The Office of Advising Services, Information and Support (OASIS) serves all freshmen, some sophomores, undeclared majors at any stage of degree completion, and students in transition between majors or other academic programs. OASIS advisors assist students in meeting requirements of the UIS General Education Curriculum and the Engaged Citizenship Common Experience (ECCE). Students may contact OASIS by email at studentsuccess@uis.edu. (studentsuccess@uis.edu) The OASIS website (www.uis.edu/advising/) contains useful information for undergraduates at all stages of the baccalaureate degree.

College advisors are professional staff, who work with individual undergraduate students in the college where the student is seeking a major. They assist students with course scheduling, curriculum planning, and navigating academic policy and procedure. Faculty advisors work with individual students to see that satisfactory progress is made toward the degree as well as toward personal and career goals. Students can change advisors at any time by contacting their program office. It is recommended that students arrange appointments with their advisors before registering for any given semester.

Freshmen are assigned an academic advisor prior to summer orientation. Undergraduate transfer students will be formally assigned a college and/or faculty advisor during their first semester at UIS. Master's degree students will be formally assigned a faculty advisor during their first semester at UIS. Doctoral students are assigned an advisor when they are admitted to the doctoral program.

Assessment

As an institution in which excellence in teaching is an overriding goal, UIS takes seriously its obligation to look carefully and systematically at what students learn — in other words, to assess student learning outcomes. Information about UIS' assessment activities can be found on the assessment website at www.uis.edu/assessment/.

Catalog Requirements

Students may choose to meet the academic program requirements outlined in the catalog that is in force at the time of their first semester of entry (enrollment) at UIS as a degree candidate or of any catalog in force during a subsequent period, not to exceed seven years for bachelor's candidates, six years for master's candidates, and eight years for doctoral candidates. A catalog year includes the fall, spring, and summer of each academic year. Students who are unable to complete graduation requirements within the specified time may, at the discretion of the academic program, be held responsible for requirements of the catalog in force during their graduation year, or may be required to re-take the courses. In the event a student elects to graduate under requirements specified in a catalog subsequent to the one under which he or she entered UIS, the student must submit a Student Petition and have it approved by the student's advisor and the department chair.

Course Numbering System

The three-letter prefix indicates that the course is in a particular academic program (e.g., SWK – Social Work) or is offered by a particular unit (e.g., CAP – Capital Scholars Honors); UNI – University courses are offered by a number of units across campus and are open to all students. CAP courses are open only to students enrolled in the Capital Scholars Honors Program.

The three-digit identifying number signifies who may enroll in the course for credit, as follows:

000-099	Open to all undergraduate students. An academic preparation course is generally appropriate for first-year students, or transfer students fulfilling lower-division requirements.
100-199	Open to all undergraduate students. An introductory course is generally appropriate for first-year students, or transfer students fulfilling lower-division requirements
200-299	Open to any student who has completed the 100-level prerequisites, if any.
300-399	Generally intended for juniors and seniors, but others may register if they have completed 200-level prerequisites, if any.
400-499	Advanced undergraduate, as well as master's students. Individual master's programs may limit the use of 400-level course work. Master's students should contact their program for additional information.
500-599	Master's students and doctoral students. The doctoral program may limit the use of 500-level course work. Doctoral students should contact their program for additional information.
600-699	Doctoral students.

The following terminology is associated with UIS course numbers. Courses numbered 000 to 099 are considered academic preparation courses and cannot be used to meet degree requirements. Courses numbered 100 to 299 are considered lower-division undergraduate courses. Courses numbered 300 to 399 are considered upper-division undergraduate courses. Courses numbered 400-499 are considered upper-division undergraduate courses or graduate courses, depending on the level of the student at the time the course is taken. Courses numbered 500-699 are considered graduate courses.

English Language Proficiency

Students whose native language is not English and who have not earned at least an associate's degree from an accredited U.S. college or university must submit an official score report documenting their performance on the Test of English as a Foreign Language (TOEFL) or another equivalent exam approved by the university.

In certain situations, students whose native language is not English may submit a petition to waive the English test requirement. These situations include:

- Applicants who have successfully completed with a "B" or higher Composition 1 and 2 and a Speaking course at an accredited college or university in the U.S., U.K., Australia, Canada (English-medium school), Ireland, New Zealand, or South Africa.
- Applicants who transfer with 60 credits and a GPA of 2.0 or better on a 4.0 scale from an accredited college or university in the U.S., U.K., Australia, Canada (English-medium schools), Ireland, New Zealand, or South Africa.

- Applicants who have a minimum of two years of professional employment experience in the U.S. This demonstration is subject to employer verification.

Students who believe they qualify for a waiver of the English Language test should submit the petition to the UIS Office of Admissions. The form can be found online at http://www.uis.edu/admissions/international/englishwaiver/.

Undergraduate Students

Applicants whose native language is not English must submit official TOEFL scores (or the approved equivalent exam). A TOEFL score of not less than 500 (paper-based) or 61 (Internet-based) fulfills the English proficiency requirement for undergraduate admission. Those who earned an associate degree in the United States with a GPA of 2.0 or better on a 4.0 scale, or those who graduated from and attended a U.S. high school for three or more years, are not required to submit TOEFL scores.

Master's Students

Applicants whose native language is not English must submit official TOEFL scores (or the approved equivalent exam). A TOEFL score of not less than 550 (paper based) or 79 (Internet based) fulfills the English proficiency requirement for admission to master's-level study at UIS. Applicants who hold a U.S. bachelor's degree with a GPA of 2.50 or higher (on a 4.0 scale) are not required to submit TOEFL scores. (***NOTE***: Some programs require a GPA of 3.0 to waive TOEFL. See individual program statements for any additional proficiency requirements.)

Doctoral Students

Applicants whose native language is not English must submit official TOEFL scores (or the approved equivalent exam). A score of at least 575 (paper based) or 88 (Internet based) fulfills the English proficiency requirement for admission to doctoral study at UIS.

Graduation Information

Graduation Application

All students who plan to earn a degree must submit a graduation application, whether they participate in the commencement ceremony or not. A mandatory, non-refundable graduation application fee will be charged to each student upon submission of the application. It is important to submit the graduation application as soon as possible, but no later than the posted deadline for the applicable semester. Graduation application deadlines are posted in the Office of Records and Registration (http://www.uis.edu/registration), in academic department offices on campus, and emailed to all students each semester. To complete the graduation application process, a student's advisor and department chair MUST sign a Graduation Application Signature Form and forward it to the Office of Records and Registration. By signing this form, they are verifying that the student is on track to complete his/her degree requirements in the semester indicated on the form. Each student should complete, print, and submit the Graduation Application Signature Form to his/her advisor as soon as possible. The Graduation Application Signature Form **must** be received in the Office of Records and Registration before a student can graduate.

Commencement

A commencement ceremony will be held each May for graduating students. The following groups of individuals may be eligible to participate in the spring commencement ceremony if they meet all of the listed guidelines. There will be ***no exceptions*** to the criteria listed below. Please note that students can only participate in the commencement ceremony in which they are first eligible. Students cannot participate in more than one ceremony for the same degree program.

Summer and fall graduates are automatically eligible to participate. **Spring** candidates are eligible to participate if their graduation application has been submitted by the posted deadline and if they will complete all degree requirements by the end of the spring semester. **Summer** candidates are eligible if they have submitted a graduation application and have a Student Petition form (approved by their program) on file in the Office of Records and Registration asking to participate in the ceremony by the posted deadline. **PLEASE NOTE** that generally students cannot have any incomplete courses or more than eight hours (undergraduate) or four hours (graduate) still to be taken during the summer term.

All students participating in the commencement ceremony must purchase a cap and gown through the UIS Bookstore. Information pertaining to graduation and commencement eligibility will be sent to students from the Office of Records and Registration in early spring. Students with questions regarding graduation or commencement eligibility should contact the Office of Records and Registration.

Obtaining a Second Degree

Bachelor's Degrees

Students who have already earned a baccalaureate degree and seek a second one from UIS must complete all hours toward the major that are required by the academic program. A minimum of 30 semester hours toward the second degree must be completed at UIS. Students who earned the first degree at UIS must complete only those general education hours required by the academic program as prerequisite or foundation courses for the second baccalaureate degree. If the first degree was earned at another institution, the student must meet requirements in the Engaged Citizenship Common Experience (ECCE). Credit from a previous degree may not be used for the degree in progress.

Master's Degrees

All program and campus requirements for the master's degree are in effect even for those students who have previously earned an advanced degree. Credit from a previous degree may not be used for the degree in process.

Doctoral Degree

All program and campus requirements for the doctoral degree are in effect even for students who have previously earned an advanced degree. Credit from a previous degree may not be used for the degree in process.

Student Classification

Undergraduate students are classified into the following categories based upon the number of hours earned:

Freshmen	1 to 29.99 hours of credit
Sophomores	30 to 59.99 hours of credit
Juniors	60 to 89.99 hours of credit
Seniors	90+ hours

Graduate students are those working toward a master's or doctoral degree or certificate.

Transcripts

The Office of Records and Registration will issue official transcripts of a student's UIS academic record when the student submits a request in writing or through Student Self-Service. Students must be in good financial standing with the University of Illinois. A fee is charged for each transcript at the time the request is made. Additional information about requesting and paying for transcripts can be found on the Office of Records and Registration's website.

Tutorials

Tutorials are intended to supplement, not supplant, regular course offerings. Students interested in a tutorial must secure the consent of the faculty member concerned before registration and submit any required documentation to him or her.

Undergraduate Enrollment in Graduate Courses

An undergraduate student who wishes to enroll in 500-level courses for credit must obtain the approval of the student's faculty advisor and work with the course instructor to have the necessary electronic approval entered. The student's work will be evaluated at the graduate level. Credits earned by undergraduates permitted to enroll in graduate courses may be counted toward graduate degree requirements if they are not applied to a student's undergraduate degree.

Undergraduate/Graduate Concurrent Enrollment

An undergraduate student within 16 hours of completing all bachelor's degree requirements may enroll in undergraduate and graduate courses concurrently. Undergraduate students taking courses for graduate credit will be evaluated at the graduate level. Students must complete a Student Petition and have it signed by the instructor of the graduate course (if the course is at the 400-level), the graduate advisor, department chair, and dean. Graduate courses will be so designated when the bachelor's degree is granted, but this does not imply admission to the graduate program in which the course was taken.

Students seeking financial aid funding should contact the UIS Office of Financial Assistance (http://www.uis.edu/financialaid) to discuss their situation as limitations exist on awarding financial aid.

University of Illinois Residency Status for Admission and Assessment of Tuition

General Information

The University of Illinois' definition of the term "resident" may be different from the definitions developed by other, non-university agencies. Thus, a person who is an Illinois resident for tax or voting purposes, for example, is not necessarily a resident for University of Illinois tuition and admission purposes. The university's definition of resident status applies both to payment of tuition and admission to the University of Illinois.

Principal elements that determine residency are domicile in Illinois and actions that evidence the intent to make Illinois the person's permanent residence for a period of 12 months prior to the first day of class. A person has but one domicile at any time. Mere physical presence in Illinois, regardless of how prolonged, is insufficient to establish residency without the existence of action and intent to make the place a permanent residence and principal home. In order to establish bona fide residency under this policy, a person must be independent and demonstrate presence and intent to reside permanently in Illinois for reasons other than educational objectives.

The burden of establishing that a student is domiciled in Illinois for other than educational purposes is on the student. The regulations, factors, and procedures enumerated in this policy will be considered by the university in determining the residency status of students.

Procedures

The Director of Admissions, or a designee, shall determine the initial residence classification of each student at the time the student enters or reenters the university.

A student who is not satisfied with the determination concerning his/her residence classification may request that the responsible official reconsider the determination. For the purposes of admission, the written request must be received by the Office of Admissions within 20 calendar days from the date of notification of residency status. For the purposes of assessment of tuition, the written request must be received by the Office of Admissions within 20 days of the date of assessment of tuition or the first scheduled day of classes for the term for which the tuition is payable, whichever is later.

The request should include the Petition for Determination of Residency Status and all other materials applicable to the claim. The request and accompanying documentation will not be returned, and the student is advised to maintain a copy for his/her records.

If the student is still not satisfied with the determination after it has been reconsidered, he or she may appeal the decision to the director, University Office for Academic Policy Analysis. The appeal shall be in writing and shall include reasons for the appeal. The appeal must be received by the Director of Admissions within 20 days of the notice of the ruling. It will then be referred to the director, University Office for Academic Policy Analysis. A student who fails to file an appeal within 20 days of the notice of the ruling waives all claims to reconsideration for that academic session. Filing deadlines cannot be extended or waived and applications and appeals not filed in a timely manner will not be reviewed. The decision of the director, University Office for Academic Policy Analysis, shall be final in all cases.

For detailed information on regulations and statutes used to determine residency, contact the Office of Admissions (http://www.uis.edu/admissions).

Registration Procedures for All Students

The dates and times of registration are posted each semester on the Office of Records and Registration's (http://www.uis.edu/registration) website. This site also contains information regarding current courses and up-to-date information on registration procedures, tuition and fees, and relevant deadlines.

Audit

Students who audit courses are required to pay full tuition and fees and are responsible for covering the charges incurred for the audited course(s). **PLEASE NOTE** that audited courses cannot be covered by any financial aid resources including federal, state, or institutional funds. Courses audited successfully appear on the transcript with the grade of AU. Credit for audited courses may not be established under any circumstances.

A change from credit to audit may be made through the last day for authorized withdrawal. Full-time students must include audit courses as part of the maximum load requirement.

The instructor may determine that the audited course should not be placed on a student's transcript if he or she does not attend class regularly. When enrollment in a course is limited, students enrolling for credit are admitted before audits are allowed.

Credit / No Credit

Students wishing to select the credit/no credit grading option (when available for a particular course) must officially register their intent by selecting that option via the online registration system before the course is three-fourths completed. No changes are accepted after the designated date. Limits on the number of hours earned under the credit/no credit option may be established by individual programs.

Credit is awarded under this option to undergraduate work that represents a grade of C or better (grades of C- will not be accepted) or to graduate work that represents a grade of B or better (grades of B- will not be accepted). For lesser work, a grade of NC is recorded on the transcript. Courses taken for credit/no credit are **not** included in calculating the cumulative grade point average.

Grading and Grade Changes

All mid-term and final course grades are initially assigned by the instructor of record each semester. Once submitted mid-term grades cannot be changed. Subsequent grade changes for final grades can only be initiated by the instructor of record who must sign and submit a Grade Change Form to the Office of Records and Registration. In the instructor's absence, the dean of the college in which the course was taken, the Vice Chancellor for Academic Affairs, or the appropriate associate vice chancellor for undergraduate or graduate education may sign the Grade Change Form.

Grading Option Changes

Students may change the grading option for those courses offered with more than one grading option. Changes include standard letter to credit/no credit and vice versa, as well as changes to audit (note: changes to audit can only be made by contacting the Office of Records and Registration). Specific deadlines can be found on the Office of Records and Registration's (http://www.uis.edu/registration) website.

Withdrawals

Students may terminate registration in a course by officially withdrawing by the deadlines posted each semester. All withdrawals from courses must be made officially according to procedures outlined on the Office of Records and Registration's (http://www.uis.edu/registration) website. Non-attendance or non-payment does **not** constitute an official withdrawal. Students are financially responsible for all courses not officially dropped according to the policy and deadlines indicated. Specific deadlines will be published each term on the Office of Records and Registration's website.

No withdrawals will be processed after the published deadlines. When the withdrawal occurs after 10 percent of a course has passed, a "W" appears on the transcript for the course from which the student withdrew. No notation appears on the transcript when the withdrawal occurs during the first 10 percent of a course. Students who fail to withdraw officially from a course at any point will be assigned a failing grade.

See the Office of Records and Registration's (http://www.uis.edu/registration) website for more specific information about withdrawals. Please note that withdrawing from some or all courses may have academic and/or financial implications.

Academic Standards for All Students

Academic Integrity

The UIS community of faculty, staff, students, and alumni are committed to academic excellence, which thrives on honesty, trust, and mutual respect. Academic integrity is at the heart of this commitment. Students are responsible for being aware of the UIS Academic Integrity Policy and for demonstrating behavior that is honest and ethical in their academic work.

Academic violations include plagiarism, cheating, misrepresentation, academic interference, unauthorized access, and facilitation. Violations of the Academic Integrity Policy may result in sanctions including failing the assignment, failing the course, transcript notation, and/or referral for Academic Hearing. The policy and other academic integrity information can be found on the UIS Academic Integrity website: www.uis.edu/academicintegrity/.

Academic Load

One of the requirements to qualify for financial assistance is to be enrolled for at least six credit hours each semester. For additional information regarding what qualifies as full-time status for financial aid purposes at UIS, please contact the UIS Office of Financial Assistance (http://www.uis.edu/financialaid).

Students are classified into various time-status categories based upon the number of hours in which they are enrolled for a particular semester. Undergraduate students enrolled for either the fall or spring semesters are considered to be full-time if enrolled in 12 credit hours, and graduate students are considered full-time if enrolled in 9 credit hours. An undergraduate student enrolled in fewer than 12 credit hours is considered part-time, and a graduate student enrolled in

fewer than 9 credit hours is considered part-time. During the summer, both undergraduate and graduate students are considered to be full-time if enrolled in 6 credit hours. Students enrolled in fewer than 6 hours during the summer are considered to be part-time. Additional information regarding enrollment time status can be found on the UIS Office of Records and Registration (http://www.uis.edu/registration) website.

To enroll for more than 18 semester hours during the fall or spring semesters, or more than eight semester hours during the summer term, a Student Petition requesting an overload must be approved by the appropriate individuals. Additional information regarding the required signatures can be found on the Office of Records and Registration's (http://www.uis.edu/registration) website.

A graduate assistant's normal course load is eight to 12 hours per semester (16 to 24 hours per academic year). Graduate assistants who wish to enroll for more than 24 hours in any academic year must have the approval of the advisor, a department chair, and the appropriate dean. The graduate assistantship tuition waiver covers a maximum of 30 hours per academic year (fall, spring, and summer). Graduate Assistants are not required to register for the summer term.

A graduate public service intern's normal course load is 16-18 hours for the academic year, not to exceed 9 hours in the fall or spring semesters. Interns who wish to register for more than 9 hours for any given term must have the approval of the GPSI Director. Graduate Public Service interns are not required to register for the summer term.

Academic Probation and Suspension

Students who have a UIS cumulative grade point average of less than 2.0 (undergraduates) or 3.0 (master's and doctoral students) will be placed on academic probation. Courses taken for credit/no credit do not count in calculating this average.

Degree-seeking students on academic probation may enroll for up to 12 credit hours in the subsequent fall or spring (six hours in the summer) with approval of their academic advisor. Non-degree-seeking students on academic probation must meet with the appropriate associate vice chancellor for undergraduate or graduate education and may also be required to meet with a representative of the academic program in which they are taking classes.

Students placed on academic probation for two successive terms will be academically suspended and must wait two semesters before petitioning for re-admission (summer is considered a semester). Students who are receiving financial assistance should refer to the satisfactory academic progress section of the Financial Assistance Information for all Students (p. 15) chapter in this catalog.

Appeal of Academic Suspension forms are available on the Office of Records and Registration's (http://www.uis.edu/registration) website. Students in exceptional circumstances may appeal immediately.

Complete details on UIS' academic probation and suspension policy are available from the Office of Records and Registration (http://www.uis.edu/registration).

Campus Graduation Grade Policy

Undergraduate students must earn a UIS institutional grade point average of at least 2.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 2.0 to receive a bachelor's degree.

Master's students must earn a UIS institutional grade point average of at least 3.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 3.0 to receive a master's degree.

Doctoral students must earn a UIS institutional grade point average of at least 3.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 3.0 to receive a doctoral degree.

Deans' List

UIS recognizes superior academic achievement of undergraduate students at the end of each fall and spring semester. Students placed on the deans' list must have:

1. a semester grade point average of 3.75 or higher;
2. completed at least eight graded semester hours (this does not include hours graded as credit/no credit); and
3. no incomplete grades awarded for the semester.

Grade Point Average

The grade point average is determined by multiplying grade point equivalents by the number of semester hours earned in a course, then dividing the total number of grade points earned in all courses completed at UIS by the total number of hours represented by those courses (excluding courses with grades of ACR, AU, CR, DFR, I, NC, NR, R, or W).

UIS grade point equivalents are defined as follows:

A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
D-	0.70
F	0.00

Grades Acceptable Toward Graduate Degrees

Campus policy allows master's degree students to apply a maximum of eight hours of C grades (grades of C- or lower are not allowed) toward a degree, provided they have earned a minimum 3.0 GPA at the time of graduation. Individual academic programs may require a higher minimum grade for graduate credit, so graduate students should check with their academic advisor and/or department regarding individual program requirements to determine if a grade of C is acceptable. Credit for courses in which grades below C, including grades of C-, are earned will not count toward master's degree requirements.

Doctoral students are expected to do scholarly work of high caliber. The DPA Program requires a cumulative grade point average of at least 3.0 and course grades no lower than B (including incoming transfer courses). Grades of B- or lower will not count toward doctoral degree requirements. All DPA courses must be taken with a standard letter grading option.

Grades/Grading

Grades are released only to students in good financial standing with UIS. They are assigned according to the following scale.

A	Excellent
B	Good
C	Fair
D	Marginal, but passing
F	Unsatisfactory or unofficial withdrawal. Courses in which F grades are earned count in determining grade-point average, but cannot be used to meet degree requirements
ACR	Academic Preparation Credit, represents credit earned in academic preparation courses that cannot be used to meet degree requirements.
AU	Audit, no grade or credit earned. The deadlines for changing enrollment from credit to audit are posted each term. Students who enroll as full-time must include any course they wish to audit as part of the maximum permitted load. For auditing students who do not attend class regularly, the course may not appear on the transcript. Credit for an audited course cannot be established under any circumstances. If enrollment in a course is limited, for-credit students are admitted before audits are allowed. Full tuition and fees are assessed for audited courses and are the responsibility of the student. No financial aid resources, either federal, state, or institutional, can cover audited courses.
CR	Credit, represents a grade of C or better for undergraduates (grades of C- will not count for credit), or B or better for graduate students (grades of B- will not count for credit).
DFR	Deferred, used only for courses of a continuing nature, such as graduate research. Continues to appear until the course work has been completed and a grade assigned. Reregistration is not necessary, except for graduate closure courses. Courses for which a DFR grade may be awarded will be designated in advance.
I	Incomplete, after a period not to exceed one year, the provisional grade becomes permanent unless a grade change was submitted. Re-registration is not necessary, unless required by the course instructor.
NC	No Credit, assigned to undergraduate students who earn grades below C (this includes grades of C- or lower), or graduate students who earn grades below B (this includes grades of B- or lower) under the credit/no credit option.
NR	Indicates a grade was not reported to the Office of Records and Registration by the course instructor.
R	Indicates the course has been repeated. The original grade does not count in determining the grade-point average.
W	Authorized Withdrawal, appears on the transcript for the course(s) from which the student officially withdraws.

Incomplete Work

Students with extraordinary circumstances that prevent them from completing all requirements for a course on time may request a designation of “I” (Incomplete) from their instructor. The assignment of an incomplete is solely at the instructor’s discretion, and requires that the student complete all course requirements within 12 months of the end of the term for which the Incomplete was assigned. When an Incomplete is assigned, the instructor also submits a “provisional grade” reflecting the grade that the student will receive if the course is not completed at the end of 12 months. Please note that re-registration in the course is not necessary, unless required by the instructor.

Repeating Courses

At the end of each semester, the Office of Records and Registration reviews academic history information and marks repeated courses according to the guidelines listed below for undergraduate, master’s, and doctoral students. In order for one course to serve as a repeat of another, both courses must have been completed at UIS with the same course prefix, number, credit hours, and title. If any of these items differ, but the content of the two courses is the same, a Student Petition must be approved by the student’s academic advisor and the department chair of the program in which the course was offered. Please note that when there is a credit variance of more than one hour between the original course and the course being repeated, the second course cannot serve as a repeat of the first under any circumstances. If a student feels that a particular repeat has not been appropriately marked or has questions about repeating courses, the student should contact the Office of Records and Registration (http://www.uis.edu/registration).

Undergraduate students may have restrictions on the number of times a particular course may be repeated depending on a student’s academic program. When a student repeats a course in which a grade was earned, the second grade will appear on the transcript; the first grade will be replaced with an “R” (repeat) designation and will not count in determining a grade point average. Subsequent repeats will appear on the transcript and will be used in calculating the GPA.

Master’s students may repeat graduate course work once (excluding master’s project or thesis credit) without penalty unless the academic program does not permit course repeats. The grade and hours earned when the course is repeated will appear on the transcript. The first grade will be replaced with an “R” (repeat) designation and will not count in determining grade point average. Subsequent repeats will appear on the transcript and will be used in calculating the GPA.

Doctoral students may repeat doctoral course work once (excluding dissertation credit) without penalty. The grade and hours earned when the course is repeated will appear on the transcript. The first grade will be replaced with an “R” (repeat) designation and will not count in determining the grade point average. Subsequent repeats will appear on the transcript and will be used in calculating the GPA.

Undergraduate Honors

Academic honors are bestowed as a means of recognizing and encouraging superior academic achievement among baccalaureate candidates. Only grades obtained at UIS will be considered. The cumulative grade point average will be calculated on all graded, undergraduate credit received at UIS. At least 30 hours of graded credit must be accumulated at UIS to be considered for honors.

- Final grade-point average of 3.50-3.74 will receive a cum laude designation.
- Final grade-point average of 3.75-3.89 will receive a magna cum laude designation.
- Final grade-point average of 3.90-4.00 will receive a summa cum laude designation.

Honor recipients will be recognized at commencement based on work completed at the end of the semester immediately preceding commencement. Honor statements will appear on each student's diploma and transcript based on the final UIS grade-point average earned.

Financial Assistance Information for All Students

www.uis.edu/financialaid
Office Phone: (217) 206-6724
Office Location: UHB 1015

The UIS Office of Financial Assistance (http://www.uis.edu/financialaid) coordinates federal, state, institutional, and private financial aid programs.

Undergraduate students, except those entering UIS as first-time freshmen, must transfer at least 12 credit hours to UIS to be eligible for financial assistance. Students pursuing a master's degree or graduate certificate must have earned a bachelor's degree - doctoral students must have earned a master's degree - and proof of that degree must be on file with the Office of Admissions (http://www.uis.edu/admissions).

Assistance is available in the form of grants, tuition waivers, assistantships, scholarships, loans, part-time employment, and veterans' benefits. Students are encouraged to apply as early as possible for all forms of assistance and it is recommended that the federal application (FAFSA) for the award year that begins each August be completed as soon as possible after January 1 each year.

Veterans

The Office of Financial Assistance (http://www.uis.edu/financialaid) must certify military veterans for benefits (GI Bill, Illinois National Guard, Illinois Veterans Grant, MIA/POW, Veterans Vocational Rehabilitation). A Request for Veterans Program Benefits Form must be filed with the UIS certifying official each year the student wants benefits to be processed. Additional paperwork may be required depending on the type of benefit. Contact the Office of Financial Assistance (http://www.uis.edu/financialaid) to find out about the documentation required for a specific benefit.

Veterans must notify the office of any changes that they make to their course schedule within three (3) business days. Please note these changes may result in a change in benefits. Veterans must also notify the office of changes in address, academic status (withdrawals, added classes, etc.), and number of dependents (through marriage, divorce, births, deaths, etc.).

For information concerning the UIS policy on military course credit, please refer to the "Academic Information for Undergraduate Students (p. 27)" section of this catalog.

Illinois Veterans Grant

Students seeking this benefit must have been in active military service for at least one year unless discharged for medical reasons. All discharges must be honorable. Students must have resided in Illinois within six months of entering the service and must return to Illinois within six months of leaving the service.

To apply, complete an application through the Illinois Student Assistance Commission (ISAC). Application forms can be obtained from the Office of Financial Assistance (http://www.uis.edu/financialaid) or downloaded at http://www.isac.org. Once ISAC has processed the application, students will be mailed a letter of eligibility. This letter of eligibility must be submitted to the UIS Office of Financial Assistance prior to the end of the semester of enrollment. A Request for Veterans Program Benefits Form must also be filed with the UIS certifying official each year after July 1st the student wants benefits to be processed. This must be done prior to the end of the semester of enrollment for which benefits are being requested.

Illinois National Guard Grant

To apply for a National Guard Grant, the student must be on active-duty status and must have served in the Illinois National Guard for at least one year. Applications for this grant may be completed online at http://www.isac.org. Applications are renewable each year and must be processed by the Illinois Student Assistance Commission (ISAC). ISAC must receive all applications by the following deadlines: fall semester - October 1; spring semester - March 1; summer term - June 15.

Federal and State Financial Assistance Programs

(Federal Pell, Federal SEOG, Federal Work-Study, Federal Direct Stafford Loans, Federal Perkins Loans, Federal Direct PLUS Loans, TEACH Grant, and Monetary Award Program Grant)

To receive assistance from most federal and state programs, students must meet all eligibility requirements set forth in the Higher Education Act as amended. These requirements include approved citizenship status, enrollment level, status as a regularly admitted student pursuing a degree (graduate students should also refer to the section concerning Conditional/Provisional Admission for Graduate Programs (p. 17)), enrollment in course work required for that degree, and satisfactory academic progress (p. 17). All financial aid programs have maximum time frames. In addition all degree programs have a maximum number of attempted hours to receive financial assistance (refer to the Satisfactory Academic Progress policy section for additional information on time frame (p. 17)). The student must complete the Free Application for Federal Student Aid (FAFSA) every year that he or she wishes to receive financial assistance.

Institutional Programs

Institutional Tuition Waivers, Grants, and Student Employment

Each year the campus provides a limited number of tuition waivers made on the basis of demonstrated financial need. The Student-to-Student Grant program is funded with voluntary student contributions

and matching state aid. Awards are given to undergraduates with financial need.

To seek student employment, all new students must register with CareerConnect through either the Financial Assistance website or Career Development Center website. All students are required to upload a resume, which is processed for approval. An approved resume allows the student to search for employment using CareerConnect.

UIS Student Emergency Loan Fund

This fund provides short-term loans to students who meet the Standards of Satisfactory Academic Progress requirements and who are also enrolled at least half time (a minimum of six credit hours). Except in cases of extreme emergency, loans are limited to students working on campus and/or those with expected financial aid.

Institutional Scholarships

There are more than 120 privately supported institutional scholarships and awards available to qualified UIS students. The annual application is available beginning December 1 each year and must be submitted by no later than **February 15** each year. Visit the UIS Office of Financial Assistance website at www.uis.edu/financialaid to review a current list of available scholarships or to complete the online application.

Application Procedures for Financial Assistance

To be awarded state, federal, and institutional need-based financial assistance, the student must complete the Free Application for Federal Student Aid (FAFSA) indicating UIS (school code 009333) as a school choice.

The FAFSA can be accessed and submitted online at www.fafsa.ed.gov. (http://www.fafsa.ed.gov) To electronically sign the FAFSA you must obtain a PIN for both yourself and one parent if you are a dependent student. PINs can be created and retrieved at www.pin.ed.gov. (http://www.pin.ed.gov) The FAFSA includes instructions for submitting the information electronically to the federal processor, who will send the results directly to UIS and, for Illinois residents, to the Illinois Student Assistance Commission, initiating a state application. Additionally, students must meet the following requirements:

1. Be fully admitted to UIS as a degree-seeking student.
2. Enroll in at least six credit hours toward the completion of your degree.
3. Maintain satisfactory academic progress measured by completion rate, GPA, and maximum time frame. Refer to the Satisfactory Academic Progress Policy section (p. 17) for additional information. The standards of this policy are established by the U.S. Department of Education and may differ from the academic policies of the University. For more information on the University's academic policy, please visit the Office of Records and Registration website (http://www.uis.edu/registration). (http://www.uis.edu/registration)
4. Satisfy all outstanding requirements with the Office of Financial Assistance as noted in the requirements section for financial assistance on the Student Self Service website. (https://apps.uillinois.edu/selfservice) As a result of applying for federal assistance, the student may be selected by the federal processor or state agency to provide additional documentation.

Critical Dates Affecting Financial Assistance

Students applying for need-based assistance should be aware of the following dates:

February 15 – Deadline to apply for institutional scholarships for the upcoming year.

March 1 – FAFSA applications should be complete to ensure consideration for all forms of state assistance for the upcoming academic year.

April 15 – Last day to submit paperwork to be considered for spring financial assistance.

June 15 – Last day to submit paperwork to be considered for summer financial assistance.

November 15 – Last day to submit paperwork to be considered for fall financial assistance.

December 1 – Scholarship application available at www.uis.edu/financialaid.

Consequences of Complete Withdrawal for Aid Recipients

Recipients of Title IV (federal) financial assistance are considered to earn their aid award by attending and/or completing course work. For students who officially withdraw (i.e., drop all courses) from UIS during the semester for which federal financial assistance is received the semester is 60 percent complete (as determined by the Department of Education calculation process):

- The percentage and amount of federal aid earned will be calculated.
- The amount of federal aid to be disbursed or returned will be determined.
- Unpaid institutional charges will be billed.
- The student may owe a repayment if the federal aid disbursed exceeds the percentage the student earned.
- In addition, any student who receives financial assistance and subsequently completely withdraws during the term will automatically be placed on financial aid cancellation (refer to the Satisfactory Academic Progress Policy section (p. 17) for additional information).

Consequences of Unofficial Withdrawal for Aid Recipients

A financial aid recipient who does not officially withdraw and does not receive a passing grade in at least one course will be considered to have unofficially withdrawn from the University. For such unofficial withdrawals without notification, the withdrawal date is the midpoint of the semester or the period of enrollment (last date of attendance). The

student may owe a repayment if the federal aid disbursed exceeds the percentage earned by the student. Such students will automatically be placed on financial aid cancellation.

Repeating Classes

The Department of Education recently published new regulations which affect students who repeat courses. These regulations may impact your financial aid eligibility and awards, including Pell Grant, SEOG Grant, Direct Loans, and Federal Work-Study. Beginning with the Spring 2012 semester, regulations prevent the UIS Office of Financial Assistance from paying for a course that has been passed and repeated more than one time. In order for a repeated course to be counted towards your enrollment status for financial aid purposes you may only repeat a previously passed course once (a total of two attempts). If you enroll in a previously repeated and passed course for a third time, this course will not count toward your enrollment for financial aid purposes. Please refer to the following website for complete details: http://www.uis.edu/financialaid/guide/RepeatedClasses.html.

The Office of Financial Assistance at UIS will not pay for repeat classes for which a grade of incomplete (I) was previously assigned.

All enrollments in a class will count toward the total number of attempted credit hours when a student's pace (completion rate) ratios and maximum time frames are calculated to determine satisfactory academic progress (refer to the Satisfactory Academic Progress Policy section (p. 17) for additional information).

Conditional/Provisional Admission for Graduate Programs

A student must be fully admitted into an eligible degree program and enrolled as a regular student in order to receive financial aid. A "regular student" is defined as one who is enrolled or accepted for enrollment for the purpose of obtaining a degree or certificate offered by the University of Illinois at Springfield. UIS makes exceptions to this standard for students who have been conditionally admitted.

Graduate students are occasionally admitted to UIS conditionally to allow them to complete specified prerequisite courses before they are fully admitted to their program. These students may receive financial aid as long as they meet all other financial aid requirements (e.g., satisfactory academic progress), but they must successfully complete their prerequisite coursework within one calendar year (12 months). After that time, they must be fully admitted into the program to continue receiving financial assistance.

Provisionally admitted students are not eligible to receive financial assistance.

Satisfactory Academic Progress for Undergraduate and Graduate Students

In accordance with the Higher Education Act of 1965, as amended by Congress, the University of Illinois at Springfield has established a minimum Standards of Academic Progress (SAP) policy. ALL federal, state, and institutional financial aid programs administered by UIS are covered by this policy. Please refer to the following web site to view the current SAP policy (www.uis.edu/financialaid/guide/documents/SatisfactoryAcademicProgressPolicy.pdf).

If you have questions about the new SAP policy, please contact the UIS Office of Financial Assistance.

Immunization Information for All Students

All students, including those on the Peoria campus, born January 1, 1957, or after, are required by Illinois law and the University of Illinois at Springfield to provide proof of immunity to measles, mumps, rubella, and tetanus/diphtheria/pertussis. This documentation must be submitted on the UIS immunization form before a student's first registration at UIS. The purpose of this requirement is to prevent the induction and spread of vaccine-preventable diseases among students and the surrounding community.

Students are exempt from this requirement if they were born before 1957 or if they are taking only online classes. Students may request an exemption based on religious grounds by providing a personal religious statement and a letter from the leader of their place of worship. General philosophical or moral objection to immunization is NOT sufficient for an exemption on religious grounds. The required immunization form and additional information can be found on the Health Services website: www.uis.edu/healthservices/.

Immunization forms must be completed and on file in the Health Services office before 5:00 p.m. on the 5th day of summer session and the 10th day for fall and spring semesters to avoid a non-refundable fee. Students not in compliance will not be allowed to register for a second semester at UIS. Questions about this policy should be directed to the Health Services office at (217) 206-6676. The Health Services Office website contains information regarding immunization policies. Students who are currently registered can check their immunization status online.

Students who are not U.S. Citizens and International Students:
All students who are not U.S. citizens must have a blood test for tuberculosis done at the Health Services Office on arrival to campus. There are no exemptions from the tuberculin blood test for students who are not citizens of the U.S. Students who have a positive tuberculin blood test will be required to have a chest x-ray. Those who have not obtained their chest x-ray 10 days from the date of the positive test will be administratively withdrawn from all classes. Students who have been treated for tuberculosis or who have been treated because of a positive tuberculin skin test in the past must bring those medical records with them. All medical records must be accompanied by a certified English translation.

Degrees Offered

- Accountancy (B.A. (p. 29), Undergraduate minor (p. 32), M.A. (p. 131))
- African American Studies (Undergraduate minor (p. 55))
- Alcohol and Substance Abuse (Graduate certificate (p. 152))
- Astronomy/Physics (Courses offered in: Astronomy, Physics (p. 56))
- Biology (B.S. (p. 57), Undergraduate minor (p. 57), M.S. (p. 155))
- Business Administration (B.B.A. (p. 32), Online (p. 34), Undergraduate minor (p. 40), M.B.A. (p. 133))
- Business Intelligence (Graduate certificate, Online (p. 136))
- Business Process Management (Graduate certificate, Online (p. 137))
- Chemistry (B.S. (p. 61), Undergraduate minor (p. 63))
- Chief School Business Official (Post-Master's certificate, Online (p. 144))
- Clinical Laboratory Science (B.S. (p. 65))
- Communication (B.A. (p. 66), Undergraduate minor (p. 68), M.A. (p. 159))
- Community Health Education (Graduate certificate, Online (p. 187))
- Community Planning (Graduate certificate (p. 182))
- Computer Science (B.S. (p. 69), Online (p. 70), Undergraduate minor (p. 70), M.S. (p. 160))
- Criminal Justice (B.A. (p. 111), Undergraduate minor (p. 112))
- Economics (B.A. (p. 41), Undergraduate minor (p. 44))
- Educational Leadership (M.A. (p. 139))
- Educational Technology* (Graduate certificate, Online, (p. 144) Illinois State Board of Education endorsement (p. 141))
- Emergency Preparedness and Homeland Security (Graduate certificate, Online (p. 187))
- English (B.A. (p. 71), Online (p. 73), Undergraduate minor (p. 74), M.A. (p. 163))
- English as a Second Language (Graduate certificate (p. 144), Online, (p. 144) Illinois State Board of Education endorsement (p. 141))
- English, Teaching (Graduate certificate (p. 164))
- Entrepreneurship (Graduate certificate (p. 133))
- Environmental Health (Graduate certificate, Online (p. 187))
- Environmental Risk Assessment (Graduate certificate, Online (p. 188))
- Environmental Science (M.S. (p. 173))
- Environmental Studies (B.A. (p. 112), Undergraduate minor (p. 113), M.A., (p. 172) Online (p. 171))
- Epidemiology (Graduate certificate (p. 188), Online (p. 188))
- Geographic Information Systems (Graduate certificate, Online (p. 171))
- Global Studies (B.A. (p. 114))
- Higher Education Online Pedagogy* (Graduate certificate, Online (p. 145))
- History (B.A. (p. 79), Online (p. 81), Undergraduate minor (p. 82), M.A. (p. 165))
- Human Development Counseling (M.A. (p. 146))
- Human Resource Management (Graduate certificate, Online (p. 145))
- Human Services (M.A. (p. 150), Joint Graduate Degree – HMS/MPH, (p. 152) Online (p. 152))
- Information Assurance (Graduate certificate (p. 162))
- Information Systems Security (B.S., (p. 83) Online (p. 85))
- International Studies (Undergraduate minor (p. 115))
- IT Project Management (Graduate certificate, Online (p. 137))
- Learning Behavior Specialist 1 (Illinois State Board of Education endorsement, Online (p. 143))
- Legal Aspects of Education (Graduate certificate, Online (p. 145))
- Legal Studies (B.A. (p. 117), M.A. (p. 173), Online (p. 174))
- Liberal and Integrative Studies (M.A. (p. 168))
- Liberal Studies (B.A. (p. 85), Online (p. 92), Undergraduate minor in Liberty Studies (p. 92))
- Management (Undergraduate minor (p. 41))
- Management Information Systems (B.S. (p. 44), Online (p. 47), Undergraduate minor (p. 47), M.S., (p. 135) Online (p. 136))
- Management of Nonprofit Organizations (Graduate certificate, Online (p. 182))
- Marketing (Undergraduate minor (p. 41))
- Mathematical Sciences (B.A. (p. 93), Online (p. 94), Undergraduate minor (p. 94))
- Modern Languages (Undergraduate minor in Spanish (p. 95), Courses offered (p. 94) in: Chinese, French, German, and Spanish)
- Music (Courses offered in (p. 95): Ethnomusicology, music history, music theory, music technology, performance ensembles, chamber music, guitar, and piano)
- Pathway to the Principalship for National Board Certified Teachers (NBCT) (Graduate Certificate (p. 145))
- Philosophy (B.A. (p. 96), Online (p. 97), Undergraduate minor (p. 97))
- Political Science (B.A. (p. 119), Undergraduate minor (p. 121), Integrated B.A./M.A. in Practical Politics (p. 121), M.A., (p. 175) Online (p. 176))
- Practical Politics (Graduate certificate (p. 176))
- Pre-Medical (Undergraduate minor (p. 98))
- Principalship (Illinois State Board of Education endorsement (p. 141))
- Psychology (B.A. (p. 99), Undergraduate minor (p. 101))
- Public Administration (M.P.A. (p. 179), Online (p. 180), Joint Graduate Degree – MPA/MPH (p. 180), D.P.A. (p. 181))
- Public Affairs Reporting (M.A. (p. 183))
- Public Health (Undergraduate minor (p. 122), M.P.H. (p. 186), M.P.H. with Environmental Health Concentration (p. 188), Online (p. 185), Joint Graduate Degrees – MPH/MPA (p. 190) and MPH/HMS (p. 189))
- Public Sector Labor Relations (Graduate certificate (p. 183))
- Security Systems (Graduate certificate (p. 162))
- Social Work (B.S.W. (p. 48))
- Sociology/Anthropology (B.A. (p. 102), Undergraduate minors (p. 104))

- Sport Management* (Undergraduate minor (p. 41))
- Superintendent Endorsement (Post-Master's certificate (p. 143))
- Teacher Education (B.A. in Elementary Education* (p. 51), Online (p. 52), minors in Elementary (p. 52) and Secondary Education (p. 54))
- Teacher Leadership (M.A. (p. 140), Graduate certificate, Online (p. 145))
- Theatre (Undergraduate minor (p. 105))
- Visual Arts (B.A. (p. 106), Undergraduate minor (p. 108))
- Women and Gender Studies (Undergraduate minor (p. 110), Graduate certificate (p. 169))

**** Indicates 2015-2016 catalog addendum offering (Offerings approved after the initial publishing of the 2015-2016 catalog; February 1, 2015 - August 1, 2015)***

Undergraduate Students

Undergraduate Programs

For a complete list of all undergraduate majors and minors, please see the Degrees Offered (p. 18) page in this catalog.

Multiple Majors

To earn a bachelor's degree in two major areas of study, all requirements for each major must be completed. Courses from one program may be used as electives in the other. All requirements for the bachelor's degree must be met. For questions related to multiple majors, please contact the Office of Records and Registration.

Other Academic Opportunities

Internships and Prior Learning

The Internships and Prior Learning Program stresses practical experience, professional development, and the value of self-directed learning. Three programs are housed within Internships and Prior Learning: Internships, Service-Learning and Prior Learning Assessment. For more information, please see the Internships and Prior Learning (p. 124) page in this catalog.

Modern Languages

Elementary and intermediate courses are offered in a variety of languages that emphasize understanding and speaking skills. Placement tests may be required to determine the appropriate entry level course work for each student. For more information, please see the Modern Languages (p. 94) page in this catalog.

Nursing

UIS partners with the University of Illinois at Chicago's College of Nursing to offer prospective students in the central Illinois region an opportunity to earn a Bachelor of Science in Nursing (B.S.N.) degree on the Springfield campus. For more information, please visit the Nursing website at www.uis.edu/nursing/.

Thematic Activities

These activities explore current issues and problems through multidisciplinary courses, research, conferences, experiential learning opportunities, and community outreach. UIS currently offers a thematic option in Astronomy/Physics. For more information, please see the Astronomy/Physics (p. 56) page in this catalog.

University Courses

These courses provide knowledge and skills in academic areas that are not within established academic units. For more information, please see the University Courses (p. 126) page in this catalog.

Academic Information for Undergraduate Students

A student with a bachelor's degree should be able to comprehend written and spoken communications from simple narrative to scholarly exposition to literature to journalistic writing and should be able to use and apply abstractions, principles, ideas, or theories to concrete situations. Content as well as form is important to a baccalaureate education. The student should have broad familiarity with the social sciences, humanities, sciences, mathematics, and oral and written communication elements that provide a strong liberal arts foundation. Through the Engaged Citizenship Common Experience, a distinctive feature of a UIS education, a student will also have the opportunity to make a difference in the world by recognizing and practicing social responsibility and ethical decision-making, respecting diversity, valuing involvement, and distinguishing the possibilities and limitations of social change in an interdisciplinary set of courses. The University of Illinois at Springfield encourages a special understanding of public affairs in the broadest and most humanistic sense.

Goals and Learning Outcomes for Baccalaureate Education

By emphasizing scholarship skills in the service of the public good, UIS prepares students for lifelong learning and engaged citizenship. UIS prepares students to discover, integrate, apply, and communicate knowledge for the benefit of individuals, families, and communities.

Discovery of Knowledge

UIS graduates should be information and communication technology literate, exhibiting a strong proficiency in locating, reflectively comprehending, and synthesizing appropriate college-level readings, toward the goal of knowledge creation.

Competencies include:

- Reading baccalaureate-level materials effectively, reflecting comprehension and synthesis;
- Exhibiting a knowledge of and ability to effectively locate, evaluate, interpret, and use information; and
- Exhibiting a knowledge of and ability to use information and communication technologies.

Integration of Knowledge

UIS graduates should be able to evaluate and integrate information and concepts from multiple disciplines and perspectives.

Competencies include:

- Engaging in critical thinking by analyzing, evaluating, and articulating a range of perspectives to solve problems through informed, rational, decision-making; and
- Differentiating the approaches that underlie the search for knowledge in the arts, humanities, natural sciences, history, or social and behavioral sciences.

Application of Knowledge

UIS graduates should be able to apply knowledge to address meaningful problems and issues in the real world.

Competencies include:

- Exhibiting a knowledge of and ability to use contemporary technologies;
- Identifying, interpreting, and analyzing quantitatively presented material and solve mathematical problems; and
- Constructing intellectual projects independently and work effectively in collaboration with others.

Communication of Knowledge

UIS graduates should be able to communicate knowledge and ideas effectively both orally and in writing.

Competencies include:

- Expressing ideas, facts, and arguments in a written format that depicts competency in the use of syntax, organization, and style appropriate to the audience; and
- Exhibiting effective oral communication skills, paying attention to content and audience.

Engaged Citizenship

UIS graduates should be able to engage in questioning and critical thinking that leads them to explore peoples, systems, values, and perspectives that are beyond their usual boundaries. Students should engage in active and integrative learning to become ethical, responsible, and engaged citizens in a democracy.

Competencies include:

- Recognizing the social responsibility of the individual within a larger community;
- Practicing awareness of and respect for the diversity of cultures and peoples in this country and in the world;
- Reflecting on the ways involvement, leadership, and respect for community occur at the local, regional, national, or international levels;
- Identifying how economic, political, and social systems operate now and have operated in the past;
- Engaging in informed, rational, and ethical decision-making and action; and
- Distinguishing the possibilities and limitations of social change.

General Requirements for a Bachelor's Degree

To earn a bachelor's degree from UIS, students must fulfill the following requirements:

- Earn a minimum of 120 semester hours, including at least 48 hours earned at the upper-division level.
- Earn a minimum of 30 semester hours of credit in residence at UIS.
- Satisfy general education requirements through completion of the UIS General Education Curriculum (see below), the Capital Scholars Honors Program curriculum, completion of the Illinois Articulation Initiative General Education requirements, or completion of an Associate of Arts, Associate of Science, Associate of Arts and Science, or Associate of Arts in Teaching degree.
- Earn at least 10 semester hours in the Engaged Citizenship Common Experience (see below).
- Complete course work with a UIS institutional grade point average of at least 2.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 2.0.
- Fulfill all requirements in a major.
- Complete and file a graduation application and pay the mandatory, non-refundable graduation application fee.

Minimum Academic Components & Credit Hours Required

General Education These requirements include course work in written and oral communication, mathematics, science, humanities, and behavioral and social sciences	37-40
Major Program Requirements The number of required hours in this category depends on the specific major selected. For example, the B.A. in Political Science requires 32 credit hours in the discipline, whereas the B.S. in Clinical Laboratory Sciences requires 59 credit hours in the discipline. Most degrees at UIS require between 32 and 36 credit hours of program-specific core and elective course work — see individual program information for specific majors.	29-61
Engaged Citizenship Common Experience Categories for this set of core courses include U.S. Communities, Global Awareness, Engagement Experience, and Speakers Series. Students must complete 9 hours from two of the following categories: U.S. Communities, Global Awareness, or Engagement Experience. The remaining 1 hour is completed with enrollment in the Speaker Series category.	10
General Electives These are courses taken to fulfill prerequisites for a major, requirements for a minor, or for student interest.	4-36
Minimum Total Number of Credit Hours Required	120

Time Limitation

All credit earned at UIS to be applied toward the completion of a bachelor's degree must be taken within seven consecutive years of the first course taken at UIS in pursuit of that degree.

Undergraduate Academic Policies

Academic Policy on Undergraduate Majors

An undergraduate major is a structured and coherent primary course of study. It allows undergraduates to develop a specialized, in-depth field of study as part of their educational experience at UIS. All undergraduates must complete the requirements for one major program to earn a baccalaureate degree at UIS.

Majors may focus on a single discipline or provide an interdisciplinary approach to a field of study. Majors are usually offered by academic

departments within a college, but interdisciplinary majors may be co-sponsored by two or more departments, even if those departments are in different colleges.

Typically, a major consists of a core of required courses and a set of electives from which students may choose. Majors usually consist of 30-36 credit hours. Majors are recorded on student transcripts.

Academic Policy on Undergraduate Minors

An undergraduate academic minor is a grouping of courses that has clearly stated academic objectives. It may be located in a discipline or may combine different disciplinary perspectives focusing on a common set of questions or a theme. Minors provide basic competency in a discipline, or basic understanding of the questions or theme. Minors contain core course(s) to provide direction and unity, and they may contain a set of options or electives beyond the core to allow flexibility.

At UIS, minors usually include 15 to 24 credit hours. Students may not adopt a minor in any major they declare. Students who adopt minors must be degree-seeking undergraduates who also have a major. Minors are recorded on student transcripts.

Academic Policy on Undergraduate Concentrations

A concentration is a grouping of courses within an undergraduate major, and constitutes a portion of the major. A concentration is distinct from a minor in that a minor broadly introduces a student to a field of study while a concentration focuses on a sub-field within a discipline. Typically, a concentration is defined as a minimum of nine or more hours that a student may take as part of the degree program. Concentrations are housed only in departments with majors and are recorded on student transcripts.

Undergraduate Admission

Undergraduate admission to the University of Illinois at Springfield includes applicants to any Bachelor Degree Programs. In addition, the campus offers alternative admissions, a senior learners program, and special admission for students not seeking a degree. Each of these admission options is discussed in detail below, along with other important admission requirements.

A first-time freshman applicant is a degree-seeking student who applies for admission

- While attending high school, regardless of the amount of AP, IB, or college credit earned, OR
- Plans to attend a summer term (only) at a college immediately following high school graduation, OR
- Graduated from high school and has not attended another post-secondary institution as a degree-seeking undergraduate student.

A transfer freshman applicant is a degree-seeking student who applied for admission

- Does not meet first-time freshman criteria, AND
- Has attempted or earned less that 30 semester hours of transferable college credit by the desired term of entry.

A transfer applicant is a student who has

- Attempted or earned 30 semester hours or more of transferable college credit by the desired term of entry.

A non-degree applicant is a student who

- Desires to take classes at UIS but does not wish to earn a degree. Non-degree is a guest status and is typically not eligible for financial assistance.

Application forms can be submitted online at www.uis.edu/admissions/applyToday/.

To request a paper application please write to:
UIS Office of Admissions
University of Illinois at Springfield
One University Plaza, MS UHB 1080
Springfield, IL 62703-5407

For a summary of undergraduate admissions requirements by department, please visit: Undergraduate Admissions Requirements (http://www.uis.edu/academicaffairs/wp-content/uploads/sites/21/2013/04/UISUndergradAdmTable-updated-2015-2-25.pdf)

Freshmen Admission

The University of Illinois at Springfield seeks to enroll an academically well-qualified first-year class of students who have pursued strong college preparatory curricula while in high school and demonstrated the ability to be successful in their pursuits, both academic and nonacademic. The best qualified of each year's pool of applicants to UIS will be admitted as space permits. Priority consideration for admission will be given to students whose applications are completed and postmarked by the priority application date (March 15 prior to the fall semester in which the student wishes to enroll). Admissions decisions will be made, and official notifications mailed, on a rolling basis (biweekly timeline).

Applications will be evaluated on the following criteria:

College preparatory curricula and academic course work

Students should pursue rigorous and challenging college preparatory curricula. Grade trends and the rigor of courses completed throughout high school will be considered. Minimum academic course work requirements are:

- four years of academic English with emphasis on written and oral communication and literature
- three years of social studies with emphasis on history and government (additional acceptable courses include anthropology, economics, geography, philosophy, political science, psychology, and sociology)
- three years of college preparatory mathematics, selected from algebra, geometry, advanced algebra, pre-calculus, trigonometry, and calculus

- three years of laboratory science, selected from biology, chemistry, geology, physical science, astronomy, and physics
- two years of one foreign language or two years of fine arts, selected from art, music, dance, and theater

Standardized test scores, grade-point average, and class rank

The following credentials will be considered:

- class rank (if applicable)
- grade-point average
- ACT or SAT scores. UIS will consider ACT or SAT test scores that are posted on an official high school transcript (enclosed with the student's application) or sent directly to UIS from the testing agency. Prior to the start of the semester, student must have official scores sent from the testing center. To have official scores reported to UIS from ACT, use UIS' ACT institution code of 1137; for SAT, the code is 0834.

Transcripts

UIS requires all applicants to submit official high school transcripts from every high school attended. Official college transcripts must be submitted for any course work attempted at any college or university.

Personal Statement

Applicants must provide written evidence of their ability to perform at a high academic level by submitting a personal and academic statement. This statement should address any circumstances (positive or negative) that may have affected the student's high school experience and that are not readily apparent from academic records or standardized test scores. The personal statement should be viewed as an applicant's opportunity to speak on his or her own behalf. The academic portion should discuss long term goals, intended major, or academic areas of interest. Generally, the statement should be approximately 500 to 750 words and should reflect the student's best work – structure, accuracy, and overall quality will be considered.

The Capital Scholars Honors Program

The Capital Scholars Honors Program is a selective program that emphasizes excellence and involvement. The Program currently enrolls approximately 100-120 freshmen each year in its living-learning community which is housed in the Lincoln Residence Hall. Freshmen and sophomore honors students are required to live in Lincoln Residence Hall.

Honors students participate in an interdisciplinary core curriculum designed to prepare them for their majors and foster the intellectual skills that society expects from future leaders. Honors interdisciplinary core courses introduce students to ideas from a range of disciplines, and help them integrate the insights of those disciplines to create new knowledge. Each course includes topics and draws on authors that reflect the ethnic, racial, and gender diversity of America, and also world-wide cultural diversity. Honors students participate in learning teams for many course assignments; their work together nurtures intellectual growth and engagement with the ideas of others. Collaboration also prepares honors students for the challenges of working in a complex and diverse society. The curriculum-wide focus on collaborative learning also emphasizes leadership.

Admission to the Honors Program is competitive and is based on an overall evaluation of high school course work, grade-point average, class rank, SAT or ACT scores, and the personal and academic statement. ACT/SAT scores are waived for international students who meet other specific criteria related to language proficiency. The personal and academic statement should address reasons for interest in the Capital Scholars Honors Program, possible intellectual and career direction, and creative or leadership potential. A personal or telephone interview with a member of the admissions committee (made up of faculty and program representatives) may also be a component of the admission process. Students who want to apply to the Honors Program should indicate on their application for admission that they are interested in honors. For more information regarding the Capital Scholars Honors Program, potential students should visit the Capital Scholars Honors Program's website (www.uis.edu/capitalscholars/) or contact the Program directly by emailing cap@uis.edu.

Undergraduate Freshman Transfer Admission

Students may be considered for admission to UIS as a freshman transfer student if they have attempted or earned less than 30 transferable semester hours from a regionally accredited institution. Transferable hours may include dual credit or test-based credit. These applicants must provide the same credentials as other freshmen applicants, with the additional requirement of supplying official transcripts from any college or university attended. Evaluation of these applicants will follow the same process and use the same criteria used for freshman applicants.

Undergraduate Transfer Admission

Students may be considered for admission to UIS as a transfer student if they have attempted or earned at least 30 transferable semester hours (remedial or developmental courses are not accepted) from a regionally accredited institution.

Those who have earned an Associate of Arts, an Associate of Science, an Associate of Arts and Science, or an Associate of Arts in Teaching degree from a regionally accredited Illinois community college may be admitted to UIS as a junior if they have a cumulative grade-point average of 2.0 or higher on a 4.0 scale. Students who meet these transfer requirements will also be considered to have met the UIS general education requirements.

Advanced standing as a senior may be granted to those who transfer with 30 semester hours of upper-division credit beyond the 60 hours required for junior status. Only transfer credit hours with a grade of C or better are acceptable for advanced standing (grades of C- or lower will not be accepted). Students entering as seniors must complete a minimum of 30 semester hours at UIS and must complete all program and campus degree requirements to graduate.

Lower-division Courses Used for Degree Credit

The maximum number of lower division credit hours that can be transferred to UIS is 72. Course work completed at community colleges and lower-division course work completed at four-year institutions will transfer to UIS as lower-division credit, even if the equivalent UIS course is offered as an upper-division course. Lower-division transfer course work will still satisfy general education requirements even though the equivalent UIS course is upper-division.

Community College Articulation and Transfer

Loss of credit may occur when students transfer from other institutions to UIS and can extend the time needed to complete the baccalaureate degree. By participation in the Illinois Articulation Initiative, development of two-plus-two agreements and other articulation agreements with community colleges and other institutions of higher education, UIS has made considerable efforts to ensure that students have the best chance of transferring in the maximum number of credit hours.

Students in most programs at UIS can earn a baccalaureate degree in two years beyond the Associate of Arts, Associate of Science, Associate of Arts and Science, and Associate of Arts in Teaching degree with no loss of credit earned. About one-third of UIS' bachelor's degree programs have no specific course requirements for entry. The remaining degree programs, however, do have certain prerequisites in place. Transfer guides for all Illinois community colleges are available on UIS Office of Admissions' website to help students plan their courses of study (www.uis.edu/admissions/transfer/).

Many UIS undergraduate programs have also entered into articulation agreements (two-plus-two agreements) with academic programs at community colleges, making it easier for students to plan an entire four-year course of study while still enrolled at another institution. Interested students should contact the transfer center at their community college for additional information or the UIS Office of Admissions' website at the web address above.

Illinois Articulation Initiative

The Illinois Articulation Initiative is a statewide agreement designed to allow students to transfer general education credit, as well as credit earned in select majors, between participating institutions. UIS has participated in IAI since the summer of 1998.

The IAI General Education Core Curriculum is a package of lower-division general education courses that can transfer from one participating school to another to fulfill the lower-division general education requirements. The core curriculum package consists of at least 12 to 13 courses (37 to 41 semester credits) in five fields or categories. Completion of the entire IAI General Education Core Curriculum satisfies lower-division general education requirements for a bachelor's degree at UIS.

UIS also participates in certain IAI Baccalaureate Majors Recommendations, which means that students may be able to transfer courses in the major between participating institutions without loss of credit. Contact an academic advisor for additional information or go to www.iTransfer.org/. (http://www.iTransfer.org)

Joint Admission Program and Partnership Agreements

The Joint Admission Program is limited to students who are pursuing an Associate of Arts, Associate of Science, Associate of Arts and Science, or Associate of Arts in Teaching degree, in compliance with the Illinois Articulation Agreement, and is not intended to replace the normal articulation agreements already existing between UIS and community colleges. Instead, it focuses on advising and socializing students to ease the transition between the two-year and four-year college. Students who choose to enter into a joint admission program with UIS are entitled to receive academic advising each semester from UIS and invitations to social and cultural activities.

UIS currently has joint admission agreements with many Illinois community colleges and partnership agreements for UIS online programs with community colleges across the United States.

Alternative Admission

Alternative admission at the junior level is available for students who have a minimum of 12-15 years of life/work learning experience (beyond high school) that may be considered in lieu of traditional classroom learning acquired during the first and second years of college. The admissions committee provides individual assessments of an applicant's eligibility based on a written narrative, three letters of recommendation, and demonstration of competency in the areas of general education equal to the lower-division general education requirements for a bachelor's degree at UIS. These competencies may be demonstrated by taking required courses or by taking the College Level Examination Program (CLEP) tests covering the competency areas needed. Official transcripts from all colleges or universities where credit was attempted or earned are required. Contact the Office of Admissions for additional information.

Admission for International Students Seeking Bachelor's Degrees

International students must meet all requirements for undergraduate admission. Additionally, international students will need to submit official TOEFL scores, or an equivalent exam approved by UIS, and documentation required for issuance of an I-20. International students seeking admission to the University of Illinois at Springfield are encouraged to apply as early as possible.

Admission pending successful completion of the UIS Intensive English Program (IEP) may be available with application to both IEP and undergraduate admission to UIS. For additional information regarding the IEP program, visit www.uis.edu/esl/curriculum/IntensiveEnglish/.

Non-Degree Admission

Undergraduate non-degree seeking students are not required to file all documents necessary for admission to a degree program, but will be asked for clarification of their educational intent before exceeding 16 semester hours. Non-degree students are subject to the same

academic probation and suspension policies as degree-seeking students.

Students who later choose to become degree candidates will be required to meet all admission requirements of their program. With the degree program's approval, up to 16 semester hours taken as an undergraduate non-degree student may count toward the degree. Non-degree students are not eligible for financial assistance.

Online Student Admission

Students who choose to pursue their studies online should contact their intended academic program for information concerning admission requirements. A list of online degrees is available on the UIS website (www.uis.edu/online/).

Senior Learner Admission

The Senior Learner Program is open to those individuals who are at least 62 years old by the relevant registration day. There are two options available.

For non-degree credit, individuals can attend courses on an audit basis and receive an activity card for a small fee, plus a parking fee. Senior learners are also responsible for all course-related fees, including online course fees. Please note that the senior learner fee is non-refundable on or after the official start date of the applicable semester. This option does not offer academic credit and does not require graded tests or papers. For more information, contact the Office of Records and Registration.

For degree credit, the Illinois Senior Citizen Courses Act (110 ILCS 990) permits Illinois senior citizens, over the age of 65, to enroll in regularly scheduled credit courses at UIS without the payment of tuition. This program allows individuals to earn undergraduate or graduate credit by paying only UIS fees; tuition is waived. You must be admitted as a degree-seeking student to UIS and your annual household income must be below the threshold amount as indicated in the Illinois Cares Rx BASIC program. You must meet regular class expectations to earn academic credit. For more information, please contact the UIS Office of Financial Assistance.

General Education and ECCE Requirements

Lower Division General Education

To ensure educational breadth, accredited U.S. institutions generally require completion of courses in several disciplines or areas - usually oral and written communication, mathematics, science, social science, and humanities. This constitutes the institution's general education requirements.

General education is an important part of the distinctive UIS degree and consists of more than a series of distribution requirements. The UIS General Education Curriculum provides structure for the whole baccalaureate experience while allowing the flexibility transfer students need to enter the institution and the curriculum with ease. General education course work helps student achieve the goals and outcomes for baccalaureate education listed above. In certain cases, prerequisites or major requirements may be fulfilled by general education courses.

General education courses are usually 100- and 200-level offerings, and consist of the following categories [NOTE: academic preparation credits, also known as remedial and developmental course work, do(es) not count towards general education requirements]:

- *Freshman Seminar* - 1 course, 3 hours (students who transfer to UIS with 30+ hours are not responsible for this category). This is a course in college survival skills which may be taught in any discipline, and will be counted as fulfilling a general education humanities, social science, or science requirement.
- *Written Communication* - 2 courses, 3 hours each; courses must be passed with a grade of C or better (grades of C- or lower will not be accepted).
- *Oral Communication* - 1 course, 3 hours.
- *Math* - 2 courses, 3 hours each, one in math skills and one in applied math; students who transfer to UIS with 30 or more hours are responsible for only one 3-hour math course in either category.
- *Life and Physical Science* - 2 courses, 3 or 4 hours each, one in physical science and one in life science (one course must include a laboratory).
- *Comparative Societies* - 1 course, 3 hours; course may satisfy either humanities or social science category (students who transfer to UIS with 30+ hours are not responsible for this category).
- *Humanities* - 3 courses, 3 hours each; one course should be from the visual, creative, or performing arts and at least one from other humanities.
- *Behavioral and Social Sciences* - 3 courses, 3 hours each; courses must be taken in at least two disciplines.

Transfer students may satisfy general education requirements in one of three ways:

1. Complete the requirements of the Illinois Articulation Initiative Core Curriculum.
2. Graduates of Illinois community colleges holding an Associate of Arts, an Associate of Science, an Associate of Arts and Science, or an Associate of Arts in Teaching degree are considered to have met all UIS general education requirements.
3. Complete the requirements of the UIS General Education Curriculum. If a student satisfactorily completes the objectives of a General Education area but earns fewer hours than required in a particular category, the remaining hours for that area can be waived so long as the total transfer hours earned in a particular category are within one semester hour of the required total. However, students must complete the minimum of 12 courses and 37 semester hours. Up to one fractional semester hour can also be waived, but the minimum requirements will still be enforced.

Transfer students in some degree programs may use a limited number (no more than 12 hours) of 300- level courses to meet general education requirements. Students should consult with faculty in their major for additional information. The 300-level courses used to meet general education requirements must be approved by the Office of

Undergraduate Education. The current list of approved courses is available on the General Education website.

Engaged Citizenship Common Experience (ECCE)

All undergraduate students are required to take a minimum of 10 hours in the Engaged Citizenship Common Experience (ECCE), a set of courses tied to UIS' heritage, mission, vision, and values. These courses provide a distinctive element to the baccalaureate education at UIS and encourage a commitment to making a difference in the world. Most of the course work in this category is interdisciplinary and is designed to help students recognize the value of multiple perspectives. ECCE categories help students meet the Goals and Learning Outcomes for Baccalaureate Education, particularly Goal Five, Engaged Citizenship.

All undergraduates at UIS will be required to take the following ECCE course work: 1 hour of Speaker Series and two of the following three ECCE categories for at least 9 credit hours: US Communities, Global Awareness, and Engagement Experience. Some degree programs may require students to take particular ECCE courses. Students should consult with advisors in the major for further guidance.

Courses taken to meet the 10 hours of ECCE requirements cannot be used to meet lower division general education course work, but they may count toward requirements, electives, or prerequisites in the major and minor.

The Engaged Citizenship Common Experience (ECCE) includes 200-, 300-, and 400-level courses. Students must complete 9 hours from two of the following categories: U. S. Communities, Global Awareness, or Engagement Experience. The remaining 1 hour is completed with enrollment in the Speaker Series category. Within each of the selected categories, students must complete a minimum of 3 hours:

U.S. Communities

Courses in this category aim to broaden students' knowledge about substantial, distinctive, and complex aspects of the history, society, politics, and culture of United States communities.

Global Awareness

Courses in this category help students to understand and function in an increasingly interdependent and globalizing environment and to develop an appreciation of other cultural perspectives. They foster awareness of other cultures, polities, or natural environments, past or present.

Engagement Experience

This category offers students structured opportunities to integrate knowledge, practice, and reflection in the context of an engaged citizenship experience. Students may fulfill this part of the ECCE curriculum through an internship, Prior Learning Assessment, a service-learning course, a research project, a group project course, or study abroad, among others.

Students who desire or are required to complete a 6-hour internship or project may do so through the Engagement Experience.

ECCE Speakers Series

For one semester, students will be required to participate in a series of campus-sponsored lectures by speakers who exemplify engaged citizenship. Credit will be awarded upon completion of all course requirements. Students must complete one hour of Speakers Series course work, but may take an additional hour in a different semester if desired.

Assessment of General Education and ECCE

Assessment of general education and ECCE will involve both direct and indirect measures of student learning based on the Goals and Learning Outcomes for Baccalaureate Education and on the established criteria for courses in the curriculum. Students are required to participate in general education and ECCE assessment.

Test-Based Credit, Dual Enrollment, and Military Credit Information

Students may fulfill general education requirements or major prerequisites by earning credit via the College-Level Examination Program (CLEP), Advanced Placement (AP) tests, the International Baccalaureate Program (IB), dual enrollment, and other approved substitutes, provided the credit meets UIS criteria for college-level work. A maximum of 30 semester hours of credit from test-based credit and dual enrollment may be applied toward degree requirements. In addition, a maximum of 30 semester hours of military credit may be applied toward degree requirements. For more information on using test-based credit and/or dual enrollment, students should contact the Undergraduate Academic Advising Center (studentsuccess@uis.edu).

CLEP Credit

CLEP is designed to assist students in reaching their academic goals by gaining college credit for knowledge acquired through prior course work, job experience, internships, or other experiences outside a traditional classroom setting. CLEP exams are published and scored by the College Board. For further information, visit the College Board's website at http://clep.collegeboard.org/. UIS students should consult with an academic advisor to find out which CLEP exams, if any, they may be eligible to take. See the table below for a list of the CLEP exams for which UIS grants credit. Credit for other CLEP exams will be considered on a case-by-case basis.

CLEP EXAM	UIS Course	Minimum CLEP Score Required	Credit Hours
Composition			
College Composition	ENG 102; exemption from requirement of ENG 101[1]	60	3
Literature			
American Literature	ENG 235	50	3
Analyzing and Interpreting Literature	ENG 237	50	3
English Literature	ENG 236	50	3
Business			
Financial Accounting	ACC 211	65	3
Priinciples of Macroeconomics	ECO 201	60	3
Principles of Microeconomics	ECO 202	60	3
History and Social Sciences			
American Government	PSC 201 and LES 201	50	3
Introductory Psychology	PSY 201	50	3
Introductory Sociology	SOA 101	50	3
U.S. History I: Early Colonization to 1877	HIS 204	50	3
U.S. History II: 1865 to Present	HIS 205	50	3
Western Civilization I: Ancient Near East to 1648	HIS 202	50	3
Western Civilization II: 1648 to Present	HIS 202	50	3
Science and Mathematics			
Biology	BIO 141 & BIO 241	66	8
Chemistry	Contact Chemistry Department Chair	Contact Chemistry Department Chair	Contact Chemistry Department Chair
Calculus	MAT 115	65	4
College Algebra	Fullfills prerequisite requirement[2]	65	See below[1]
College Mathematics	MAT 111	65	3
General Subject Area Tests			
Humanities	Humanities general education credit	50	3
Natural Sciences	Natural sciences general education credit	50	3
Social Sciences and History	Social Science general education credit	50	3

1 Students must submit a completed Student Petition form to receive an exemption for ENG 101.

2 UIS does not award college-level credit for the CLEP College Algebra exam, but a score of 65 or above on the CLEP College Algebra exam does meet the prerequisite requirement for MAT 113 or MAT 114.

AP Credit

The Advanced Placement Program (AP), administered by the College Board allows high school students to take college-level course work (for further information on the AP Program, visit the College Board's website at https://apstudent.collegeboard.org/home). College credit is awarded to those students who earn sufficiently high grades on AP examinations covering basic freshman-course subject matter.

Only scores of 3 or higher are accepted for college-level credit at UIS, but the scores accepted for credit vary from exam to exam. It

is the student's responsibility to have official test results sent from the College Board to the Office of Admissions before credit can be awarded. Credit for other AP exams will be considered on a case-by-case basis.

AP EXAM	UIS Course	Minimum AP Score Required	Credit Hours
Composition and Literature			
English Language	ENG 101	4	3
English Literature	ENG 102	4	3
Business			
Microeconomics	ECO 201	4	3
Macroeconomics	ECO 202	4	3
History and Social Sciences			
European History	HIS 202	4	3
U.S. History	HIS 204, HIS 205	3	3
World History	HIS 201	3	3
Computer Science A	CSC 225	4	4
Computer Science AB	CSC 275	3	4
Comp Government & Politics	PSC 171	4	3
U.S. Government & Politics	LES 201; PSC 201	4	3
Psychology	PSY 201	4	3
Fine Arts			
2 - Design Portfolio	ART 102	3	3
3 - Design Portfolio	ART 112	3	3
Drawing Portfolio	ART 113	3	3
Science and Mathematics			
Biology	BIO 141	3	4
Chemistry	CHE 141	4	4
Environmental Science	ENS 251	4	4
Calculus AB	MAT 115	3	4
Calculus BC	MAT 116	3	4
Physics B	ASP 201	4	4
Physics C Mechanics	ASP 201	4	4
Physics C Electricity & Magnetism	ASP 202	4	4
Statistics	MAT 121	3	3

International Baccalaureate Credit

The International Baccalaureate (IB) Organization offers diploma and certificate programs. Through the high school, students complete college-level course work (for further information on the IB Program, visit the IB website at www.ibo.org/ (http://www.ibo.org)). College credit is awarded to students who earn a minimum score of five on Standard and Higher Level exams. Credit for specific UIS course work will be determined on a case-by-case basis. It is the student's responsibility to have official IB transcripts sent to the Office of Admissions before credit can be awarded.

Military Credit

Military credit is evaluated on a case-by-case basis using the American Council on Education (ACE) guidelines. A maximum of 30 semester hours of military credit may be applied toward degree requirements. For additional information, please contact the UIS Office of Admissions.

College of Business and Management

www.uis.edu/cbam/
Office Phone: (217) 206-6533
Peoria Center: (309) 694-5339
Email: cbm@uis.edu
Office Location: UHB 4000

Ronald D. McNeil, Dean

The College of Business and Management embodies the UIS mission to offer students a select number of degree programs that prepare students for careers and positions in the private and public sectors, or for advancement in their career. Through its curriculum, faculty, and student support, the college fulfills the needs of a diverse student population throughout the region, the state of Illinois, and increasingly beyond.

College Mission

Our mission is to prepare students for successful business related careers in the public, nonprofit, and private sections. Our emphasis is on undergraduate and graduate business education that serves traditional on campus students as well as non-traditional students in Illinois and beyond. Access for students outside of Central Illinois is extended via online degree offerings and outreach to select international student populations.

Student learning is the highest priority of the college. We achieve this through our continuous review of curricular offering, an emphasis on student engagement and effective pedagogy, as well as through a variety of delivery methods such as online, face-to-face, and blended. Our faculty members are academically and/or professionally qualified with appropriate degrees, recent intellectual contributions, generally focused on applied research, and/or professional experience. The college encourages and supports faculty in teaching and scholarship as well as service activities. The college supports academic organizations and outreach at the local, regional, national, and international levels.

Accreditation

The College of Business and Management is accredited by AACSB International.

Accountancy

Bachelor of Arts
Undergraduate Minor
Master of Arts (p. 131)

www.uis.edu/accountancy/
Email: ACC@uis.edu
Office Phone: (217) 206-6541
Office Location: UHB 4093

Departmental Goals and Objectives

The goal of the department is to prepare students for challenging careers and positions of leadership in both the private and public sectors. Specific objectives of the department are:

1. To create a professionally-oriented learning environment in which disciplinary competencies and professional ethics develop and grow;
2. To emphasize conceptual knowledge and the development of analytical and problem-solving skills;
3. To nurture a sense of personal, professional, and social responsibility; and
4. To serve as an information resource and a networking hub for students, alumni, employers, and professional organizations.

Upon completion of a Bachelor's degree through the College of Business and Management, students will meet the following goals and objectives:

- Be able to demonstrate knowledge of key concepts in the major business disciplines, including accounting, economics, management, marketing, finance information systems and the legal and social environment of business.
- Be able to systematically analyze a business problem using appropriate methods. Students will be able to: effectively examine alternatives, analyze alternatives, and recommend an appropriate course of action.
- Be able to demonstrate effective oral communication skills and the use of presentation technologies.
- Be able to demonstrate effective written communication skills
- Be able to understand the use of information technologies in organizations.
- Be able to understand, interpret, and analyze quantitative problems and quantitatively presented information.

The Bachelor's Degree

The bachelor's degree prepares students for careers in business, government, and nonprofit organizations. The objectives of the curriculum are to develop technical competencies in each of the major areas of accounting (financial, managerial, auditing, and taxation) and to provide students with educational qualifications needed for the professional certifications of certified management accountant (CMA), certified internal auditor (CIA), certified information systems auditor (CISA), and foundational knowledge required for certified public accountant (CPA).

Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit Reporting System (DARS) throughout their college career to verify that degree requirements are being met. DARS is accessed from the UIS Office of Records and Registration website, www.uis.edu/registration/, and by selecting the Degree Audits option listed in the menu on the left.

Grading Policy

The Accountancy program has minimum grade requirements as noted in the degree requirements' sections outlined below. For questions related to the grading policy, please contact your advisor.

Degree Requirements

Foundation Requirements [1]

All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, and statistics. Students must earn a cumulative GPA of at least 2.0 across all foundation courses. UIS courses that satisfy the foundation knowledge requirements include:

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus (or other calculus)	4
ECO 201 & ECO 202 or ECO 315	Introduction to Microeconomics and Introduction to Macroeconomics Economics for Administration	4-6

1 A minimum grade of C- is required in ***ALL*** foundation courses ***EXCEPT*** ACC 211 and ACC 212. A minimum grade of C (2.0) is required in ACC 211 and ACC 212 (a grade of C- or lower will not be accepted).

Course work equivalent to the above may be accepted upon approval by the student's advisor.

College Core [2]

The college core is required of all undergraduate College of Business and Management students. Students must earn a cumulative GPA of at least 2.0 across all college core courses.

ACC 335	Accounting Information Systems [3]	3
BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [4]	3
Total Hours		**21**

2 A minimum grade of C- is required in all College Core courses ***EXCEPT*** MGT 488 and ACC 335. A minimum grade of C (2.0) is required in MGT 488 and ACC 335 (a grade of C- or lower will not be accepted).

3 Accountancy majors must take this course to fulfill the MIS 352 Principles of Management Information Systems requirement for the college core.

4 Prerequisites: All college core courses, and within 12 hours of graduation or during the student's last semester.

Major Requirements

To earn a Bachelor's in Accountancy a student must:

- Complete at least 54 semester hours from a 4 year baccalaureate-granting institution;
- Complete at least 48 semester hours of upper-division (300-400 level) course work;
- Complete at least one half of his or her business course work at UIS (college core and major); and
- Earn a minimum grade of C (2.0) in ***ALL*** Accountancy courses required for the major (a grade of C- or lower will not be accepted).

Students enrolled prior to fall 2009 may substitute an equivalent 3 hour Accountancy or equivalent CBM course for a 4 hour course requirement by use of a Student Petition. All Accountancy majors must complete 21 core credit hours to fulfill the Accountancy core requirements.

ACC 321	Intermediate Financial Accounting I	3
ACC 322	Intermediate Financial Accounting II	3
ACC 324	Intermediate Financial Accounting III	3
ACC 433	Intermediate Managerial Accounting	3
ACC 443	Federal Income Taxation	3
ACC 464	Auditing Concepts and Responsibilities	3
ACC Elective [1]		3
Total Hours		**21**

1 College Core and ECCE courses may not be used to fulfill this requirement.

Other graduation requirements include:

Engaged Citizenship Common Experience (ECCE) [1]	10

1 The Accountancy degree requires a minimum of three hours of Applied Study Term (AST) course work consisting of an individualized field experience (EXL or an individual project (EXL 301). Students are encouraged to complete six hours of Applied Study Term. All six hours of AST can be used to fulfill ECCE requirements. After consultation with their AST advisor, students may petition to waive the three hour AST requirement using the student petition form. A petition to substitute an alternative ECCE course will only be approved in exceptional cases. Credit for Prior Learning (EXL 305) may not be used by College of Business and Management students to fulfill degree requirements.

With advisor approval, community college transfer students who complete course work equivalent to ACC 321, ACC 322 and ACC 324 with a grade of B (3.0) or better (grades of B- or lower will not be accepted), may not be required to complete these courses at UIS. Acceptance of Accountancy core transfer credit is subject to departmental approval.

Students must complete a minimum of 12 hours in Accountancy prefix courses (ACC) at the UIS College of Business and Management.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1

Fall		Hours
ENG 101[1]	Rhetoric and College Writing	3
COM 112[1]	Oral Communication	3
Freshman Seminar[1]		3
ECO 213[2]	Statistics for Business and Economics	3
ACC 211[2]	Introduction to Financial Accounting	3
	Hours	**15**
Spring		
ENG 102[1]	College Writing and Civic Engagement	3
Science without lab (Life or Physical)[1]		3
Comparative Societies Humanities[1]		3
MAT 113[2]	Business Calculus	4
ACC 212[2]	Introduction to Managerial Accounting	3
	Hours	**16**

Year 2

Fall		
Visual/Performing Arts Humanities Requirement (Not IA)[1]		3
Science with lab (Life or Physical)[1]		4
ECO 201[2]	Introduction to Microeconomics	3
Social Science course (PSY or SOC recommended)		3
ACC 321[4]	Intermediate Financial Accounting I	3
	Hours	**16**
Spring		
Humanities[1]		3
Upper or Lower Division Elective or Minor Course[6]		3
ECO 202[2]	Introduction to Macroeconomics	3
MGT 310[3]	Managing Organizational Behavior	3
ACC 322[4]	Intermediate Financial Accounting II	3
	Hours	**15**

Year 3

Fall		
BUS 302[3]	Principles of Financial Management	3
BUS 312[3]	Principles of Marketing	3
ACC 335[3]	Accounting Information Systems	3
ACC 324[4]	Intermediate Financial Accounting III	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
BUS 322[3]	Principles of Operations Management	3
BUS 331[3]	Business, Ethics, and Society	3
ACC 443[4]	Federal Income Taxation	3
Accounting Elective[4]		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**

Year 4

Fall		
ACC 433[4]	Intermediate Managerial Accounting	3
ACC 464[4]	Auditing Concepts and Responsibilities	3
ECCE: U.S. Communities OR Global Awareness (300 or 400 level)[5]		3
Upper or Lower Division Elective or Minor Course[6]		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
MGT 488[3]	Strategic Management: The Capstone	3
UNI 301[5]	ECCE: Speakers Series	1
EXL 300[5]	ECCE: General Applied Study Term	6
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**13**
	Total Hours:	**120**

1 General Education Requirements - 37-43 Hours

2 Foundation Course Requirements - 19 Hours (Some Fulfill Gen. Ed. Req.)
- A minimum cumulative GPA of at least 2.0 across all foundation courses.
- A minimum grad of C- is required in ALL foundation courses EXCEPT ACC 211 & ACC 212. A minimum grade of C (2.0) is requied in ACC 211 and ACC 212 (a grade of C- or lower will not be accepted).

3 College Core course work - 21 Hours
- A cumulative GPA of at least 2.0 is required across all college core courses.
- A minimum grad of C- is required in all College Core courses EXCEPT MGT 488 & ACC 335. A minimum grade of C (2.0) is required in MGT 488 & ACC 335 (a grad of C- or lower will not be accepted).

4 ACC Major course work - 21 Hours
- Earn a minimum grade of C (2.0) in ALL ACC courses required for the major (a grade of C- or lower will not be accepted).

5 ECCE Requirements - 10 Hours - Along with Speaker series, students must fulfill their ECCE requirements by selecting courses from at least 2 of the 3 available ECCE categories including U.S. Communities, Global awareness and Engagement Experience.

6 General Electives - 18 Hours that can be used to earn a minor or study abroad and can be outside of major.

Transferring in College Core Courses

BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
MIS 352	Principles of Management Information Systems	3
MGT 488	Strategic Management: The Capstone	3

The following requirements must be met in order for transfer credit to fulfill an upper division college core course requirement:

- The course must be an upper division course.

- The course must have been completed within six years prior to admission.
- A grade of C (2.0) or better must be earned in each course requested for transfer (grades of C- or lower will not be accepted).
- No more than 3 courses or 9 hours of transfer credit may be used to fulfill CBM college core course work.
- MGT 488 Strategic Management: The Capstone must be completed at UIS.

Accountancy Minor

To earn a minor in accountancy, students must complete at least **15** hours of Accountancy courses, including three upper division Accountancy courses at UIS.

ACC 211	Introduction to Financial Accounting	3
ACC 212	Introduction to Managerial Accounting	3
ACC 321	Intermediate Financial Accounting I	3
ACC 433	Intermediate Managerial Accounting	3
One other upper division accountancy course from UIS		3
Total Hours		**15**

Only upper division Accountancy courses will count toward the calculation of the 2.0 GPA (ACC 211 and ACC 212 will be excluded from the calculation). Students should consult their academic advisor to ensure that the requirements for a minor are met.

Business Administration

Bachelor of Arts (4 options)

- BBA – Comprehensive
- BBA – Management Concentration
- BBA – Marketing Concentration
- BBA - Sport Management Concentration

Undergraduate Minors (4)

- Business Administration
- Management
- Marketing
- Sport Management

Master of Business Administration (p. 132)

www.uis.edu/bba/ *or* **www.uis.edu/management/**
Email: BUS@uis.edu
Office Phone: (217) 206-6780
Office Location: UHB 4054

Departmental Goals and Objectives

The goal of the Bachelor in Business Administration (B.B.A.) degree is to provide students with a course of study that will prepare them for employment in private or public organizations of any size. Building on the core business knowledge provided to all College of Business and Management students, the department offers students the opportunity to broaden their knowledge of the business enterprise through comprehensive study in the general areas of finance, management, marketing, and operations management, or through more advanced and focused study in either management or marketing.

Specific objectives of the curriculum are:

1. to build competencies in critical and ethical thinking, analysis, and decision making in the areas of finance, management, marketing, and operations management; and
2. to enable students to gain a broad comprehensive understanding of the functional areas of business or a more in depth understanding of Management or Marketing.

Upon completion of a Bachelor's degree through the College of Business and Management, students will meet the following goals and objectives:

- Be able to demonstrate knowledge of key concepts in the major business disciplines, including accounting, economics, management, marketing, finance, information systems and the legal and social environment of business.
- Be able to systematically analyze a business problem using appropriate methods. Students will be able to:
  - effectively examine alternatives,
  - analyze alternatives,
  - and recommend an appropriate course of action.
- Be able to demonstrate effective oral communication skills and the use of presentation technologies.
- Be able to demonstrate effective written communication skills
- Be able to understand the use of information technologies in organizations.
- Be able to understand, interpret, and analyze quantitative problems and quantitatively presented information.

To earn a Bachelor's in Business Administration under any of the options available a student must:

- Complete at least 54 semester hours from a 4 year baccalaureate-granting institution;
- Complete at least 48 semester hours of upper-division (300-400 level) course work;
- Complete at least one half of his or her business coursework at UIS (college core and major); and
- Earn a cumulative grade point average of at least 2.0 across all courses required for the major (college core and major electives).

The Bachelor's Degree

The Bachelor in Business Administration (B.B.A.) provides three options for study:

- Comprehensive B.B.A. (p. 34)
- Management B.B.A. Concentration (p. 36)
- Marketing B.B. A. Concentration (p. 38)
- Sport Management B.B.A. Concentration (p. 40)

Delivery Format and Locations

The B.B.A. is available in the following locations and formats:

B.B.A. - Comprehensive: Springfield (day and evening classes) Peoria (evening & blended classes), Online (p. 34)

B.B.A. - Management Concentration: Springfield (day and evening classes), Online (p. 34)

B.B.A. - Marketing Concentration: Springfield (day and evening classes)

B.B.A. - Sport Management Concentration: Springfield (day and evening classes)

Advising

Students shall, at the beginning of their business studies, meet with a program advisor and complete the change of curriculum form (http://www.uis.edu/re (http://www.uis.edu/registration/forms/%20documents/CHANGEOFCURRICULUMFM.pdf)gistration/forms/ (http://www.uis.edu/registration/forms)) to select either the comprehensive B.B.A. **OR** the B.B.A. with a concentration (in management or marketing.) Students are also required to access the Degree Audit Reporting System (DARS) throughout their college career to verify that degree requirements are being met. DARS is accessed from the UIS Office of Records and Registration web site, www.uis.edu/ registration/, and selecting the Degree Audits option listed in the menu on the left.

Grading Policy

All Bachelor in Business Administration options have minimum grade requirements as noted in the degree requirements' sections outlined below. Students may not enroll in course work under the Credit/No Credit grading option except for the EXL 300 ECCE: General Applied Study Term course which only offers this grading option. For questions related to the grading policy, please contact your advisor.

Degree requirements

Foundation Requirements [1]

All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, statistics, and the behavioral sciences. UIS courses that satisfy the foundation knowledge requirements include:

ACC 211	Introduction to Financial Accounting	3
ACC 212	Introduction to Managerial Accounting	3
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus (or other calculus or finite math equivalent)	4
Select one of the following:		4-6
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	
ECO 315	Economics for Administration (junior or senior standing required to enroll)	

1 Students must earn a minimum grade of C- in ***ALL*** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

Course work equivalent to the above may be accepted upon approval by the student's advisor and the College of Business and Management.

College Core [1]

The college core is required of all undergraduate College of Business and Management students.

BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MIS 352	Principles of Management Information Systems	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [2]	3
Total Hours		**21**

1 Students must earn a minimum grade of C- in ***ALL*** college core courses (***EXCEPT*** MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

2 Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.

Bachelor in Business Administration Requirements

Students must complete 15 hours of course work under one of the following three B.B.A. options for study:

- B.B.A. – Comprehensive
- B.B.A. – Management Concentration
- B.B.A. – Marketing Concentration
- B.B.A. - Sport Management Concentration

Other Graduation Requirements Include

Engaged Citizenship Common Experience (ECCE)	10 Hrs.

All Bachelor in Business Administration options require a minimum of three hours of internship course work consisting of an individualized field experience (EXL 300) or an individual project (EXL 301). Students are encouraged to complete a six hour internship. The six hour internship can be used to fulfill ECCE requirements. After consultation with their CBM internship advisor, students may petition to waive the three hour internship requirement using the student petition form. Waivers to substitute an alternative ECCE course will only be given in exceptional cases.

Credit for Prior Learning (EXL 305) may not be used by College of Business and Management students to fulfill degree requirements.

Transferring in College Core Courses

BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
MIS 352	Principles of Management Information Systems	3
MGT 488	Strategic Management: The Capstone	3

The following requirements must be met to transfer credit to fulfill an upper division college core course requirement:

- The course must be an upper division course.
- The course must have been completed within six years prior to admission.
- A grade of C (2.0) or better must be earned in each course requested for transfer (grades of C- or lower will not be accepted).
- No more than 3 courses or 9 hours of transfer credit may be used to fulfill CBM college core course work.
- MGT 488 must be completed at UIS.

Online Degree Offerings and Admission Requirements

Online degree completion options are available for the Comprehensive B.B.A. and the B.B.A. with a concentration in management. The online degree completion plan allows students to participate in a dynamic online learning community and complete their course work using the latest information technologies and educational resources via the worldwide web. The fully online delivery mode is designed for students who have an associate's degree or at least 54 hours of completed college credit towards a bachelor's degree.

The online B.B.A. program has a separate admission process. The number of students admitted each term is limited by enrollment capacity. Applicants are considered on a rolling basis for fall and spring semesters. Applicants will receive consideration if they are unable to attend classes on campus because of distance, work, or care giving issues that are incompatible with regularly scheduled class offerings.

Preference for admission will be extended to students who have:

1. met all general education and entrance requirements stipulated for business administration majors;
2. earned a cumulative GPA of 3.0 or higher;
3. demonstrated their ability to write in the English language at the appropriate baccalaureate level; and
4. confirmed they have access to the Internet, specified software, and experience with their use.

Review for entry to the UIS Online B.B.A. is a two-part process:

1. applications are first evaluated by the UIS Admissions Office for fulfillment of University requirements, and then;
2. the application file is sent to the Online B.B.A. Program for online degree admission consideration.

Details about the online B.B.A. program and how to apply can be found at http://www.uis.edu/cbam/online/busadminonline/

- Business Administration Minor (p. 40)
- Management Minor (p. 41)
- Marketing Minor (p. 41)
- Sport Management Minor (p. 41)

BBA Comprehensive

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/bba/
Office Location: UHB 4054

The goal of the comprehensive B.B.A. option is to develop a broad-based education of the business enterprise through advanced study in the business functional areas such as finance, management, marketing, and operations management. Specific objectives of this option are:

1. to build advanced competencies in critical and ethical thinking, analysis, and decision making related to the business enterprise and
2. to enable students to gain a broad comprehensive understanding of the functional areas of business.

Requirements

Foundation requirements [1]		
All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, statistics, and the behavioral sciences. UIS courses that satisfy the foundation knowledge requirements include:		
ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus (or other calculus or finite math equivalent)	4
Select one of the following:		6-7
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	
ECO 315	Economics for Administration [2]	
Course work equivalent to the above may be accepted upon approval by the student's advisor and the College of Business and Management.		
College Core [3]		
The college core is required of all undergraduate College of Business and Management students.		
BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MIS 352	Principles of Management Information Systems	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [4]	3
Comprehensive Concentration Requirements [5]		
Upper Division Business (BUS) Course		3
Upper Division Management (MGT) Course		3
Upper Division Marketing (MKT) Course		3
Upper Division College of Business & Management course work [6]		6
Total Hours		**55-56**

1 Students must earn a minimum grade of C- in ***ALL*** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

2 Junior or senior standing required to enroll in ECO 315

3 Students must earn a minimum of C- in ***ALL*** college core courses (**EXCEPT** MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grad of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

4 Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.

5 College Core and ECCE courses may not be used to fulfill these requirements.

6 e.g., ACC, BUS, ECO, MGT, MKT, and MIS

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[1]	Rhetoric and College Writing	3
COM 112[1]	Oral Communication	3
Freshman Seminar[1]		3
Social Science (PSY or SOC recommended)		3
ECO 201 (Soc Science GenEd))[2]	Introduction to Microeconomics	3
	Hours	**15**
Spring		
ENG 102[1]	College Writing and Civic Engagement	3
Science without lab (Life or Physical)[1]		3
Comparative Societies Humanities[1]		3
MAT 113 (or other Calc or Finite Math equivalent; Math GenEd)[2]	Business Calculus	4
ECO 202 (Soc Science GenEd))[2]	Introduction to Macroeconomics	3
	Hours	**16**
Year 2		
Fall		
Visual/Performing/Creative Arts Humanities (Not IAI transferrable)[1]		3
Science with lab (Life or Physical)[1]		4
ACC 211[2]	Introduction to Financial Accounting	3
ECO 213 (Math GenEd)[2]	Statistics for Business and Economics	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**16**
Spring		
Humanities Course[1]		3
Upper or Lower Division Elective or Minor Course[6]		3
ACC 212[2]	Introduction to Managerial Accounting	3
MGT 310[3]	Managing Organizational Behavior	3
BUS 312[3]	Principles of Marketing	3
	Hours	**15**
Year 3		
Fall		
BUS 302[3]	Principles of Financial Management	3
BUS 322[3]	Principles of Operations Management	3
MIS 352[3]	Principles of Management Information Systems	3
Upper or Lower Division Elective or Minor Course[6]		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
BUS 331[3]	Business, Ethics, and Society	3
Upper Division Business (BUS) course [4]		3
Upper Division Management (MGT) Course[4]		3
Upper or Lower Division Elective or Minor Course[6]		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Year 4		
Fall		
Upper Division Marketing (MKT) Course[4]		3
Upper Division CBM Course (ACC, BUS, ECO, MGT, MKT or MIS)[4]		3
Upper Division CBM Course (ACC, BUS, ECO, MGT, MKT or MIS)[4]		3
ECCE: U.S. Communities OR Global Aware (300 or 400 level)[5]		3
Upper Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
MGT 488[3]	Strategic Management: The Capstone	3
EXL 300[5]	ECCE: General Applied Study Term	6
UNI 301[5]	ECCE: Speakers Series	1
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**13**
	Total Hours:	**120**

1 General Education Requirements - 37-43 Hours

2 Foundation Course Requirements - 19 Hours (Some fulfill Gen. Ed. Req.)
- A minimum grade of C- is required in ALL foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

3 College Core Course work - 21 hours
- A cumulative GPA of at least 2.0 is required across all college core courses.
- Minimum grade of C- if required in each core course EXCEPT MGT 488 where a minimum grade of C (2.0) is required (C- or lower will not be accepted).
- MGT 488 must be taken within 12 hours of graduation or during the student's last semester. All other core classes are prerquisites to MGT 488.

4 Business Administration Major Course work - 15 Hours
- Earn a cumulative grade point average of at least 2.00 across all courses required for the major.

5 ECCE Requirements - 10 Hours - Along with Speaker series, students must fulfill their ECCE requirements by selecting courses from at least 2 of the 3 available ECCE categories including U.S. Communities, Global Awareness & Engagement Experience.

6 Upper Division Electives - 24 Hours that can be selected to earn a minor or study abroad and can be outside of major.

CBM strictly enforces prerequisites. Refer to the catalog for specific CBM and Program requirements.

CBM majors are allowed to take only ONE ECCE course from either US Communities OR Global Awareness category before transferring to their major. The remaining ECCE requirements will be fulfilled with a 6hr Applied Study Term.

BBA Management Concentration

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/bba/
Office Location: UHB 4054

The goal of the B.B.A. with a management concentration is to develop the critical, conceptual, and interpersonal skills that are essential to employment in management positions in all types of organizations. In addition to requiring a theoretical foundation, the curriculum provides students with numerous opportunities to integrate and apply these skills in a variety of situations. Specific degree objectives are to enable students to: 1) develop an understanding of the different forms of organizations and how they operate in domestic and global contexts; 2) develop an ability to analyze cognitive, behavioral, and ethical issues faced by individuals and groups in organizations; and 3) develop an understanding of appropriate strategies for organizational effectiveness and the practical application of management concepts to address the challenges faced by leaders and members of the organizations.

Requirements and course work for this option is discussed in more detail below.

Requirements

Foundation requirements [1]		
ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus	4
Select one of the following:		6-7
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	
ECO 315	Economics for Administration [2]	
Course work equivalent to the above may be accepted upon approval by the student's advisor and the College of Business and Management.		
College Core [3]		
BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MIS 352	Principles of Management Information Systems	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [4]	3
Management Concentration Requirements [5]		
MGT 461 or MGT 485	Organization Theory / International Management	3
Select two of the following:		6
MGT 422	Negotiation	
MGT 431	Human Resource Management	
MGT 461	Organization Theory	
MGT 474	Leadership And Motivation	
MGT 485	International Management	
One upper division (300-400) management (MGT) course		3
Upper Division College of Business & Management course work [6]		3
Total Hours		**55-56**

1 Students must earn a minimum grade of C- in ***All*** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

2 Junior or senior standing required to enroll in ECO 315.

3 Students must earn a minimum grade of C- in ***ALL*** college core courses (**EXCEPT** MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

4 Prerequisite: All college core courses, and within 12 hours of graduate or during the student's last semester.

5 College Core and ECCE courses may not be used to fulfill these requirements.

6 e.g., ACC, BUS, ECO, MGT, MKT, and MIS

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1

Fall		**Hours**
ENG 101[1]	Rhetoric and College Writing	3
COM 112[1]	Oral Communication	3
Social Science (PSY or SOC recommended)		3

ECO 201 (Soc Science GenEd)[2]	Introduction to Microeconomics	3
Freshman Seminar[1]		3
	Hours	**15**
Spring		
ENG 102[1]	College Writing and Civic Engagement	3
Science without lab (Life or Physical)[1]		3
Comparative Societies Humanities[1]		3
MAT 113 (or other Calc or Finite Math equivalent)[2]	Business Calculus	4
ECO 202 (Soc Science GenEd)[2]	Introduction to Macroeconomics	3
	Hours	**16**
Year 2		
Fall		
Visual/Performing/Creative Arts Humanities (Not IAI transferrable)[1]		3
Science with lab (Life or Physical)[1]		4
ACC 211[2]	Introduction to Financial Accounting	3
ECO 213[2]	Statistics for Business and Economics	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**16**
Spring		
Humanities Course[1]		3
Upper or Lower Division Elective or Minor Course[6]		3
ACC 212[2]	Introduction to Managerial Accounting	3
MGT 310[3]	Managing Organizational Behavior	3
BUS 312[3]	Principles of Marketing	3
	Hours	**15**
Year 3		
Fall		
BUS 302[3]	Principles of Financial Management	3
BUS 322[3]	Principles of Operations Management	3
MIS 352[3]	Principles of Management Information Systems	3
Upper or Lower Division Elective or Minor Course[6]		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
BUS 331[3]	Business, Ethics, and Society	3
MGT 461 or 485[4]	Organization Theory	3
Upper Division Management (MGT) course[4]		3
Upper or lower division elective or minor course[6]		3
Upper or lower division elective or minor course[6]		3
	Hours	**15**
Year 4		
Fall		
Upper Division CBM Course (ACC, BUS, ECO, MGT, MKT or MIS)[4]		3
ECCE: U.S. Communities OR Global Aware (300 or 400 level)[6]		3
Upper Division Elective or Minor Course[6]		3
Select two of the following:[4]		6
MGT 422[4]	Negotiation	3
MGT 431[4]	Human Resource Management	3
MGT 461[4]	Organization Theory	3
MGT 474[4]	Leadership And Motivation	3
MGT 485[4]	International Management	3
	Hours	**15**
Spring		
MGT 488[3]	Strategic Management: The Capstone	3
UNI 301[5]	ECCE: Speakers Series	1
EXL 300[5]	ECCE: General Applied Study Term	6
Upper Division Elective or Minor Course[6]		3
	Hours	**13**
	Total Hours:	**120**

1 General Education Requirements - 37-43 Hours

2 Foundation Course Requirements - 19 Hours (Some fulfill Gen. Ed. Req.)
- A minimum grade of C- is required in ALL foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

3 College Core Course work - 21 Hours
- A cumulative GPA of at least 2.0 is required across all college core courses.
- Minimum grade of C- is required in each core course EXCEPT MGT 488 where a minimum grade of C (2.0) is required (C- or lower will not be accepted). All other core classes are prerequisites to MGT 488.
- MGT 488 must be taken within 12 hours of graduation or during the student's last semester.

4 Business Administration Marketing Major Course work - 15 Hours
- Earn a cumulative grade point average of at least 2.00 across all courses required for the major.

5 ECCE Requirements - 10 Hours -Along with Speaker series, students must fulfill their ECCE requirements by selecting courses from at least 2 of the 3 available ECCE categories including U.S. Communities, Global awareness and Engagement Experience.

6 Upper Division Electives - 24 Hours that can be selected to earn a minor or study abroad and can be outside of major.

CBM strictly enforces prerequisites. Refer to the catalog for specific CBM and Program requirements.

CBM majors are allowed to take only ONE ECCE course from either US Communities OR Global Awareness category before transferring to their major. The remaining ECCE requirements will be fulfilled with a 6hr Applied Study Term.

BBA Marketing Concentration

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/management/
Office Location: UHB 4054

The goal of the B.B.A. with a marketing concentration is to develop the knowledge and skills required to create, communicate, deliver and exchange products and services that have value for customers, clients, partners and society. Specific degree objectives are to enable students to:

1. develop an understanding of product, pricing, distribution and promotion strategies;
2. develop an ability to collect and interpret information about consumers and their decision making processes; and
3. develop abilities to use new technologies available in media, retail and other business areas to develop competitive marketing strategies.

Requirements

Foundation requirements [1]		
ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus	4
Select one of the following:		6-7
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	
ECO 315	Economics for Administration [2]	
Course work equivalent to the above may be accepted upon approval by the student's advisor and the College of Business and Management.		
College Core [3]		
The college core is required of all undergraduate College of Business and Management students.		
BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MIS 352	Principles of Management Information Systems	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [4]	3
Marketing Concentration Requirements [5]		
MKT 431	Consumer Behavior	3
MKT 432	Research Methods for Marketing	3
Select two of the following (or other MKT electives approved by the program):		6
MKT 430	Topics in Marketing	
MKT 433	Introduction to Marketing Management	
MKT 434	Brand Management	
MKT 435	Sales And Sales Management	
MKT 436	Marketing Promotions	
MKT 437	Advertising	
Upper Division College of Business & Management course work [6]		3
Total Hours		**55-56**

1. Students must earn a minimum grade of C-in ***ALL*** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
2. Junior or senior standing required to enroll in ECO 315.
3. Students must earn a minimum of C- in ***ALL*** college core courses (**EXCEPT** MGT 488 (http://catalog.uis.edu/search/?P=MGT%20488)) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grad of C (2.0) is required in MGT 488 (http://catalog.uis.edu/search/?P=MGT%20488) (a grade of C- or lower will not be accepted).
4. Prerequisite: All college core courses, and within 12 hours of graduate or during the student's last semester.
5. College Core and ECCE courses may not be used to fulfill these requirements.
6. e.g., ACC, BUS, ECO, MGT, MKT, and MIS

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
Freshman Seminar[1]		3
ENG 101[1]	Rhetoric and College Writing	3
COM 112[1]	Oral Communication	3
ECO 213 (Math Gen Ed)[2]	Statistics for Business and Economics	3
ECO 201 (Gen. Soc Sci)[2]	Introduction to Microeconomics	3
	Hours	**15**
Spring		
Science without lab (Life or Physical)[1]		3
ENG 102[1]	College Writing and Civic Engagement	3
Comparative Societies (Humanities)[1]		3
MAT 113 (or other Calc or finite math equivalent; Math GenEd)[2]	Business Calculus	4
ECO 202[2]	Introduction to Macroeconomics	3
	Hours	**16**
Year 2		
Fall		
Visual/Performing/Creative Arts Humanities (Not IAI transferrable)[1]		3

Science with lab (Life or Physical)[1]		4
ACC 211[2]	Introduction to Financial Accounting	3
Social Science (PSY or SOC recommended)		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**16**
Spring		
Humanities Course[1]		3
Upper or Lower Division Elective or Minor Course[6]		3
ACC 212[2]	Introduction to Managerial Accounting	3
MGT 310[3]	Managing Organizational Behavior	3
BUS 312[3]	Principles of Marketing	3
	Hours	**15**
Year 3		
Fall		
BUS 302[3]	Principles of Financial Management	3
BUS 322[3]	Principles of Operations Management	3
MIS 352[3]	Principles of Management Information Systems	3
MKT 431[4]	Consumer Behavior	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
BUS 331[3]	Business, Ethics, and Society	3
MKT 432[4]	Research Methods for Marketing	3
Upper Division CBM Elective (ACC, BUS, ECO, MGT, MKT or MIS)[4]		3
Upper or Lower Division Elective or Minor Course[6]		3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Year 4		
Fall		
ECCE: U.S. Communities OR Global Awareness (300 or 400 level)[5]		3
Upper or Lower Division Elective or Minor Course[6]		3
Upper Division Elective or Minor Course[6]		3
Select two of the following:[4]		6
MKT 430[4]	Topics in Marketing	3
MKT 433[4]	Introduction to Marketing Management	3
MKT 434[4]	Brand Management	3
MKT 435[4]	Sales And Sales Management	3
MKT 436[4]	Marketing Promotions	3
MKT 437[4]	Advertising	3
	Hours	**15**
Spring		
EXL 300[5]	ECCE: General Applied Study Term	6
UNI 301[5]	ECCE: Speakers Series	1
MGT 488[3]	Strategic Management: The Capstone	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**13**
	Total Hours:	**120**

1. General Education Requirements - 37-43 Hours
2. Foundation Course Requirements - 19 Hours (Some fulfill Gen. Ed. Req.)
   - A minimum grade of C- is required in ALL foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
3. College Core Course work - 21 Hours
   - A cumulative GPA of at least 2.0 is required across all college core courses.
   - Minimum grade of C- is required in each core course EXCEPT MGT 488 where a minimum grade of C (2.0) is required (C- or lower will not be accepted). All other core classes are prerequisites to MGT 488.
   - MGT 488 must be taken within 12 hours of graduation or during the student's last semester.
4. Business Administration Marketing Major Course work - 15 Hours
   - Earn a cumulative grade point average of at least 2.00 across all courses required for the major.
5. ECCE Requirements - 10 Hours -Along with Speaker series, students must fulfill their ECCE requirements by selecting courses from at least 2 of the 3 available ECCE categories including U.S. Communities, Global awareness and Engagement Experience.
6. Upper Division Electives - 24 Hours that can be selected to earn a minor or study abroad and can be outside of major.

CBM strictly enforces prerequisites. Refer to the catalog for specific CBM and Program requirements.

CBM majors are allowed to take only ONE ECCE course from either US Communities OR Global Awareness category before transferring to their major. The remaining ECCE requirements will be fulfilled with a 6hr Applied Study Term.

BBA Sport Management Concentration

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: http://www.uis.edu/bba/
Office Location: UHB 4054

The goal of the B.B.A. with a sport management concentration is to develop the knowledge and skills required for the effective management of organizations such as sport facilities, professional and amateur teams, and community programs. Specific degree objectives are to enable students to:

1. develop an understanding of management skills such as organizational strategy, marketing, and finance applied to sports organizations;
2. develop an understanding of principles of law that regulate both the amateur and professional sports industries; and
3. develop an understanding of strategies, techniques and critical issues associated with event and facilities management.

Requirements

Foundation requirements [1]		
ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus	4
or MAT 114	Finite Mathematics and Its Applications	
Select one of the following:		6-7
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	
ECO 315	Economics for Administration [2]	
Course work equivalent to the above may be accepted upon approval by the student's advisor and the College of Business and Management.		
College Core [3]		
The college core is required of all undergraduate College of Business and Management students.		
BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MIS 352	Principles of Management Information Systems	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [4]	3
Sport Management Concentration Requirements [5]		
SPM 431		
SPM 432	[6]	
SPM 433	[6]	
One upper division (300-400) Sport Management Elective		3
Upper Division College of Business & Management course work [7]		3
Total Hours		**46-47**

1. Students must earn a minimum grade of C-in ***ALL*** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
2. Junior or senior standing required to enroll in ECO 315.
3. Students must earn a minimum of C- in ***ALL*** college core courses (**EXCEPT** MGT 488 (http://catalog.uis.edu/search/?P=MGT%20488)) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (http://catalog.uis.edu/search/?P=MGT%20488) (a grade of C- or lower will not be accepted).
4. Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.
5. College Core and ECCE courses may not be used to fulfill these requirements.
6. Prerequisite SPM 431 Foundations of Sport Management
7. e.g., ACC, BUS, ECO, MGT, MKT, MIS, and SPM

CBM strictly enforces prerequisites. Refer to the catalog for specific CBM and Program requirements.

CBM majors are allowed to take only ONE ECCE course from either US Communities OR Global Awareness category before transferring to their major. The remaining ECCE requirements will be fulfilled with a 6hr Applied Study Term.

Business Administration Minor

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/bba/
Office Location: UHB 4054

To earn a business administration minor, students must complete prerequisites and a minimum of 15 semester hours of course work.

Required Courses [1]

Prerequisites		
ACC 211	Introduction to Financial Accounting	
Select one of the following:		
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	
ECO 315	Economics for Administration	
Requirements		
BUS 312	Principles of Marketing	3
BUS 331	Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
Two upper division courses from UIS with a BUS, MGT or MKT prefix [1]		6
Total Hours		**15**

1. College Core and ECCE courses may not be used to fulfill these requirements.

Management Minor

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/management/
Office Location: UHB 4054

To earn a minor in management, a student must complete a minimum of 15 semester hours of course work.

Required Courses [1]

MGT 310	Managing Organizational Behavior	3
MGT 431	Human Resource Management	3
Three upper division UIS courses with a MGT prefix		9
Total Hours		**15**

1 College Core and ECCE courses may not be used to fulfill these requirements.

Marketing Minor

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/bba/
Office Location: UHB 4054

To earn a minor in marketing, a student must complete a minimum of 15 semester hours of course work.

Prerequisite course work for this minor includes ECO 213

Required Courses

ACC 211	Introduction to Financial Accounting	3
ECO 201	Introduction to Microeconomics	3
BUS 312	Principles of Marketing	3
MKT 431	Consumer Behavior	3
MKT 432	Research Methods for Marketing	3
Total Hours		**15**

Sport Management Minor

Contact Information
Phone: (217) 206-6780
Email: BUS@uis.edu
Website: www.uis.edu/bba/
Office Location: UHB 4054

To earn a sport management minor, students must complete prerequisites and a minimum of 15 semester hours of course work.

Required Courses

Prerequisites		
ACC 211	Introduction to Financial Accounting	3
ECO 201	Introduction to Microeconomics	3
Requirements		
BUS 312	Principles of Marketing	3
MGT 310	Managing Organizational Behavior	3
SPM 431		
SPM 432	[1]	
SPM 433	[1]	
Total Hours		**12**

1 Prerequisite SPM 431 Foundations of Sport Management

Economics

Bachelor of Arts
Undergraduate Minor

www.uis.edu/economics/
Email: eco@uis.edu
Office Phone: (217) 206-7920
Office Location: UHB 4049

Departmental Goals and Objectives

Through Economics course work, students build strong conceptual thinking and problem-solving skills by understanding and applying economic theory to real world problems. Specific program objectives include the development of:

1. basic knowledge of micro- and macroeconomic theory,
2. fundamental understanding of quantitative methods of analysis,
3. research competencies using the theories and methods of economic analysis, and
4. skills for applying theories and models to contemporary economic issues and policies.

Upon completion of a Bachelor's degree through the College of Business and Management, students will meet the following goals and objectives:

- Be able to demonstrate knowledge of key concepts in the major business disciplines, including accounting, economics, management, marketing, finance information systems and the legal and social environment of business.
- Be able to systematically analyze a business problem using appropriate methods. Students will be able to: effectively examine alternatives, analyze alternatives, and recommend an appropriate course of action.
- Be able to demonstrate effective oral communication skills and the use of presentation technologies.
- Be able to demonstrate effective written communication skills
- Be able to understand the use of information technologies in organizations.
- Be able to understand, interpret, and analyze quantitative problems and quantitatively presented information.

The Bachelor's Degree

Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit Reporting System (DARS) throughout their college career to verify that degree requirements are being met. (DARS is accessed from the UIS Office of Records and Registration web site, www.uis.edu/registration/, and selecting the Degree Audits option listed in the menu on the left.)

Grading Policy

The Economics program has minimum grade requirements as noted in the degree requirements' sections outlined below. For questions related to the grading policy, please contact your advisor.

Degree Requirements

Foundation Requirements [1]

All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, and statistics. Students must earn a cumulative GPA of at least 2.00 across all foundation courses. UIS courses that satisfy the foundation knowledge requirements include:

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus	4
or MAT 114	Finite Mathematics and Its Applications	
Total Hours		**19**

1 A minimum grade of C- is required in ***ALL*** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

Course work equivalent to the above may be accepted upon approval by the student's advisor.

College Core [1]

The College Core is required of all undergraduate College of Business and Management students. Students must earn a cumulative GPA of at least 2.0 across all college core courses.

BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MIS 352	Principles of Management Information Systems	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [2]	3
Total Hours		**21**

1 A minimum grade of C- is required in all College Core courses ***EXCEPT*** MGT 488 and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

2 Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.

Major Requirements

To earn a B. A. in Economics a student must:

- Complete at least 54 semester hours from a 4 year baccalaureate-granting institution;
- Complete at least 48 semester hours of upper-division (300-400 level) course work;
- Complete at least one half of his or her business course work at UIS (college core and major); and
- Earn a cumulative grade point average of at least 2.0 across all courses required for the major.
- Earn a minimum grade of C- in all major courses.

Students enrolled prior to Fall 2009 may substitute an equivalent 3 hour Economics or equivalent CBM course for a 4 hour course requirement. All Economics majors must complete 18 credit hours of Economics major credit hours to fulfill the major requirements.

ECO 301	Managerial Economics	3
ECO 302	Macroeconomics in a Global Economy	3
ECO 314	Analytical Decision Making for BUS and ECO	3
3 upper division Economics courses from UIS		9
Total Hours		**18**

Other graduation requirements include:

Engaged Citizenship Common Experience (ECCE) [1]	10

1 The Economics degree requires a minimum of three hours of Applied Study Term (AST) course work consisting of an individualized field experience (EXL or an individual project (EXL 301). Students are encouraged to complete six hours of Applied Study Term. All six hours of AST can be used to fulfill ECCE requirements. After consultation with their AST advisor, students may petition to waive the three hour AST requirement using the student petition form. A petition to substitute an alternative ECCE course will only be approved in exceptional cases.
Credit for Prior Learning (EXL 305) may not be used by College of Business and Management students to fulfill degree requirements.

Transferring in College Core Courses

BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
MIS 352	Principles of Management Information Systems	3
MGT 488	Strategic Management: The Capstone	3

The following requirements must be met in order for transfer credit to fulfill an upper division college core course requirement:

- The course must be an upper division course.

- The course must have been completed within six years prior to admission.
- A grade of C (2.0) or better must be earned in each course requested for transfer (grades of C- or lower will not be accepted).
- No more than 3 courses or 9 hours of transfer credit may be used to fulfill CBM college core course work.
- MGT 488 Strategic Management: The Capstone, must be completed at UIS.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
Freshman Seminar[1]		3
Humanities Course[1]		3
ENG 101[1]	Rhetoric and College Writing	3
COM 112[1]	Oral Communication	3
ECO 201 (Soc Science GenEd)[2]	Introduction to Microeconomics	3
	Hours	**15**
Spring		
Science without lab (Life or Physical)[1]		3
Visual/Performing Arts Humanities Requirement (Not IAI transferable)[1]		3
ENG 102[1]	College Writing and Civic Engagement	3
MAT 113[2]	Business Calculus	4
ECO 202 (Soc Science GenEd)[2]	Introduction to Macroeconomics	3
	Hours	**16**
Year 2		
Fall		
Comparative Societies (Humanities)[1]		3
Science with lab (Life or Physical)[1]		4
ACC 211[2]	Introduction to Financial Accounting	3
ECO 213 (Math GenEd)[2]	Statistics for Business and Economics	3
Lower or Upper Division Elective or Minor Course[6]		3
	Hours	**16**
Spring		
Upper or Lower Division Elective or Minor Course[6]		3
Social Science (PSY 201 or SOC 101 recommended)[2]		3
ACC 212[2]	Introduction to Managerial Accounting	3
MGT 310[3]	Managing Organizational Behavior	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Year 3		
Fall		
ECO 301[4]	Managerial Economics	3
Required Upper division ECO Course[4]		3
BUS 302[3]	Principles of Financial Management	3
BUS 312[3]	Principles of Marketing	3
MIS 352[3]	Principles of Management Information Systems	3
	Hours	**15**
Spring		
ECO 302[4]	Macroeconomics in a Global Economy	3
Required Upper division ECO Course [4]		3
BUS 322[3]	Principles of Operations Management	3
BUS 331[3]	Business, Ethics, and Society	3
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**15**
Year 4		
Fall		
ECO 314[4]	Analytical Decision Making for BUS and ECO	3
Required Upper Division ECO Course [4]		3
ECCE: U.S. Communities OR Global Aware (300 or 400 level)[5]		3
Upper or Lower Division Elective or Minor Course[6]		3
Upper Division Elective or Minor Course[6]		3
	Hours	**15**
Spring		
MGT 488[3]	Strategic Management: The Capstone	3
EXL 300[5]	ECCE: General Applied Study Term	6
UNI 301[5]	ECCE: Speakers Series	1
Upper or Lower Division Elective or Minor Course[6]		3
	Hours	**13**
	Total Hours:	**120**

1 General Education Requirements - 37-43 Hours

2 Foundation Course Requirements - 19 Hours (Some fulfill Gen. Ed. Req.)
- A minimum grade of C- is required in ALL foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.

3 College Core Course work - 21 hours
- A cumulative GPA of at least 2.0 is required across all college core courses.
- Minimum grade of C- if required in each core course EXCEPT MGT 488 where a minimum grade of C (2.0) is required (C- or lower will not be accepted).
- MGT 488 must be taken within 12 hours of graduation or during the student's last semester. All other core classes are prerequisites to MGT 488.

4 Business Administration Major Course work - 15 Hours
- Earn a cumulative grade point average of at least 2.00 across all courses required for the major.

[5] ECCE Requirements - 10 Hours - Along with Speaker series, students must fulfill their ECCE requirements by selecting courses from at least 2 of the 3 available ECCE categories including U.S. Communities, Global Awareness & Engagement Experience.

[6] Upper Division Electives - 24 Hours that can be selected to earn a minor or study abroad and can be outside of major.

CBM strictly enforces prerequisites. Refer to the catalog for specific CBM and Program requirements.

CBM majors are allowed to take only ONE ECCE course from either US Communities OR Global Awareness category before transferring to their major. The remaining ECCE requirements will be fulfilled with a 6hr Applied Study Term.

Economics Minor

To earn a minor in economics, students must complete the following courses or their equivalents:

ECO 201	Introduction to Microeconomics	3
ECO 202	Introduction to Macroeconomics	3
ECO 301	Managerial Economics	3
ECO 302	Macroeconomics in a Global Economy	3
One additional upper-division economics course from UIS		3
Total Hours		**15**

A minimum grade of C- is required for all minor courses and an overall GPA of 2.0 in economics course work is required to earn the economics minor. Students should consult their academic advisor to ensure that the requirements for a minor are met.

Management Information Systems

Bachelor of Science
-Bachelor of Science with Health Care Informatics Concentration
Undergraduate Minor
Master of Science (p. 135)
Graduate Certificates (p. 136) – 3

mis.uis.edu/
Email: MIS@uis.edu
Office Phone: (217) 206-6067
Office Location: UHB 4021

Departmental goals and objectives

The goal of the MIS department is to prepare students for challenging positions in the application of information technology to solving business problems. Specific objectives of our MIS degree programs are:

1. to provide students with the analytical and practical frameworks and methodologies necessary to analyze, design, implement, and manage complex information systems in contemporary organizational structures;
2. to provide knowledge of the principles necessary for understanding basic computer hardware and software systems to ensure the data quality, transmission, processing, and storage necessary to facilitate organizational decision making and general operations;
3. to enable students to develop competencies in applying systems analysis and design strategies and techniques in realistic marketplace environments; and
4. to provide a balance between technical and organizational knowledge for a variety of professional organizations.

In addition, upon completion of a Bachelor's degree through the College of Business and Management, students will meet the following goals and objectives:

- Be able to demonstrate knowledge of key concepts in the major business disciplines, including accounting, economics, management, marketing, finance information systems and the legal and social environment of business.
- Be able to systematically analyze a business problem using appropriate methods. Students will be able to: effectively examine alternatives, analyze alternatives, and recommend an appropriate course of action.
- Be able to demonstrate effective oral communication skills and the use of presentation technologies.
- Be able to demonstrate effective written communication skills
- Be able to understand the use of information technologies in organizations.
- Be able to understand, interpret, and analyze quantitative problems and quantitatively presented information.

The Bachelor's Degree

The bachelor's degree provides students with a foundation in business and skills in management information systems, rather than a foundation in computer science, to provide solutions that present companies, non-profit organizations, and government agencies with the information they need to achieve their goals. The BS in MIS degree program also provides students with expertise from a holistic business perspective, rather than a more micro-level or a science perspective. Our focus on applications of the Internet and the World Wide Web will allow students to combine their knowledge of computing and organizations to bridge the gap between technical and business specialists. The B.S. in Management Information Systems may be earned online, blended, or through a combination of online and blended modes of delivery.

Advising

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. Students are also required to access the Degree Audit Reporting System (DARS (https://eas.admin.uillinois.edu/eas/servlet/EasLogin?redirect=https://darsweb.admin.uillinois.edu:443/darswebstu_uis/servlet/EASDarsServlet)) throughout their college career to verify that degree requirements are being met.

Grading Policy

The Management Information Systems program has minimum grade requirements as noted in the degree requirements' sections outlined

below. For questions related to the grading policy, please contact your advisor.

Degree requirements

Foundation requirements [1]

All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, and statistics. Students must earn a cumulative GPA of at least 2.0 across all foundation courses. UIS courses that satisfy the foundation knowledge requirements include:

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213	Statistics for Business and Economics	3
MAT 113	Business Calculus (or an equivalent)	4
ECO 201 & ECO 202 or ECO 315	Introduction to Microeconomics and Introduction to Macroeconomics Economics for Administration	4-6
Total Hours		**17-19**

[1] A minimum grade of C- is required in ***ALL*** foundation courses.

Course work equivalent to the above may be accepted upon approval by the student's advisor.

College Core [2]

The college core is required of all undergraduate College of Business and Management students. Students must earn a cumulative GPA of at least 2.0 across all college core courses.

MIS 352	Principles of Management Information Systems	3
BUS 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
MGT 488	Strategic Management: The Capstone [3]	3
Total Hours		**21**

[2] A minimum grade of C- is required in all College Core courses ***EXCEPT*** MGT 488. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

[3] Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.

Major Requirements – MIS Core

To earn a Bachelor's of Science in Management Information Systems a student must:

- Complete at least 54 semester hours from a 4 year baccalaureate-granting institution;
- Complete at least 48 semester hours of upper-division (300-400 level) course work;
- Complete at least one half of his or her business course work at UIS (college core and major); and
- Earn a cumulative grade point average of at least 2.0 across all courses required for the major.

All MIS undergraduate majors must complete 30 core credit hours to fulfill the degree requirements as follows:

CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
MIS 371	Enterprise Architecture	3
MIS 385	Data and Information Management	3
MIS 395	Electronic Business Strategy, Architecture, and Design	3
MIS 454	Systems Analysis and Design	3
MIS 456	Networks and Telecommunications in Organizations	3
MIS 458	IS Project Management	3
MIS 468	Business Process Management	3
MIS 469	IS Strategy Management and Acquisition	3
Total Hours		**30**

Other requirements include:

Electives	6
Engaged Citizenship Common Experience (ECCE) [1]	10

Health Care Informatics Concentration Requirements:

CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
MIS 325	Health Care Informatics Programming	3
MIS 371	Enterprise Architecture	3
MIS 385	Data and Information Management	3
MIS 455	Human-Computer Interaction Design	3
MIS 478	Health Care Information Systems Security	3
MIS 454	Systems Analysis and Design	3
MIS 456	Networks and Telecommunications in Organizations	3
MIS 458	IS Project Management	3
MIS 468	Business Process Management	3
MIS 469	IS Strategy Management and Acquisition	3
Total Hours		**36**

Electives	0

1 The Management Information Systems degree requires a minimum of three hours of Internship Services course work consisting of an individualized field experience (EXL 300) or an individual project (EXL 301). Students are encouraged to complete six hours of Internship Services. All six hours can be used to fulfill ECCE requirements. After consultation with their Internship Services advisor, students may petition to waive the three hour requirement using the student petition form. A petition to substitute an alternative ECCE course will only be approved in exceptional cases.
Credit for Prior Learning (EXL 305) may not be used by College of Business and Management students to fulfill degree requirements.
Students with Health Care Informatics Concentration will take ECCE Social Health Care Informatics (3 hours) instead of US Communities or Global Awareness. They also complete 6 hours of ECCE/Internship Services in the area of Health Care Informatics.

Students must complete a minimum of 18 hours in Management Information Systems prefix courses (MIS) at the UIS College of Business and Management.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1

Fall		**Hours**
Freshman Seminar[1]		3
ENG 101[1]	Rhetoric and College Writing	3
COM 112[1]	Oral Communication	3
Humanities[1]		3
ECO 201[2]	Introduction to Microeconomics	3
	Hours	**15**
Spring		
Science without lab (Life or Physical)[1]		3
ENG 102[1]	College Writing and Civic Engagement	3
Visual/Performing Arts Humanities (Not IAI transferable)[1]		3
MAT 113 (Math GenEd)[2]	Business Calculus	4
ECO 202 (Soc Science GenEd)[2]	Introduction to Macroeconomics	3
	Hours	**16**

Year 2

Fall		
Comparative Societies (Humanities)[1]		3
ACC 211[2]	Introduction to Financial Accounting	3
ECO 213[2]	Statistics for Business and Economics	3
CSC 225[4]	Computer Programming Concepts I	3
Upper or Lower Division Elective or Minor course[6]		3
	Hours	**15**
Spring		
Science with lab (Life or Physical)[1]		4
ACC 212[2]	Introduction to Managerial Accounting	3
Social Science (PSY or SOC recommended)		3
CSC 275[4]	Computer Programming Concepts II	3
MGT 310[3]	Managing Organizational Behavior	3
	Hours	**16**

Year 3

Fall		
BUS 302[3]	Principles of Financial Management	3
BUS 312[3]	Principles of Marketing	3
BUS 322[3]	Principles of Operations Management	3
MIS 352[3]	Principles of Management Information Systems	3
Upper or Lower Division Elective or Minor course (Health Care Informatics students: replace with MIS 325 - Health Care Informatics Programming)[6]		3
	Hours	**15**
Spring		
BUS 331[3]	Business, Ethics, and Society	3
MIS 371[3]	Enterprise Architecture	3
MIS 385[3]	Data and Information Management	3
MIS 395 (Health Care Informatics students: replace this with MIS 455 - Human/ Computer Interaction Design)[3]	Electronic Business Strategy, Architecture, and Design	3
Upper or Lower Division Elective or Minor course[6]		3
	Hours	**15**

Year 4

Fall		
EXL 300 (Health Care Informatics students: replace this with ECCE Social Health Care Informatics & Internship Services credit)[5]	ECCE: General Applied Study Term	6
MIS 454[4]	Systems Analysis and Design	3
MIS 456[4]	Networks and Telecommunications in Organizations	3
MIS 458[4]	IS Project Management	3
	Hours	**15**

Spring		
ECCE: U.S. Communities OR 300 or 400 level of Global Aware (Health Care Informatics students: replace this with MIS 478 - Health Care Information Systems Security)[5]		3
UNI 301[5]	ECCE: Speakers Series	1
MIS 468[4]	Business Process Management	3
MIS 469[4]	IS Strategy Management and Acquisition	3
MGT 488[3]	Strategic Management: The Capstone	3
	Hours	**13**
	Total Hours:	**120**

1 General Education Requirements - 37-43 Hours

2 Foundation Course Requirements - 19 Hours (Some courses fulfill Gen. Ed Req.)
- A minimum grade of C- is required in ALL foundation courses. A cumulative GPA of at least 2.0 is required across all CBM Foundation courses.

3 College Core Course work- 21 Hours
- A cumulative GPA of at least 2.0 is required across all college core courses.
- A Minimum grade of C- is required in each core course EXCEPT MGT 488 where a minimum grade of C (2.0) is required (a grade of C- or lower will not be accepted).
- MGT 488 must be taken within 12 hours of graduation or during the student's last semester. All other core classes are prerequisites to MGT 488.

4 MIS Major Course work - 30 Hours
- Cumulative grade point average of at least 2.0 across all courses required for the major.

5 ECCE Requirements - 10 Hours -Along with Speaker series, students must fulfill their ECCE requirements by selecting courses from at least 2 of the 3 available ECCE categories including U.S. Communities, Global awareness and Engagement Experience.

6 Upper Division Electives - 12 Hours that can be used towards a minor or study abroad and can be selected outside of major.

CBM strictly enforces prerequisites. Refer to the catalog for specific CBM and Program requirements.

Online Degree

An online degree completion program is available for the in Management Information Systems (MIS). The online degree completion plan allows students to participate in a dynamic online learning community and complete their course work using the latest information technologies and educational resources via the worldwide web. The fully online delivery mode is designed for students who have an associate's degree or at least 54 hours of completed college credit towards a bachelor's degree.

Undergraduate MIS Minor

To earn an undergraduate minor in Management Information Systems, students must complete a minimum of five courses totaling 15 semester hours, at least 9 hours of which must be upper-division course work taken at UIS. Prerequisites include proficiency in a spreadsheet and/or a database package or completion of CSC 317 Software Packages.

Required Courses		
MIS 352	Principles of Management Information Systems	3
MIS 385	Data and Information Management	3
MIS 395	Electronic Business Strategy, Architecture, and Design	3
Elective Courses		
Select at least two of the following:		6
ACC 211	Introduction to Financial Accounting	
ACC 212	Introduction to Managerial Accounting	
ECO 201	Introduction to Microeconomics	
ECO 202	Introduction to Macroeconomics	
ECO 315	Economics for Administration	
Total Hours		**15**

College of Education and Human Services

www.uis.edu/cehs
Office Phone: (217) 206-6784
Email: cehs@uis.edu
Office Location: BRK 363

Hanfu Mi, Dean

Faculty of the college take full advantage of UIS' location in the state capital by maintaining close ties with the Illinois State Board of Education and the Illinois Department of Human Services. Faculty serve on a variety of professional advisory boards and on the boards of local social service delivery agencies. Due to the large number of state government employees, educators, and human service professionals in Springfield, the college's academic programs are vital to the city's economic and employment base.

Students enrolled in the college's programs prepare for professional careers as social workers, researchers and teachers. Programs in the college are closely involved with the Internship and Service-Learning Programs and the Career Development Center to ensure that students receive field and/or clinical experience in their chosen professional areas and have realistic career objectives.

The Social Work department is nationally accredited by the Council on Social Work Education (CSWE). Students earn a Bachelor of Social Work (B.S.W.). The B.S.W. is a generalist degree that gives students the education and skill necessary to provide direct services to clients in a wide variety of human service settings. Generalist practice social work encompasses all client groups and all levels of service, from individuals to international social policy. The program is based on an empowerment model dedicated to the achievement of social justice and human rights for all.

The Department of Teacher Education Program provides an Elementary Major and a Secondary Minor that lead to state-approved licensure when combined with an appropriate academic content major and fulfillment of general education, campus, and state requirements. Elementary education candidates are required to choose an appropriate academic disciplinary content area as a second major, and secondary education candidates must major in one of several programs leading to licensure in the areas of English, mathematics, science or social science. The purpose is to prepare licensed elementary and secondary teachers who are competent in subject matter and who understand the psychological and socio-cultural characteristics of learners.

College faculty use a variety of innovative teaching strategies and technologies in the classroom and apply their research and scholarship to the course work that they teach. Many of the faculty have national and international reputations in their areas of expertise.

Social Work

Bachelor of Social Work

www.uis.edu/socialwork/
Email: swk@uis.edu
Office Phone: (217) 206-6687
Office Location: BRK 332

The Bachelor's Degree

The B.S.W. is nationally accredited by the Council on Social Work Education (CSWE). The generalist B.S.W. gives students the education and skills necessary to provide direct services to clients in a wide variety of human service settings. Generalist practice social work encompasses all client groups and all levels of service, from individuals to international social policy. This is a professional program involving time and commitment. In addition, professional preparation requires each student to look at his/her values, attitudes, knowledge, and skills. The program at UIS is based on an empowerment model dedicated to the achievement of social justice and human rights for all.

Admission Requirements

An application process is required for admission to the program. Students must first be admitted to UIS and then make separate application to the Social Work Department. Acceptance is based on a combination of previous academic record, personal development, and motivation for service in the field. An undergraduate GPA of 2.5 is required for admission into the Social Work Department. The admission process can be initiated any time during the year, but applications should be completed during the semester that precedes enrollment. The admission process may include a personal interview with the applicant and a writing sample.

The curricular sequence begins in the fall or spring of each year. Students may be granted permission to enroll in Introduction to Social Work (SWK 322) before program acceptance, but this does not constitute admission to the program. Students need to be admitted to the program, or must receive permission from the Program Director, before taking additional B.S.W course work. Because the professional preparation requirements of the Social Work curriculum are extensive, the program urges prospective students to begin this preparation before applying to the B.S.W department. The program requires a liberal arts foundation. Prerequisites include general psychology, sociology/anthropology, political science, and statistics. Students should contact the Social Work Department office for details.

Advising

Majors will be assigned faculty advisors at the time of admission. A student may elect to change that advisor, but the new advisor must be a faculty member in the Social Work Department. Students should consult their advisors each semester before registration.

Grading Policy

A student must earn a grade of C or better in every Social Work core course to continue in the curriculum and to graduate. If a lower grade is earned (C- or lower), a student may repeat a course or courses, but only once. CR/NC is not available in core courses except field work. Students will be encouraged to complete their degrees within five years. A student should apply through a Student Petition for a leave of absence if he or she will be out more than one semester.

Degree Requirements

Every B.S.W student will complete **44** credit hours of core social work courses. This includes eight hours of field work. Students should consult with advisors in the major for specific guidance regarding completion of general education requirements.

Field work

An essential aspect of professional preparation is the integration of knowledge and skills with experience. This is accomplished primarily through the field work course. Field work is an intensive 400-hour experience in a social service agency, where a student, under supervision, learns to assess and improve his or her own social work skills. The field work supervisor should be a person holding a degree in social work and must be approved by the program's field work director. Field work may be taken concurrently with SWK 430, SWK 433, and SWK 434. All other B.S.W. core courses must be completed and graded before starting field work. Students on academic probation are ineligible for field work.

Closure procedures

Students must submit a graduation application whether they wish to participate in the commencement ceremony or not. The graduation application must be submitted by no later than the posted deadline for the applicable semester. Deadlines are posted in the Office of Records and Registration, and emailed to all students each semester. To complete the graduation application process, a student's advisor and department chair must sign a Graduation Application Signature Form and forward it to the Office of Records and Registration. All students must consult with their advisors before registering for their last semester to ensure that both UIS and department requirements have been met. Students should consult with advisors in the major for specific guidance regarding completion of general education requirements. Core courses must be taken in the proper sequential order after the prerequisites are completed.

Degree Requirements

SWK 322	Introduction to Social Work	3
SWK 323	Intro to Social Work - Lab (lab)	1
SWK 333	Human Behavior in the Social Environment	4
SWK 344	Social Work Practice I	4
SWK 355	Social Welfare Policies and Services	4
SWK 366	Culture, Diversity and Social Work	4
SWK 377	Social Work Practice II	4
SWK 430	Social Work Research Methods	4
SWK 433	Social Work Practice III	4
SWK 434	Senior Seminar	4
SWK 450	ECCE: Field Work [1]	4-8
Total Hours		**44**

[1] Please refer to the suggested course sequence (third and fourth semesters) for the recommended enrollment pattern for SWK 450. Students may register for 4-8 credit hours per semester. A total of 8 credit hours are required.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

First Semester		
SWK 322	Introduction to Social Work	3
SWK 323	Intro to Social Work - Lab (lab)	1
SWK 333	Human Behavior in the Social Environment	4
SWK 344	Social Work Practice I	4
Second Semester		
SWK 355	Social Welfare Policies and Services	4
SWK 366	Culture, Diversity and Social Work	4
SWK 377	Social Work Practice II	4
Third Semester		
SWK 430	Social Work Research Methods	4
SWK 433	Social Work Practice III	4
SWK 450	ECCE: Field Work [1]	4
Fourth Semester		
SWK 434	Senior Seminar	4
SWK 450	ECCE: Field Work [1]	4

[1] Please refer to the suggested course sequence (third and fourth semesters) for the recommended enrollment pattern for SWK 450.

Teacher Education

Major in Elementary Education
Minor in Elementary Education
Minor in Secondary Education
Additional options offered through TEP:
Project Midstate Student Support for Teaching

www.uis.edu/teachereducation/
Email: tep@uis.edu
Office Phone: (217) 206-6682
Office Location: BRK 330

Departmental Goals and Objectives

Persons interested in becoming teachers may prepare for licensure at the elementary, middle, or high school levels through the University of Illinois at Springfield (UIS) Department of Teacher Education (TEP). The Elementary Education major may be completed while concurrently completing a second major in an appropriate area. Students wishing to teach at the secondary level will complete a minor in Secondary Teacher Education while concurrently completing a major in an appropriate content area (biology, chemistry, English, history, mathematics, political science, or sociology/anthropology). Those who have already completed baccalaureate degrees in appropriate content areas may also complete the sequence of TEP course work (for either elementary or secondary licensure). Individuals wishing to pursue a middle school endorsement with elementary licensure should consult with the Initial Program Advisor or their TEP Faculty Advisor in order to select an appropriate endorsable area for a major. All TEP programs are developed and maintained under the auspices of the College of Education and Human Services' Council on Professional Education (COPE) and the four themes of COPE's Conceptual Framework: quality teaching and professional practice, public engagement, technology, and diversity. Once a student is accepted into a program in the Department of Teacher Education, (s)he is referred to as a "candidate" (for licensure).

Information and policies that govern and direct a candidate's progress through his/her Teacher Education program are provided at the point of initial advising, through orientation, during individual advising, on the TEP Students Blackboard, and on the Teacher Education website at www.uis.edu/teachereducation/. Candidates are expected to work closely with their TEP advisors and their content advisors as well as

utilizing other venues such as University email and the TEP website in addition to this catalog statement in order to track their progress accurately.

Admission Requirements

Potential candidates may currently apply for admission to TEP at two levels: conditional admission and full admission. Candidates seeking either level of admission may make formal application to the Department of Teacher Education at any time.

Conditional Admission

In order to register for courses, candidates must, at minimum, meet the following criteria to be formally granted conditional admission by the date designated by the Department each semester:

- Meet with the TEP Initial Advisor;
- Be admitted to UIS;
- Have a minimum overall GPA of 2.50 (on a 4.0 scale) for all college work;
- Complete the formal application form;
- Pass a fingerprint check through Accurate Biometrics, with results requested to be sent to UIS;
- Submit official transcripts from all schools attended prior to application; and
- Complete the mandatory TEP Orientation.
- Candidates admitted for conditional admission may register for all introductory and core courses, provided they meet all prerequisite requirements and special approvals (permission to register for courses).

Candidates admitted for conditional admission may register for all introductory and core courses, provided they meet all prerequisite requirements and special approvals (permission to register for courses).

Full Admission

To be considered for full admission, a student must meet the criteria for conditional admission in addition to the following requirements:

- Have a minimum overall GPA of 2.75 (on a 4.0 scale) for all college work;
- Pass the Test of Academic Proficiency from the Illinois Licensure Testing System (ILTS)[1] or acceptable equivalent;
- Complete and provide documentation for at least 30 hours of Service Learning work with school-aged children in an educational setting;
- Complete and provide documentation for the TEP Health and Safety Training (minimum score of 200/230) and Mandated Reporter Training provided by the Department of Child and family Services;
- Complete an Orientation to Methods Courses; and
- Complete all TEP introductory courses.

1 Alternatives to the ILTS Test of Academic Proficiency may be available. Potential candidates should consult with the initial advisor concerning alternatives. All ILTS exams have expiration parameters and candidates should consult with their advisors concerning applicable expiration dates.

In addition to being able to register for all introductory and core courses as stated above for conditional admission, candidates who are fully admitted are eligible to serve as Candidate Representatives to the Department, may apply for Professional Development Stipends, and may continue through the program by taking methods courses and clinical practice.

Advising

Students interested in applying to a program in the Department of Teacher Education first meet with the Initial Program Advisor. Once a student has been accepted into teacher education, (s)he is assigned to a faculty advisor in the Department of Teacher Education. Students who are completing baccalaureate degrees also work with faculty advisors assigned to them by their major departments.

Grading Policy

Once admitted to the program, a student must maintain a grade-point average of 3.0 in TEP course work, a grade point average of 2.75 in his/her major content area, and, for full admission, a grade point average of 2.75 for all college work. General education course work required by the TEP Department, professional course work that satisfies TEP requirements, or major course work that satisfies TEP requirements must be completed with a grade of C or higher. Required courses that are completed with a grade of C- or lower must be repeated.

Retention in TEP Programs

Teacher candidates must meet the grade point average requirements outlined in the Grading Policy section above. Additionally, they must also successfully complete the preclinical field experiences required for each methods course. Candidate progress is evaluated throughout programs in the Department of Teacher Education according to GPA, professional teaching standards, dispositions, and other factors. Candidates not meeting these criteria may be removed from or counseled out of the program or may be required to complete remediation at the discretion of the department.

Preclinical Field Experiences and Clinical Practice (Student Teaching)

Methods courses required in all teacher licensure programs require pre-clinical field experiences to be completed in schools designated by the Department of Teacher Education. Each elementary methods course requires 30 hours of preclinical field experience and each secondary methods course requires 40 hours of preclinical field experience. At least one of the preclinical field experiences will be completed in a school that is considered diverse in ethnicity, race, or socioeconomic status, or other placements deemed appropriate by the Department. Per Department policy, candidates are not permitted to enroll in more than two methods courses per semester. School placements for preclinical field experience are assigned by the Department.

Clinical practice (student teaching) occurs during the final semester after all other course work and requirements have been satisfied. Candidates are assigned by the Department of Teacher Education to a school setting for this semester-long experience. Candidates must apply for clinical practice during the first two weeks of the semester prior to the actual experience. At the time of application, candidates must meet the GPA requirements (3.0 in TEP course work: courses with grades of C- or below will need to be repeated; 2.75 GPA in major / area of concentration: courses with grades of C- or below will need to be repeated; 2.75 cumulative GPA) and have completed or be registered to complete all course work. In order to receive a school placement for the clinical practice semester, candidates must have passed the content area exam for the appropriate licensure, completed all course work, maintained all GPA requirements as outlined above, and passed a physical and TB test no sooner than 90 days prior to entering the school setting (submitting results to Campus Health Services). Clinical practice placements are determined by the Department in approved settings and are supervised by university personnel and school based cooperating teachers. The Illinois State Board of Education requires that candidates pass the Illinois Licensure Testing System's Assessment of Professional Teaching (APT) test and the edTPA performance assessment in order to be recommended for teacher licensure. The Department recommends that candidates take the APT exam prior to the completion of clinical practice; the edTPA will be completed during clinical practice.

General Education Requirements for All Candidates

Candidates in teacher education are expected to possess general education knowledge, including knowledge related to the arts, communications, history, literature, mathematics, philosophy, sciences, and the social sciences, from multicultural and global perspectives. Candidates in the Department of Teacher Education at UIS are required to meet general education requirements beyond those of the University and should consult with their TEP advisors in order to fulfill these requirements.

Middle School Endorsement

The Department of Teacher Education can recommend candidates for middle school endorsements in language arts, mathematics, general science, social science, and other areas determined by Department policy. Candidates seeking middle school endorsements on an elementary license must complete TEP 401 Middle School Methods, Concepts, and Practices and complete content requirements in one of the four content areas indicated above.

Licensure

The Department of Teacher Education recommends candidates to the Illinois State Educator Preparation and Licensure Board for a Professional Educator License upon completion of several criteria. These criteria include general education requirements set by the Department of Teacher Education, all other departmental requirements, passing scores on three tests administered by the Illinois Licensure Testing System (Basic Skills / Test of Academic Proficiency or accepted alternative, Content Area Exam, Assessment of Professional Teaching), the edTPA performance assessment, and satisfaction of any additional requirements outlined by the Illinois State Educator Preparation and Licensure Board, which has sole authority for awarding or denying teacher licensure.

Subsequent Licenses/Endorsements

Illinois licensed teachers may complete course work toward additional/subsequent licenses/endorsements in elementary, middle, or secondary levels in a variety of content areas through the Department of Teacher Education at the University of Illinois at Springfield.

Elementary Education B.A.

Course work for TEP Candidates falls into six categories: general education, introductory courses, core courses, methods courses, clinical practice (student teaching), and concurrent content major area.

Introductory Courses

TEP 207	Foundations of American Education	3
Select one of the following:		3-4
TEP 222	Child Development for Teachers	
PSY 322	Child Development [1]	
Select one of the following:		3-4
TEP 227	Educational Psychology for Teachers	
PSY 327	Educational Psychology [1]	
Total Hours		**9-11**

[1]Candidates majoring in Psychology should consult with their TEP Advisor concerning appropriate psychology course work.

Core Courses

TEP 224	Exceptional Child for Teachers [2]	3-4
or PSY 324	Exceptional Child	
TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3
Total Hours		**12-13**

[2]Candidates majoring in Psychology should consult with their TEP Advisor concerning appropriate psychology course work.

Elementary candidates who wish to pursue a middle school endorsement should consult with the Initial Advisor or with their TEP Faculty Advisor concerning course requirements.

Methods Courses

UNI 210		
TEP 423	Methods of Elementary Reading and Language Arts	3
TEP 424	Methods of Elementary Mathematics	3
TEP 425	Methods of Elementary Social Studies and Humanities	3
TEP 426	Methods of Elementary Science	3
Total Hours		**12**

Clinical Practice/Student Teaching

Elementary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for their concurrent content major will be eligible to

complete Clinical Practice. For elementary candidates, the Clinical Practice semester includes two courses:

TEP 448	Clinical Practice Seminar [3]	3
TEP 450	ECCE: Clinical Practice Grades K-9	9
Total Hours		**12**

[3] This course fulfills the ECCE Engagement Experience requirement.

Candidates are required to apply for clinical practice (student teaching). Applications are to be completed with the TEP faculty advisor within the prescribed time frame. Candidates will also be required by the student teaching placement to complete a state and federal background check as directed by the host district prior to the start of student teaching.

IMPORTANT NOTE: All TEP candidates should consult with their concurrent content major advisors to confirm any additional ECCE requirements.

Teacher Education Minor

The Teacher Education minor leads to recommendation for Illinois licensure at the elementary or secondary level when combined with an appropriate academic major, fulfillment of UIS and TEP general education requirements, and other campus requirements. Candidates seeking a bachelor's degree and teacher licensure should expect that their total program of study will exceed the minimum number of hours required for graduation.

Elementary Education candidates major in an academic discipline. Candidates should work closely with their TEP advisors to determine an appropriate discipline. Middle / Secondary Education candidates may major in a program that leads to recommendation for licensure in the areas of English, mathematics, science, or social science.

Online Teacher Education

The Department of Teacher Education offers online sections for all secondary courses and many introductory and core courses. TEP courses use a blended learning format; therefore, many TEP online courses require participants to attend two mandatory weekend campus conferences each semester. The same departmental admission requirements apply to all online courses except for those participants earning credits for professional development. Candidates in online courses should understand that these courses require a significant time commitment of approximately 8-10 hours per week in order to address the same learning objectives as courses that are delivered on campus.

Post-Baccalaureate Teacher Licensure

Licensure is also available to those who already hold a baccalaureate degree (or higher) from an accredited college or university in the United States and wish to enter the field of teaching. To be recommended for a Professional Educator License, candidates must meet all entrance requirements and fulfill the same sequence of courses that candidates seeking the minor are required to complete. Post-Baccalaureate candidates seeking secondary licensure will be required to complete at least two upper-division content courses which will be determined by a TEP adviser. Assuming that all prerequisites are met, candidates can expect to spend a minimum of four semesters completing licensure requirements.

- Elementary Teacher Licensure (p. 52)
- Secondary Teacher Licensure (p. 54)

Project Midstate Student Support for Teachers (MSS)

Project MSS is a TEP Departmental initiative designed to recruit teachers for the Springfield and Decatur school systems. Participants must make a serious commitment to teaching in either of these districts. Applications for admission to MSS are reviewed twice per year - one month prior to the beginning of the fall and spring semesters. Students are notified in writing of their acceptance. To maintain good standing in Project MSS and to be eligible for a tuition waiver and semester stipend, students must enroll in a minimum of 12 credit hours per semester; maintain a 3.0 grade point average; enroll in the appropriate MSS course (TEP 202 Introduction to Teaching as Service or TEP 203 Designing Instruction for Two Urban Populations: Issues and Methods); conduct a minimum of 10 hours per semester of community service; and abide by all policies and procedures of Project MSS. A complete list of requirements is provided in the MSS Handbook, published online. Students failing to maintain any one of these requirements will be given one semester of probationary status and will be withdrawn if said deficiencies are not remedied. For more information, please visit the Project MSS website (www.uis.edu/projectmss/), or call 217- 206-7367.

Elementary Teacher Licensure

Required Courses

Introductory Courses

TEP 207	Foundations of American Education	3
Select one of the following:		3-4
TEP 222	Child Development for Teachers	
PSY 322	Child Development [1]	
Select one of the following:		3-4
TEP 227	Educational Psychology for Teachers	
PSY 327	Educational Psychology [1]	
Total Hours		**9-11**

[1]Candidates majoring in Psychology should consult with their TEP Advisor concerning appropriate psychology course work.

Core Courses

TEP 224	Exceptional Child for Teachers [2]	3-4
or PSY 324	Exceptional Child	
TEP 305	Technology For Teaching	3
TEP 318	Curriculum, Planning, and Assessment	3
Total Hours		**9-10**

[2]Candidates majoring in Psychology should consult with their TEP Advisor concerning appropriate psychology course work.

Elementary candidates who wish to pursue a middle school endorsement should consult with the Initial Advisor or with their TEP Faculty Advisor concerning course requirements.

Methods Courses

TEP 423	Methods of Elementary Reading and Language Arts	3
TEP 424	Methods of Elementary Mathematics	3
TEP 425	Methods of Elementary Social Studies and Humanities	3
TEP 426	Methods of Elementary Science	3
Total Hours		**12**

Clinical Practice/Student Teaching

Elementary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for their major or area of concentration will be eligible to complete Clinical Practice. For elementary candidates, the Clinical Practice semester includes two courses:

TEP 448	Clinical Practice Seminar [3]	3
TEP 450	ECCE: Clinical Practice Grades K-9	9
Total Hours		**12**

[3] This course fulfills the ECCE Engagement Experience requirement.

Candidates are required to apply for clinical practice (student teaching). Applications are to be completed with the TEP faculty adviser within the prescribed time frame. Candidates will also be required by the student teaching placement to complete a state and federal background check as directed by the host district prior to the start of student teaching.

IMPORTANT NOTE: All TEP candidates should consult with their major advisors in the College of Liberal Arts and Sciences to confirm any additional ECCE requirements.

Secondary Teacher Licensure

Required Courses

Introductory Courses

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3-4
or PSY 323	Adolescence	
TEP 227	Educational Psychology for Teachers	3-4
or PSY 327	Educational Psychology	
Total Hours		**9-11**

Core Courses

TEP 224	Exceptional Child for Teachers	3-4
or PSY 324	Exceptional Child	
TEP 305	Technology For Teaching	3
TEP 318	Curriculum, Planning, and Assessment	3
Total Hours		**9-10**

Methods Courses

TEP 401	Middle School Methods, Concepts, and Practices	3
TEP 419	Content Area Literacy Methods	3
Select one of the following depending on licensure area:		3
TEP 435	English Methods Grades 6-12	
TEP 436	Mathematics Methods Grades 6-12	
TEP 437	Science Methods Grades 6-12	
TEP 438	Social Studies Methods Grades 6-12	
Total Hours		**9**

Clinical Practice/Student Teaching

Secondary candidates who have completed all general education requirements, all introductory, core, and methods courses, and all course work for the major or area of concentration will be eligible to complete clinical practice. For secondary candidates, the clinical practice semester includes two courses:

TEP 449	Clinical Practice Seminar	3
TEP 451	ECCE: Clinical Practice Grades 6-12 [1]	9
Total Hours		**12**

[1] This course fulfills the ECCE Engagement Experience requirement.

Candidates are required to apply for clinical practice (student teaching). Applications are to be completed with the TEP faculty advisor within the prescribed time frame. Candidates will also be required by the student teaching placement to complete a state and federal background check as directed by the host district prior to the start of student teaching.

IMPORTANT NOTE: All TEP candidates should consult with their major advisors in the College of Liberal Arts and Sciences to confirm any additional ECCE requirements.

College of Liberal Arts and Sciences

www.uis.edu/clas/
Office Phone: (217) 206-6512
Email: clas@uis.edu
Office Location: UHB 3000

James Ermatinger, Dean

The College of Liberal Arts and Sciences contains 20 disciplines, representing many of the fundamental building blocks of human knowledge. These disciplines are traditionally clustered into the Arts, Humanities, Social Sciences, Mathematics and Computer Science, and the Natural Sciences. These are configured into 14 undergraduate majors, 19 minors, 3 thematic areas of study, 6 graduate degrees, and 4 graduate certificates.

What binds all of these varied ways of knowing together is the common intellectual skills they stress - the ability to think deeply and systematically about significant questions, to communicate well, and to reach well-researched and sustainable conclusions. The liberal arts and sciences also hold this central academic value: freeing the human mind from prejudice and parochialism through reasoned discourse. The college contributes many of the courses in the UIS general education curriculum. This curriculum offers many opportunities for personal enrichment and exploration, and contains as its organizing principle the concept of engaged citizenship, from local to global. Over one-third of the faculty have significant international experience and bring these perspectives to the classroom. College faculty are dedicated teacher-scholars. Teaching is a central concern and many have been recognized for their excellence in the classroom. Faculty have also produced many books and articles as well as exhibits and performances. They also are involved in mentoring both undergraduate and graduate students in research projects. The college offers some exceptional classroom, studio, laboratory, and field facilities. These include new state-of-the-art classrooms and computer labs in University Hall, two astronomy observatories, a biology field station on the Illinois River at Emiquon, and access to science lab equipment, such as a DNA sequencer, that is unusual in an undergraduate education.

In addition to its newest initiative in providing a first-class education to traditional-aged students, the college is proud of its long and innovative record in providing educational access for more mature students. In 1974, faculty were founding members of the Council for Adult and Experiential Learning. The Liberal Studies Department gives students the opportunity to design their own degrees. Through Prior Learning Assessment, students can gain credit for college-level reasoning acquired through life experiences. The Prior Learning Assessment and the Service-Learning programs are national pioneers in linking the theoretical insights gained in the classroom with the world of work and service through internships (some of them paid) with businesses, state agencies, and community organizations. Our nationally-recognized online degrees, taught primarily by our regular professors, provide college access to time- and place- bound students, using the most modern technologies to continue our historical mission.

The college also supports co-curricular activities such as the Visual Arts Gallery, music and theater programming, the Verbal Arts Festival, field trips, and a variety of department-based student clubs and academic honor societies. The Learning Hub offers freshmen supplemental instruction in mathematics, English, biology, and chemistry and academic assistance to all students in many subjects through one-to-one tutoring, workshops, presentations, and online tutoring. The Learning Hub holds its sessions one-to-one, in the classroom, and online through advanced computer technology.

African-American Studies

Undergraduate Minor

www.uis.edu/africanamericanstudies/
Email: aas@uis.edu
Office Phone: (217) 206-6779
Office Location: UHB 3050
or kkema2@uis.edu

The interdisciplinary minor in African American Studies explores the creation and development of Black/African life, history, culture, and thought in the United States. Course work in the department examines the directions, trends, and products of African American cultures from the arrival of the first Africans to the shores of North America to contemporary manifestations of those cultures. In addition, some courses may provide an introduction to classical African civilization and society. Elective course work may examine the African Diaspora in Europe, Latin America, the Caribbean, or the Middle East. Many African American Studies courses are cross-listed in other disciplines, in particular History, English, and Women and Gender Studies. AAS currently features strong offerings in the area of popular culture. Students enrolled in African American Studies courses will receive a broad education in the appreciation of ethnicity, culture, history, and political and social philosophy.

Requirements of the Minor

Students fulfilling the minor in African American Studies will complete an introductory interdisciplinary core course, plus curriculum in History, Literature/Creative Expression, and upper-division elective hours. The minor consists of at least 15 hours, including:

AAS 301	ECCE: African American Studies (Required for Minor)	3
Select one of the following History focused courses:		3-4
AAS 241	ECCE: Survey of African American History I (Recommended for Minor)	
AAS 266	ECCE: Apartheid and Resistance	
Or One upper-division elective focused on history		
AAS 335	ECCE: Black Women in Film History	
AAS 432/PSC 404	ECCE: African Americans and American Politics	
AAS 433	ECCE: Civil Rights Movement of the Twentieth Century	
AAS 465	ECCE: Black Women Writers	
Select one of the following Literature and Culture courses:		3-4
AAS 261/ ENG 231	Survey of African American Literature (Recommended for Minor)	
AAS 262/ ENG 232	Calabash: Caribbean Literature and Culture	
Or One upper-division elective focused on literature and culture		
AAS 362	ECCE: Multicultural American Novels	
AAS 368	ECCE: African American Popular Fiction	

AAS 375	ECCE: African American Popular Culture	
AAS 439	African And Diaspora Music	
AAS 440	Special Topics in African American History and Culture	
AAS 450	Special Topics in African American Studies	
AAS 460	Topics in Africana Literature	
AAS 465	ECCE: Black Women Writers	
Plus upper-division elective African American Studies coursework to total at least 15 hours. Students may petition courses in other disciplines that cover African or African American studies content.		4-6
AAS 403/SOA 451/SWK 462/WGS 403	ECCE: Women of Color and Minority Women	
Total Hours		**15**

Content areas of the special topics courses (AAS 320, AAS 440, AAS 450, AAS 460) and the tutorial course (AAS 499) will vary. Consult Dr. Kemayo for more information.

For a complete list of course offerings, please visit the dynamic course descriptions found on the Records and Registration website (www.uis.edu/registration/) and refer to the African American Studies courses.

Astronomy/Physics

Thematic Activity

www.uis.edu/astronomy/
Email: asp@uis.edu
Office Phone: (217) 206-6589
Office Location: HSB 314

The Astronomy-Physics option provides courses and laboratory work in astronomy and physics, featuring an astronomical observatory with one eight-inch and one 14-inch Schmidt-Cassegrain telescope, an eight-inch Newtonian telescope, an eight-inch fixed focal point telescope for persons with disabilities, two spectrographs, a hydrogen-alpha filter, an objective prism, and two charge-coupled devices (CCD). A 20-inch telescope and a 16-inch telescope are installed under dark skies at a site remote from the campus. They are used for training advanced students and for research work in photometry and spectroscopy. Opportunities are provided for students to do research with Astronomy-Physics faculty.

Admission Requirements

Courses are open to undergraduate and master's degree students. In 400-level courses, however, graduate students are expected to do additional work, including reading selected primary sources and, when appropriate, completing additional observatory/laboratory work.

Degree Opportunities

Students may pursue an individualized B.A. degree in Liberal Studies or an M.A. degree in Liberal and Integrated Studies. Undergraduate students interested in pursuing Astronomy/Physics as a thematic activity should contact the Liberal Studies department at lis@uis.edu, or call (217) 206-7456. Graduate students interested in pursuing Astronomy/Physics as a thematic activity should contact the Liberal and Integrative Studies department at lnt@uis.edu, or call (217) 206-6962.

Biology

Bachelor of Science
Pre-Medical Concentration
The Science of the Environment Concentration

Undergraduate Minor
Master of Science (p. 155)

www.uis.edu/biology/
Email: bio@uis.edu
Office Phone: (217) 206-6630
Office Location: HSB 223

Departmental goals and objectives

The B.S. degree in Biology is designed to build a foundation in the biological sciences, to augment students' learning skills, and to assist students in developing critical thinking and problem-solving skills applicable to scientific issues. It is the first professional degree in the discipline and prepares students for careers in biological sciences and/or graduate programs, as well as professional schools. The B.S. degree offers a balanced biology curriculum and opportunities for research experiences with a diversity of faculty conducting research in molecular, cellular, organismal biology and ecology. Scientific facilities available to students include a well-equipped building with DNA sequencers, molecular biology equipment, electron and fluorescent microscopes, a greenhouse, and other scientific equipment.

The goals of the foundational B.S. degree, and the more-specialized M.S. degree, are to prepare biology students for many career options, including laboratory and field technicians, scientific sales representatives, project managers in life science and allied health professions, and teachers at the secondary, community college, and university levels. Recent biology graduates have successfully continued their careers in research, medicine, dentistry, physical therapy, pharmacy, and veterinary medicine.

Internships and Undergraduate Research

Students can gain practical professional experience by participating in an internship through the Internships and Prior Learning (IPL) programs. Placements have included state agencies such as the Illinois State Museum, Illinois Environmental Protection Agency, Illinois Department of Transportation, SIU School of Medicine, and Lincoln Memorial Gardens. Students may also conduct research with Biology faculty members (BIO 400 ECCE: Undergraduate Research). These experiences can count toward a student's ECCE Engagement requirements. Please note that courses can only count toward fulfillment of one requirement. BIO 400 can be used as either ECCE Engagement or a student's BIO elective, but the same credits cannot be used for both. A student can take 4 credits of BIO 400 for his/her elective and an additional 3 credits of BIO 400 for ECCE Engagement if (s)he wants to fulfill both requirements through a research experience (7 credits total).

Undergraduate Honors in Biology

Biology majors with a cumulative GPA greater than 3.25 at UIS may elect to participate in the biology honors option. In addition to Biology Department and UIS requirements, honors students must maintain a minimum cumulative GPA of 3.25, successfully complete BIO 302 Honors Seminar, BIO 402 Biometrics, and BIO 400 ECCE: Undergraduate Research, and present their findings in a formal paper and public seminar (e.g., Student Arts & Research Symposium - StARS). Students must apply for participation in the honors program to the department chair, and obtain the approval of their faculty research advisor before beginning the program.

The Bachelor's Degree

- Pre-Medical Concentration (p. 58)
- The Science of the Environment Concentration (p. 59)

Admission Requirements

Students entering the major must have completed eight semester hours in general chemistry with laboratory, four semester hours in organic chemistry with laboratory, eight semester hours of biology courses (including general biology with laboratory), and one college-level mathematics course (college algebra is not recommended as it will not count toward UIS' general education math requirement). The general chemistry and general biology courses taken need to be the introductory sequence for science majors. For students completing this course work at UIS, the required courses are:

BIO 141	Unity of Living Organisms	4
BIO 241	Biology of Organisms in the Environment	4
CHE 141	Principles of Chemistry	4
CHE 142	Principles of Inorganic Chemistry	4
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1

Up to 12 semester hours of approved lower-division courses may be transferred from an accredited institution of higher education to make up deficiencies.

Transfer Courses

Transfer courses must have a grade of C or better (grades of C- or lower will not be accepted).

Advising

Students with junior and senior standing should meet with the College of Liberal Arts and Sciences Biology advisor before initial registration. The student should prepare a plan to ensure that all requirements are being met and discuss this plan with the college advisor. The department recommends that students take BIO 301 and CHE 267/CHE 268 Organic Chemistry I Laboratory no later than the fall of their junior year.

Students are expected to complete organic chemistry before taking cell biology. The department also recommends that CHE 322 Laboratory Techniques be taken as early as possible following completion of the introductory chemistry sequence. BIO 345 General Microbiology and BIO 346 General Microbiology Lab, BIO 351 Organismal Botany, BIO 361 Comparative Vertebrate Biology, and BIO 371 Principles Of Ecology can be taken in the junior year. In the senior year, students can take BIO 311 Cell Biology, BIO 381 Genetics and biology electives. Cell biology can be taken earlier (e.g., junior year) assuming the organic chemistry requirement has been met. Pre-professional students (pre-med, pre-vet, pre-pharmacy, pre-dental) should meet with a Natural Science Division pre-professional advisor when planning their program. They should also consult the pre-professional web site: www.uis.edu/preprofessional/.

Grading Policy

To be able to enroll in upper division courses, students must earn at least a C in BIO 141 and BIO 241. To earn a Biology degree, students must have at least a C (2.0) average in the required biology courses (including the biology elective). Because writing is a core skill for biologists, students must earn at least a C to receive credit in BIO 301. Those performing below this level (C- or lower) are required to retake the course.

Degree Requirements

Prerequisite Courses (for upper division course work)

BIO 141	Unity of Living Organisms	4
BIO 241	Biology of Organisms in the Environment	4
CHE 141	Principles of Chemistry	4
CHE 142	Principles of Inorganic Chemistry	4
CHE 267	Organic Chemistry I [1]	3
CHE 268	Organic Chemistry I Laboratory [1]	1

[1] One semester of organic chemistry is a prerequisite for some biology core courses. Transfer students with credit equivalent to CHE 267 and CHE 268 can substitute general electives.

Core Course Requirements

BIO 301	General Seminar (sophomore or junior year)	3
CHE 322	Laboratory Techniques (sophomore or junior year)	1
BIO 311	Cell Biology (suggested spring, junior or senior year)	4
BIO 345 & BIO 346	General Microbiology and General Microbiology Lab (suggested fall, junior or senior year)	4
BIO 351	Organismal Botany (suggested fall, junior year)	4
BIO 361	Comparative Vertebrate Biology (suggested spring, junior year)	4
BIO 371	Principles Of Ecology (suggested fall, junior year)	4
BIO 381	Genetics (suggested spring, senior year)	4
BIO elective (400- or 500-level, suggested senior year)		4
Total Hours		**32**

NOTE: Pre-professional students (pre-med, pre-vet, pre-pharmacy, pre-dental) and students planning to go to graduate school should take a year of physics with laboratory (ASP 201/ASP 202). Calculus is required for this course sequence. Students should also take a second semester of organic chemistry with laboratory (CHE 269 and CHE 271).

Biology Minor

A minor in Biology is designed for students who wish to increase their knowledge of biology, acquire a foundation in biological sciences, and develop critical thinking skills. Students may plan a broad-based minor, containing courses from each of the major organizational divisions of living things: cells, organisms, and communities. The minor may also focus on a particular aspect of biology such as botany, ecology, or molecular biology.

To earn a Biology minor, students must complete a minimum of 24 hours in biology, of which at least eight hours must be upper-division courses taken at UIS. Electives should be selected in consultation with a biology faculty member,. Some upper-division courses have particular prerequisites other than general biology. The faculty advisor will ensure that each student is properly prepared.

Core Courses		
BIO 141	Unity of Living Organisms [1]	4
BIO 241	Biology of Organisms in the Environment [1]	4
Elective Courses		
Select four of the following:		16
BIO 311	Cell Biology	
BIO 345 & BIO 346	General Microbiology and General Microbiology Lab	
BIO 347	Medical Bacteriology	
BIO 351	Organismal Botany	
BIO 361	Comparative Vertebrate Biology	
BIO 371	Principles Of Ecology	
BIO 381	Genetics	
BIO 400	ECCE: Undergraduate Research	
BIO 402	Biometrics	
BIO 428	Human Disease	
BIO 429	Human Anatomy and Physiology I	
BIO 431	Human Anatomy and Physiology II	
BIO 444	Aquatic Ecology	
BIO 445	Biology Of Water Pollution	
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 462	Conservation Biology	
BIO 479	Evolution	
Total Hours		**24**

[1] Equivalent courses are accepted.

NOTE: A minimum of eight hours of upper-division course work must be taken at UIS. Some upper-division courses have particular prerequisites other than general biology.

Pre-Medical Concentration

The Pre-Medical concentration in Biology is a 20 hour concentration. Sixteen hours are required courses and four are electives. The required courses are courses in the non-science minor that are not normally required for Biology majors. Ideally students will be encouraged to take both chemistry and clinical lab science electives, but in order to keep the number of hours in the concentration reasonable only four credit hours of electives are required.

Required Courses		
ASP 201	University Physics I	4
ASP 202	University Physics II	4
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
MAT 115	Calculus I	4
Electives [1]		
Select one or two of the following:		4
CHE 415	Biochemistry I	
CLS 401	Introduction to Clinical Chemistry	
CLS 402	Introduction to Hematology	
CLS 403	Introduction to Immunohematology	
CLS 448	Introduction to Immunology	
Total Hours		**20**

[1] None of the courses are required for a Biology major, therefore no elective course counted toward the Pre-Medical concentration may be used to satisfy another requirement for the Biology major.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Social Science or Humanities: Comparative Societies[2]		3
CHE 141[1]	Principles of Chemistry	4
MAT 115[3]	Calculus I	4
UNI 101[2]	College for First Year Students	3
	Hours	**17**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
COM 112[2]	Oral Communication	3
CHE 142	Principles of Inorganic Chemistry	4
Social/Behavioral Science course[2]		3
Humanities or Soc Sci: Comparative Societies[2]		3
	Hours	**16**
Year 2		
Fall		
Social Science course[2]		3
ASP 201[3]	University Physics I	4
BIO 141[1]	Unity of Living Organisms	4
CHE 267[1]	Organic Chemistry I	3
CHE 268[1]	Organic Chemistry I Laboratory	1
	Hours	**15**
Spring		

Math Applied[2]		4
ASP 202[3]	University Physics II	4
BIO 241[1]	Biology of Organisms in the Environment	4
CHE 269[3]	Organic Chemistry II	3
CHE 271[3]	Organic Chemistry II Lab	1
	Hours	**16**
Year 3		
Fall		
BIO 301[4]	General Seminar	3
BIO 351[4]	Organismal Botany	4
ECCE U.S. Communities[3,7]		4
CHE 322[4]	Laboratory Techniques	1
Upper division elective or minor course[5]		4
	Hours	**16**
Spring		
BIO 361[4]	Comparative Vertebrate Biology	4
BIO 311[4]	Cell Biology	4
UNI 301[3]	ECCE: Speakers Series	1
EXL 300	ECCE: General Applied Study Term	2-12
	Hours	**11-21**
Year 4		
Fall		
BIO 371	Principles Of Ecology	4
BIO 345 & BIO 346[4]	General Microbiology	4
Upper division elective or minor course[5]		4
Upper division elective or minor course[5]		4
	Hours	**16**
Spring		
BIO 381[4]	Genetics	4
General Biology Elective[4]		4
Upper division elective from CHE or CLS[3]		4
ECCE Global Awareness[3,7]		4
	Hours	**16**
	Total Hours:	**123-133**

1 Lower Division Foundation Course Requirements- 24 Hours

2 General Education Requirements- 28-30 Hours

3 Students need to complete ECCEs in at least 2 of the 3 ECCE categories-U.S. Communities, Global Awareness, Engagement- per major requirements in addition to Speakers Series- 10 Hours

4 Biology Major Course work- 32 Hours

5 Upper Division Electives- minimum 12 Hours

6 Additional courses required for Pre-med. Please note that some premed courses such as Physics I & II could be petitioned to be counted as upper division electives, bringing the total number of hours to 120.

7 Either the ECCE Global Awareness or ECCE U.S. Communities must be 300 or 400. Both cannot be 100-200 level. Both may be 300-400

The Science of the Environment Concentration

The purpose of the Science of the Environment concentration is to prepare science majors for the study of our natural environment and how to solve the relevant problems facing it. Students are required to complete 19-20 hours of course work (research included) to fulfill the requirements for the Science in the Environment concentration. This is in addition to those courses required for the student's major (see exceptions in the IMPORTANT NOTE below).

Life Science Selection		
Select one of the following:		4
BIO 444	Aquatic Ecology	
BIO 445	Biology Of Water Pollution	
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 462	Conservation Biology	
Physical Science Selection		
Select one of the following:		4
CHE 321 & CHE 322	Chemical Analysis and Laboratory Techniques	
CHE 431	Environmental Chemistry	
ENS 463	Our Changing Climate [1]	
ENS 468	Environmental Geology	
Techniques Courses		
Select two of the following:		7-8
BIO 402	Biometrics	
BIO 410	Topics in Biology	
CHE 418	Biomolecular Laboratory Methods	
CHE 421	Instrumental Analysis	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 405	Fundamentals of Remote Sensing	
Research Course		
BIO 400	ECCE: Undergraduate Research [2]	4
Total Hours		**19-20**

1 Students must select the 4-hour option of this course to meet concentration requirements.

2 This must be taken in an environmentally-related research project. Students should consult with their advisors about on-going projects. Internships may also satisfy the research requirement.

IMPORTANT NOTE: Students may not use a major course requirement to satisfy a concentration requirement (or vice versa), with the following exceptions:

- BIO 402 Biometrics – Biology Honors track students may count BIO 402 toward their Honors in Biology, as well as toward the concentration requirements.

- BIO 400 ECCE: Undergraduate Research – Biology majors can use BIO 400 toward their Honors in Biology.
- BIO Elective – Biology majors may use their "Life Science" selection from the concentration to satisfy their Biology elective requirement.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Visual/Performing Arts OR Humanities Requirement[2]		3
COM 112[2]	Oral Communication	3
Freshman Seminar[2]		3
CHE 141 or BIO 141[1]	Principles of Chemistry	4
	Hours	**16**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
Visual/Performing Arts OR Humanities Requirement[2]		3
Comparative Societies (Humanities or Soc Sci)[2]		3
Social/Behavioral Science Course[2]		3
CHE 142 or BIO 241[1]	Principles of Inorganic Chemistry	4
	Hours	**16**
Year 2		
Fall		
Humanities[2]		3
Math Skills[2]		3
Social/Behavioral Science Course[2]		3
ECCE Requirement[3,6]		3
BIO 141 or CHE 141[1]	Unity of Living Organisms	4
	Hours	**16**
Spring		
Math Applied[2]		3
Social/Behavioral Science Course[2]		3
UNI 301[3]	ECCE: Speakers Series	1
ECCE Requirement[3,6]		3
CHE 142 or BIO 241[1]	Principles of Inorganic Chemistry	4
	Hours	**14**
Year 3		
Fall		
CHE 322[4]	Laboratory Techniques	1
BIO 301[4]	General Seminar	3
BIO 345[4]	General Microbiology	3
BIO 346[4]	General Microbiology Lab	1
CHE 267[1]	Organic Chemistry I	3
CHE 268[1]	Organic Chemistry I Laboratory	1
	Hours	**12**
Spring		
BIO 361[4]	Comparative Vertebrate Biology	4
BIO 311[4]	Cell Biology	4
Upper Division elective or minor course[5]		4
Upper Division elective or minor course[5]		4
	Hours	**16**
Year 4		
Fall		
BIO 371[4]	Principles Of Ecology	4
BIO 351[4]	Organismal Botany	4
Upper Division elective or minor course[5]		4
Upper Division elective or minor course[5]		4
	Hours	**16**
Spring		
BIO 381[4]	Genetics	4
Upper Division Biology Elective[4]		4
Upper Division elective or minor course[5]		4
ECCE Requirement[3,6]		3
	Hours	**15**
	Total Hours:	**121**

1 Lower Divisional Foundation Course Requirements - 20 Hours

2 General Education Requirements - 39 Hours

3 These Courses Fulfill ECCE Requirements – 10 Hours

4 Biology major Course work – 32 Hours

5 Upper Division Elective – minimum 20 Hours

6 Either ECCE Global Awareness or ECCE U.S. Communities must be 300 or 400 level. Both cannot be 100-200 level. Both may be 300-400 level. Students must complete ECCEs in at least 2 of 3 ECCE categories in addition to Speakers Series (total 10 hours).

Chemistry

Bachelor of Science

- Biochemistry Concentration
- Pre-Medical Concentration
- The Science of the Environment Concentration

Undergraduate Minor

www.uis.edu/chemistry/
Email: che@uis.edu
Office Phone: (217) 206-6589
Office Location: HSB 314

The Chemistry curriculum is designed to prepare students for direct entry into the chemical profession or for further studies in graduate or professional programs. The department is accredited by the American Chemical Society's Committee on Professional Training. Our curriculum leads to ACS certification in either chemistry or chemistry with a biochemistry track.

Undergraduate Research

One of the advantages of getting a Chemistry degree from UIS is the requirement to conduct an original research project. This requirement is fulfilled by earning three (3) credits of CHE 400 ECCE: Undergraduate Research. These credits can be earned on campus in a project with one of the Chemistry Department faculty, another faculty member in the Natural Science Division, or in an off-campus research internship. The three credits of CHE 400 meet the University requirements for 3 credits of ECCE Engaged Citizenship. The course includes a final written report of the research results and a professional presentation. Reports and presentations will be evaluated by the chemistry faculty as part of the annual departmental assessment of student learning. Contact a Chemistry faculty member to discuss possible projects or to get approval of a research opportunity outside the department.

Additional Engaged Citizenship credits can be earned in an Applied Study Term (AST) internship. There are many local paid AST internships in the sciences. Contact the AST office for the current list of available internships at (217) 206-6640 (www.uis.edu/appliedstudy/).

Honors in Chemistry

Chemistry majors may elect to participate in the honors program in Chemistry. To graduate with honors in Chemistry, a student must:

1. complete all degree requirements,
2. earn a minimum cumulative GPA of 3.0 for all UIS Chemistry courses and 3.50 for UIS courses overall, and
3. make a public presentation of the results of undergraduate research (CHE 400 or similar experiential learning project). Students must apply for honors designation to the chair of the Chemistry Department prior to their final semester at UIS.

- Biochemistry Concentration (p. 62)
- Pre-Medical Concentration (p. 62)
- The Science of the Environment Concentration (p. 62)

The Bachelor's Degree

In addition to the B.S. in Chemistry, three concentrations are available for chemistry students – biochemistry, premedical, and science of the environment. The biochemistry concentration may be attractive to students seeking careers in forensic science or biotechnology. The pre-medical concentration is designed to prepare students for applying to medical school or other health professions. The science of the environment concentration is useful for students seeking a career in environmental technology or government agencies.

Advising

Students wishing to major in Chemistry should consult with an academic advisor upon admission to the University to make sure they are taking their required courses in the proper sequence. In order to be a chemistry major, students need to complete a Change of Curriculum form on the Records and Registration website. There is no separate admission to the major.

First-year students should contact the science advisor in the Undergraduate Academic Advising Center. Students with more than 30 hours (transfer students and sophomores) should contact the College of Liberal Arts and Sciences Advising Professional.

All of the faculty in the Chemistry Department are available for advising. We suggest that you meet with your department advisor one time each semester to discuss courses, careers, and research opportunities. To set an appointment, contact the office manager at (217) 206-6589.

Refer to the Chemistry website at www.uis.edu/chemistry/ to view the department's *Sample Curriculum/ Program Guide*.

Assessment of Learning within the Discipline

A chemist graduating from UIS will be characterized as being able to:

- Integrate chemical knowledge
- Perform appropriate laboratory skills
- Communicate scientific information
- Apply the scientific process(es)
- Participate in the chemical profession

Students majoring in chemistry may be asked to participate in surveys of focus groups in order to assist the department in assessing the learning outcomes of the program. Other evidences of student learning (exam scores, research papers) will be used in an anonymous and confidential manner for Chemistry Department curriculum review and planning.

Grading Policy

Chemistry courses for which the student has attained a grade of C- or better will be applied toward the B.S. degree (grades of D+ or lower will not be accepted). Chemistry majors may repeat program courses for grade improvement only once.

General Education

All chemistry majors must fulfill the undergraduate general education requirements as described at the beginning of this catalog. Certain courses required for the UIS Chemistry Bachelor of Science degree also fulfill general education requirements, according to the table below. Consult with your academic advisor before registering to ensure that you take the correct courses in the correct sequence.

Life Science		
BIO 141	Unity of Living Organisms	4
Physical Science		
CHE 141	Principles of Chemistry	4
Mathematical Skills		
MAT 115	Calculus I	4
Applied Mathematics		
MAT 116	Calculus II	4
ECCE Engagement Experience		
CHE 400	ECCE: Undergraduate Research	3

Degree Requirements

Introductory Courses		
CHE 141	Principles of Chemistry	4
CHE 142	Principles of Inorganic Chemistry	4
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
Calculus (one year):		
MAT 115 & MAT 116	Calculus I and Calculus II	8
Physics (one year):		
ASP 201 & ASP 202	University Physics I and University Physics II	8

Transfer students with deficiencies in the introductory courses may enter the program conditionally but will be required to make up the deficiencies during their first year of study. This extra work may mean that some students will require more than four years to complete the B.S. degree. Transcripts submitted by transfer students must show that the following course requirement categories have been met:

- General Chemistry I and II
- Organic Chemistry with lab (one year)
- Calculus (one year)
- Physics, calculus based (one year)

Intermediate and Advanced Courses		
CHE 301	General Seminar	3
or BIO 301	General Seminar	
CHE 321	Chemical Analysis	3
CHE 322	Laboratory Techniques	1
CHE 400	ECCE: Undergraduate Research	3
CHE 401	Physical Chemistry I - Thermodynamics	3
CHE 402	Physical Chemistry II	4
CHE 415	Biochemistry I	4
CHE 421	Instrumental Analysis	4
CHE 422	Inorganic Chemistry	4
Chemistry Electives		3

Biochemistry Concentration

Students who choose the Biochemistry concentration must take 8 credit hours of courses from the following:

1. CHE 416 Biochemistry II with lab (4 hr. option) or an advanced course approved by the Chemistry Department; and
2. one advanced biology course from BIO 311 Cell Biology, BIO 345 and BIO 346 General Microbiology Lab (both count as one advanced course), or BIO 381 Genetics. The Biochemistry concentration is approved by the American Chemical Society.

Pre-Medical Concentration

Students who choose the Pre-Medical concentration must complete 15 hours of courses for their electives.

Required Courses		
BIO 241	Biology of Organisms in the Environment	4
CHE 416	Biochemistry II	4
Biology Elective		
Select one of the following:		4
BIO 311	Cell Biology	
BIO 345 & BIO 346	General Microbiology and General Microbiology Lab (must be taken concurrently)	
BIO 381	Genetics	
Clinical Laboratory Science Electives		
Select at least three hours from the following:		3
CLS 401	Introduction to Clinical Chemistry	
CLS 402	Introduction to Hematology	
CLS 403	Introduction to Immunohematology	
CLS 411	ECCE: Health Care Management	
CLS 448	Introduction to Immunology	
Total Hours		**15**

The Science of the Environment Concentration

Students who choose the Science of the Environment concentration must take 14-15 credit hours of courses for their electives:

Life Science Selection		
Select one of the following:		4
BIO 345 & BIO 346	General Microbiology and General Microbiology Lab (must be taken concurrently)	
BIO 371	Principles Of Ecology	
BIO 444	Aquatic Ecology	
BIO 445	Biology Of Water Pollution	
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 462	Conservation Biology	
Physical Science Selection		
Select one of the following:		4

CHE 431	Environmental Chemistry	
ENS 463	Our Changing Climate [1]	
ENS 468	Environmental Geology	
Techniques Courses		
Select two of the following:		7-8
BIO 402	Biometrics	
BIO 410	Topics in Biology	
CHE 418	Biomolecular Laboratory Methods	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 405	Fundamentals of Remote Sensing	
Research Courses		
CHE 400	ECCE: Undergraduate Research [2]	3
Total Hours		**14-15**

1 Students must take the 4-hour option of ENS 463 to meet concentration credit-hour requirements.

2 This course should be completed in a collaborative research project that is ongoing between biology and chemistry faculty. Students should consult with their advisor about on-going projects.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
CHE 141 (or equiv)	Principles of Chemistry	4
MAT 115 (or equiv)	Calculus I	4
ENG 101	Rhetoric and College Writing	3
Freshman Seminar (HUM or SOC)		3
	Hours	**14**
Spring		
CHE 142 (or equiv)	Principles of Inorganic Chemistry	4
MAT 116 (or equiv)	Calculus II	4
ENG 102	College Writing and Civic Engagement	3
Comparative Societies (SOC or HUM)		3
	Hours	**14**
Year 2		
Fall		
CHE 267 (or equiv)	Organic Chemistry I	3
CHE 268 (or equiv)	Organic Chemistry I Laboratory	1
ASP 201 (or equiv)	University Physics I	4
BIO 141 (or equiv)	Unity of Living Organisms	4
HUM/ART/SOC elective		3
	Hours	**15**
Spring		
CHE 269 (or equiv)	Organic Chemistry II	3
CHE 271 (or equiv)	Organic Chemistry II Lab	1
ASP 202 (or equiv)	University Physics II	4
BIO 241 (or equiv)	Biology of Organisms in the Environment	4
COM 112	Oral Communication	3
	Hours	**15**
Year 3		
Fall		
CHE 321	Chemical Analysis	3
CHE 415	Biochemistry I	4
CHE 322	Laboratory Techniques	1
CHE 301	General Seminar	3
	Hours	**11**
Spring		
CHE 421	Instrumental Analysis	4
CHE 401	Physical Chemistry I - Thermodynamics	3
CHE Concentration Course or elective		4
Visual/Performing Arts/Humanities elective		3
	Hours	**14**
Year 4		
Fall		
CHE 400	ECCE: Undergraduate Research	2
CHE Concentration Course or elective		3-4
CHE 402	Physical Chemistry II	4
ECCE U.S. Communities/Global Awareness		3
HUM/ART/SOC elective		3
	Hours	**15-16**
Spring		
CHE 400	ECCE: Undergraduate Research	1
CHE Concentration Course or elective		4
CHE 422	Inorganic Chemistry	4
HUM/ART/SOC elective		3
ECCE Speakers Series		1
	Hours	**13**
	Total Hours:	**111-112**

The Minor in Chemistry

To earn a minor in Chemistry, students must complete a minimum of **19** semester hours from the following courses. A minimum of eight hours of course work must be taken at UIS.

Core courses		
CHE 141	Principles of Chemistry	4
CHE 142	Principles of Inorganic Chemistry	4
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1

CHE 322	Laboratory Techniques	1
Electives		
Select two of the following:		6
CHE 400	ECCE: Undergraduate Research	
CHE 480	Special Topics In Chemistry	
Analytical chemistry		
CHE 321	Chemical Analysis	
CHE 421	Instrumental Analysis	
CHE 431	Environmental Chemistry	
Organic and Biochemistry		
CHE 269	Organic Chemistry II	
CHE 271	Organic Chemistry II Lab	
CHE 415	Biochemistry I	
CHE 416	Biochemistry II	
CHE 418	Biomolecular Laboratory Methods	
CHE 433	Physiological Chemistry	
Physical and Inorganic Chemistry		
CHE 401	Physical Chemistry I - Thermodynamics	
CHE 402	Physical Chemistry II	
CHE 422	Inorganic Chemistry	
Total Hours		**19**

Clinical Laboratory Science

Bachelor of Science

Pre-Medical Concentration
Medical Laboratory Technician (MLT) - Clinical Laboratory Science (CLS) Articulation

www.uis.edu/clinicallabscience/
Email: cls@uis.edu
Office Phone: (217) 206-6589
Office Location: HSB 314

CLS Goals and Objectives

A Bachelor of Science degree in Clinical Laboratory Science provides exciting opportunities for individuals with an interest in science who wish to pursue a career in a health/medical profession or other laboratory-related field. Medical laboratory scientists/medical technologists analyze blood and other body fluids using a variety of methods and sophisticated biomedical instruments. The results of these analyses are used to determine the presence or absence of disease, help determine appropriate medical treatment, monitor therapy, and assess health. Medical laboratory science encompasses such disciplines as hematology, clinical chemistry, immunohematology (blood banking), microbiology, immunology, and molecular diagnostics. Medical laboratory scientists are proficient at problem-solving, integration, organization, and quality management. In addition to performance and interpretation of laboratory procedures, clinical laboratory scientists may be involved in the selection of lab methods or analyzers, as well as training, supervision, and consultation with other health care professionals.

A CLS education provides an excellent preparation for medical and graduate schools, and also prepares one for employment opportunities outside the hospital setting. Recent graduates have gone on to medical school, law school, and programs in physical therapy, pathologists' assistant, and public health. Diverse job opportunities include employment in research laboratories, forensic science laboratories, veterinary laboratories, fertility centers, and employment as laboratory computer specialists, educators, and laboratory consultants.

Clinical Laboratory Science Program goals are listed below. Learning outcomes/graduate competency statements are found on the CLS website in the *CLS Student Handbook*. Program outcomes are posted on the CLS website.

1. Prepare CLS students for entry-level employment as medical laboratory scientists. This is related to the UIS goal #1, Academic Excellence.
2. Prepare CLS students with a solid science foundation, medical, and laboratory knowledge to position them to deal with changes in the profession or changes in their career path. This is related to the UIS goal #1, Academic Excellence.
3. Provide graduates for the Illinois health care workforce, especially central Illinois. This is related to the UIS goal #3, Making a Difference in the World.

Completion of the degree leads to eligibility for certification as a Medical Laboratory Scientist by the Board of Certification of the American Society of Clinical Pathology. Issuing of the degree is not contingent on passing any type of external certification or licensure examination. The UIS CLS Program has 100% employment of graduates seeking jobs in medical laboratories. The UIS Clinical Laboratory Science Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd., Suite 720, Rosemont, IL 60018 (phone: (773) 714-8880).

Program Features/Requirements

The Clinical Laboratory Science curriculum at UIS provides a solid science foundation as well as preparation for certification as a medical laboratory scientist. The first two years of the four-year major are considered the PreProfessional Phase. During this time, the student completes the general education requirements of the university and the prerequisites for the Professional Phase. The last two years are considered the Professional Phase or the CLS Program; this includes the summer between the last two years. The Professional Phase, the CLS Program, is accredited by NAACLS (see above).

Both UIS students and transfer students must submit an application for the Professional Phase, the CLS Program. Students must meet the Essential Functions and health requirements, including immunizations, outlined on the CLS website in the *CLS Student Handbook* and the admissions packet available from the department office manager. See the "BACHELOR'S DEGREE" section for the Admissions requirements and processes.

Initial academic work is designed to provide a strong background in biochemistry, microbiology, and immunology. As the program proceeds, students receive theory and laboratory experience in all areas of medical laboratory science. The student's clinical education encompasses rotations through the various clinical specialty areas of affiliated medical laboratories. The clinical experience is under the joint supervision of faculty at the University of Illinois at Springfield and practicing professionals in affiliated hospital laboratories. These rotation courses integrate the theory and practice of prerequisite campus courses with the professional practice and sophisticated instrumentation at the medical laboratory. Enhancement experiences are available in areas of interest to the student. A list of the current

affiliated medical laboratories can be found on the CLS website. All facilities where students rotate are accredited. The program concludes with courses such as Health Care Management and a capstone Clinical Correlations course.

A criminal background check is required before clinical rotations. A background check that is not "clear" precludes rotations at some hospitals and prevents employment at most healthcare facilities. A drug screen is also required prior to clinical rotations.

Honors in Clinical Laboratory Science (Department Honors)

CLS majors with a cumulative GPA equal to or greater than 3.25 in the CLS Department and one semester in residency at UIS may elect to participate in the CLS honors option. In addition to the CLS Program requirements, honors students must:

1. maintain a minimum cumulative GPA of 3.25,
2. earn a minimum grade of B- for each course in the CLS Program,
3. successfully complete three credits of CLS 400 Applied Research or CLS 499 Tutorial, and
4. present their findings in a formal paper and public presentation.

Students must apply for participation in the honors program to the CLS Department chair and obtain approval of a faculty research advisor prior to their final semester. This is not connected with the CAP Honors Program. Details can be found in the *CLS Student Handbook* on the CLS website.

- Medical Laboratory Technician (MLT) – Clinical Laboratory Science (CLS) Articulation (p. 66)
- Pre-Medical Concentration (p. 66)

Admission Requirements

A student may declare a CLS major at any time; no application is needed for the PreProfessional Phase, the first two years of the major. However, there is an admission process for the CLS Program/ Professional Phase which encompasses the last two years of study including the summer semester between the third and fourth years. Normal time of entry into the major is the fall semester, third year. Admission to UIS does not guarantee admission to the CLS Program/ Professional Phase. In addition to completing the UIS application process, interested applicants should contact the department for a CLS Program application. Students are encouraged to apply in December or January of their second year so they are eligible for UIS scholarships with February deadlines.

Prerequisite courses required for admission to the CLS Program/ Professional Phase include:

1. 90 quarter hours or 60 semester hours of lower-division courses, including the UIS general education requirements detailed in the admissions section of this catalog;
2. two semesters of general chemistry;
3. one semester of organic chemistry;
4. two semesters of biological sciences, at least one semester of human physiology or anatomy and physiology;
5. one semester of statistics or higher mathematics; and
6. one semester of microbiology with lab (in addition to the 2 biological science courses above)

Science courses should be those for science majors. Recommended courses include genetics and a second semester of organic chemistry.

Applicants and their physicians should assure that the applicant can perform the *Essential Functions*, listed on the CLS website and in the *CLS Student Handbook*.

For application to the CLS Program/Professional Phase, applicants must submit to the CLS Chair/Program Director 1) the CLS Program application, found on the CLS website or from the office manager in HSB 314 and applicants must also forward a written statement, in their own words, of their academic and professional goals and the names and contact information of two college science instructors (preferably, one biology and one chemistry) for use as references. A personal interview may be required. Admission to the CLS Program is competitive and selective. Students are encouraged to apply by February 1st for best consideration. Cumulative GPA is the main consideration, however references and the written statements are also considered. The best qualified applicants will be offered admissions as space permits. There is no appeal of the department's decision.

Advising

All students are encouraged to meet with the CLS Chair/Program Director or a CLS advisor before initial registration and periodically thereafter in order to plan their courses of study to ensure that all requirements are met in the minimum amount of time. There is no advance placement and no credits for experiential learning.

Students are advised to be familiar with the current *CLS Student Handbook* and ask a CLS advisor for help if they do not understand the CLS policies and procedures.

The transfer option provides for the continuing education of students who have completed the first two years of lower-division work (preferably with the A.A. or A.S. degree). The CLS program has 2+2 articulation agreements with several community colleges; however, transfer students from other 2-year and 4-year institutions are also encouraged to apply. See the CLS Chair/Program Director regarding questions about transfer of credits.

Students should consult with college advisors for specific guidance regarding completion of general education requirements. In CLS, the clinical rotation courses fulfill the requirement for the ECCE Engagement Experience (6 hrs.) and ECCE: Health Care Management is a U.S. Communities course.

For best outcomes in the Program and on the national certification exam, part-time status is not recommended. Because the CLS Program proceeds in cohorts, off-sequence students will need to reapply for the cohort with which they will do the full-time clinical rotation courses.

CLS Required Courses

CLS 321	Seminar in Clinical Laboratory Science	2
CLS 347	Medical Bacteriology	4
CLS 401	Introduction to Clinical Chemistry	2
CLS 402	Introduction to Hematology	2
CLS 403	Introduction to Immunohematology	2
CLS 404	Introduction to Hemostasis	1

CLS 405	Introduction to Urinalysis	2
CLS 411	ECCE: Health Care Management	3
CLS 421	ECCE: Clinical Chemistry Laboratory	5
CLS 422	ECCE: Clinical Hematology Laboratory	4
CLS 423	ECCE: Clinical Microbology Laboratory	4
CLS 424	ECCE: Clinical Immunohematology Laboratory	3
CLS 431	Special Topics in Clinical Laboratory Science	1
CLS 447	Medical Mycology, Parasitology and Virology	4
CLS 448	Introduction to Immunology	3
CLS 449	Introductory Immunology Lab	1
CLS 451	Advanced Concepts in Immunohematology	2
CLS 452	Advanced Concepts in Hematology	2
CLS 454	Advanced Concepts in Clinical Chemistry	2
CLS 456	Clinical Correlations	2
CHE 322	Laboratory Techniques	1
CHE 433	Physiological Chemistry	4
CHE 418	Biomolecular Laboratory Methods	3
Total Hours		**59**

Grading Policy

Since the curriculum includes laboratory work done under professional supervision, the degree candidate not only must satisfy the customary expectations of academic work but also must meet the high-quality standards demanded of a professional medical technologist/clinical laboratory scientist. Students must maintain a minimum cumulative GPA of 2.0 at UIS. Clinical laboratory science students are required to maintain a grade of C- or better in all required courses.

Medical Laboratory Technician (MLT) - Clinical Laboratory Science (CLS) Articulation

Special opportunities to accelerate the clinical courses are available for individuals who have completed an associate degree medical laboratory technician program and who have passed the ASCP certification examination. Medical laboratory technicians interested in this articulation opportunity should contact the department chair to discuss curriculum planning based on their previous academic and clinical experiences.

Students must also complete UIS graduation requirements to earn a Bachelor of Science degree.

Sample Curriculum/Program Guide: See the CLS website at uis.edu/clinicallabscience/.

CAP Honors Sample Curriculum/Program Guide: Contact the CAP Honors advisor.

Pre-Medical Concentration

Students can formalize their preparation for medical or professional schools by earning the CLS Pre-Medical concentration. This designation will appear on the transcript. Students are not required to complete the Pre-Medical concentration in order to apply to medical school or other professional school. In recent years, CLS graduates have pursued careers as physicians, physical therapists, physician assistants, pathologists' assistants, and researchers, and they have pursued graduate school (e.g., a Master's in Public Health).

The CLS major will need to complete the following courses for the Pre-Medical concentration.

Required Courses		
MAT 115	Calculus I [1]	4
ASP 201	University Physics I	4
ASP 202	University Physics II	4
CHE 268	Organic Chemistry I Laboratory	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
Electives		
Select at least 4 hours from the following:		4
BIO 311	Cell Biology	
BIO 381	Genetics	
BIO 428	Human Disease	
BIO 429	Human Anatomy and Physiology I	
Total Hours		**21**

[1] This course may also be counted toward the CLS major.

Communication

Bachelor of Arts
Undergraduate Minor
Master of Arts (p. 159)

www.uis.edu/communication/
Email: com@uis.edu
Office Phone: (217) 206-6790
Office Location: UHB 3010

The broad-based Communication Department offers students the opportunity to specialize in journalism/media studies or interpersonal communication, and to explore media technology, public relations, intercultural communication, photography, and radio and video production. Courses help students improve their skills in writing, speaking, and understanding the messages of others in individual, group, and mass media contexts. To accomplish these goals, the curriculum addresses the theoretical, critical, and technical aspects of communication.

The Bachelor's Degree

The undergraduate degree in Communication has three main objectives:

1. to instruct the student in general communication theory and technology;
2. to provide the student an opportunity for more intensive study in a specific area of communication; and
3. to ensure the student is capable of applying knowledge of general communication theory and technology to specific social problems.

The baccalaureate curriculum covers two topical areas: Interpersonal Communication, and Journalism/Media.

Admission Requirements

Requirements for admission as a candidate for the B.A. degree are identical to general UIS requirements but must be met at the time of admission to the degree. Students who are required to take the Test of English as a Foreign Language (TOEFL) examination must achieve a score of 580 or above on the paper test or the equivalent on the computer-based test to be admitted to the degree.

Advising

Faculty members work with new students to plan courses of study. Based on instructors' assessments of writing ability in required courses, advisors may require advisees to take remedial courses. Generally, advisors assist students in developing personal programs of study and in identifying all necessary requirements.

Grading Policy

Communication majors and minors may not take any COM course as part of the requirements for the major or minor on a CR/NC basis.

Transfer Credit

Transfer credits from other institutions may not be used to substitute for introductory core courses. However, students may file a Student Petition Form to use them to satisfy other parts of the major or minor, provided the credit is for an upper-division course equivalent to one offered by the Communication Department and that the grade earned was a C or better (grades of C- or lower will not be accepted).

Course Repetition

COM 380 and COM 480 may be taken for credit more than once provided the course topic is different each time. No more than eight semester hours of credit for COM 499 Tutorial will be accepted for the degree. All other Communication courses may be repeated for grade improvement only once.

Credit for Prior Learning

Students with extensive life or work experience in some area of communication may apply for academic credit through Credit for Prior Learning (CPL). The Communication Department awards such credit in each of its two topical areas (Interpersonal Communication, and Journalism/Media) through COM 431 and COM 451. Prior learning credit is not awarded for specific courses. The Department will award a maximum of four hours of credit for prior experiential learning in any one topical area and a maximum of 8 hours of CPL credit to any undergraduate student.

Degree Requirements

Communication majors must complete 32 hours in the major. In addition, they may take up to 8 hours in Communication courses to satisfy the upper-division general electives. COM 302 and COM 303 should be taken prior to or concurrent with any other course work in their respective curricular areas.

All undergraduate students are required to take a department assessment examination during their first semester and during their last semester before graduation. The entrance examination is normally administered during a regular class and is used by the department to assess its curriculum. It does not affect students' grades in any way.

Students should consult with general education advisors for specific guidance regarding completion of general education requirements.

COM 302	Introduction to Interpersonal/Organizational Communication	4
COM 303	Introduction to Mass Media	4
Communication emphasis requirements (primary topical area) *		16
Communication distribution requirements (from other than primary topical area) *		8
Total Hours		**32**

***Topical areas consist of Interpersonal/Organizational or Journalism/Media Studies. Topical area information may be found under "course descriptions."**

Course Offerings

Cross-listed courses from other departments used as part of the 32-hour major must bear the COM course prefix.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Freshman Seminar[2]		3
Math Skills[2]		3
Humanities[2]		3
	Hours	**12**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
Comparative Societies (Humanities or Soc Science)[2]		3
Science with Lab (life or physical science)[2]		4
COM 112[2]	Oral Communication	3
	Hours	**13**
Year 2		
Fall		
Social/Behavioral Science course		3
COM 200 level Course[1]		3-4
Humanities[2]		4
ECCE U.S. Communities[3]		3
Social/Behavioral Science course[2]		3
	Hours	**16-17**
Spring		
Math Applied[2]		3
COM 302 or 303[4]	Introduction to Interpersonal/Organizational Communication	4
Science without lab (life or physical)[2]		3
Visual/Performing Arts Humanities Requirement[2]		3

Upper division Elective or minor course[5]		4
	Hours	**17**
Year 3		
Fall		
COM 302 or 303[4]	Introduction to Interpersonal/Organizational Communication	4
ECCE Global Awareness[3]		3
Communication Emphasis Course[4]		4
Upper division elective or minor course[5]		4
	Hours	**15**
Spring		
Communication Emphasis Course[4]		4
Upper division elective or minor course[5]		4
COM non-emphasis Course[4]		4
Upper division elective or minor course[5]		4
	Hours	**16**
Year 4		
Fall		
COM Emphasis Course[4]		4
COM Non-Emphasis[4]		4
Upper division elective or minor course[5]		4
Upper division elective or minor course[5]		4
	Hours	**16**
Spring		
COM Emphasis[4]		4
EXL 300	ECCE: General Applied Study Term	2-12
UNI 301[3]	ECCE: Speakers Series	1
Upper division elective or minor course[5]		4
Upper division elective or minor course[5]		4
	Hours	**15-25**
	Total Hours:	**120-131**

1 These Courses are Lower Division Foundation Course Requirements- 11-12 Hours

2 This Course Fulfills General Education Requirements- 45 Hours

3 Students must complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speakers Series - 10 Hours

4 Communication Major Course work- 24 Hours

5 Upper Division Electives- minimum 12 Hours- that can be selected to earn a minor and can be outside of major.

Minor in Communication

Courses

COM 302	Introduction to Interpersonal/Organizational Communication	4
or COM 303	Introduction to Mass Media	
Plus a choice of any three 300-level or 400-level COM courses, or a 200-level COM course (by petition)		12
Total Hours		**16**

There are no prerequisites for entry into the minor. Students are advised to take a basic core course (COM 302 or COM 303) before or concurrent with other courses. Communication minors may not take any COM course as part of the requirements for the minor on a CR/NC basis.

Computer Science

Bachelor of Science in Computer Science

The Computer Science Department also offers the Bachelor of Science in Information Systems Security
Undergraduate Minor
Master of Science (p. 160)
Graduate Certificates (p. 162) – 2

csc.uis.edu/
Email: csc@uis.edu
Office Phone: (217) 206-6770
Office Location: UHB 3100

Departmental Goals and Objectives

The Bachelor of Science in Computer Science degree is designed to provide students with a strong foundation in computer science and experience in mastering problem-solving skills relevant to the business, scientific, and public sectors.

Graduates of the Bachelor of Science in Computer Science degree program have been successful in earning advanced degrees and in pursuing careers in research and application-oriented positions in business, industry, government, and education. The diversity of course offerings and rigorous degree requirements ensure that B.S. in Computer Science graduates acquire the knowledge necessary to support their career goals, including the breadth of knowledge required to pursue advanced computing degrees. Students will become proficient in programming, software testing and analysis; learn about the design principles and implementation of programming languages, elementary computer architecture and organization, reduced instruction set computing, and operating systems; and complete a software engineering project that requires them to participate in all phases of the software life cycle. The B.S. in Computer Science is offered in both on ground and online formats.

Students have access to an outstanding variety of computing systems including a Sun fileserver, additional UNIX-based computers, a parallel processing cluster, microcomputers, and a hands-on network configuration laboratory. UIS has received national recognition as a partner in the NSF Center for Systems Security and Information Assurance (CSSIA) www.cssia.org/ (http://www.cssia.org).

The UIS Computer Science Department is a Cisco Regional Networking Academy, serving as the instruction center for local academies at high schools, career centers, community colleges, and universities in central Illinois.

The Computer Science Department's curriculum is certified by the Committee of National Security Systems and the National Security Agency. The Computer Science Department has been designated as a National Center of Academic Excellence in Information Assurance Education. The National Security Agency (NSA) and the Department

of Homeland Security (DHS) jointly sponsor the National Centers of Academic Excellence in Information Assurance Education (CAEIAE) Program.

Computer laboratories are open evenings and weekends; some systems are available 24 hours a day. On-campus students have high-speed, wired and wireless internet access.

Assessment

The Computer Science Department assesses all students for communication skills and for knowledge of computer science. Assessment is intended to help students in their academic planning and their development as computer scientists.

The process begins in CSC 305 Entrance Assessment, which must be taken the first semester of enrollment as a Computer Science major. The entrance assessment is an examination of the student's knowledge of the core areas of computer science. During this course, students begin a portfolio to which selected assignments will be added from each of the core computer science courses. The process concludes with CSC 405 Exit Assessment, which must be taken the final semester before graduation. The exit assessment helps students assess their progress and helps the faculty revise the curriculum.

Internships

Students have the opportunity to gain credit toward the degree through Internships and Prior Learning (EXL). This is an excellent opportunity for students to gain practical in-the-field or on-the-job experience. Placements have included state agencies, insurance companies, the SIU School of Medicine, computer companies, and other businesses throughout central Illinois. Online students can arrange for local placements.

The Bachelor's Degree in Computer Science

Admission Requirements

The B.S. in Computer Science is offered in both an on-campus and an online format. Formal application to the degree is required for admission. In addition to the materials required for general admission, applicants to the online B. S. in Computer Science degree program must submit the Statement of Purpose form (https://illinois.edu/fb/sec/8834440/). Students whose native language is not English must meet the Basic Entrance Requirement for English Language Proficiency. Enrollment in CSC 305 Entrance Assessment is required during the first semester.

Entrance requirements for transfer students include the equivalent of two semesters of Java programming and one semester each of business calculus or calculus, discrete structures, or discrete mathematics or finite mathematics, and statistics. Though it is preferred that online students already have completed program entrance requirements, online and on-campus students may take CSC 225, CSC 275, MAT 113 or MAT 115, CSC 302 or MAT 302 or MAT 114and MAT 121 at UIS to satisfy these requirements. Students must complete the Java Programming (CSC 225 and CSC 275) and Discrete/Finite Mathematics requirements prior to enrolling in upper-division core computer science classes. Students considering an advanced degree or a career in a scientific field are strongly encouraged to take a second semester of calculus.

Advising

On acceptance, students are assigned a member of the Computer Science faculty to serve as their academic advisor. Before registering for the first time, the student should discuss an appropriate course of study with their academic advisor.

Grading Policy

CSC courses must be taken for a letter grade. A cumulative grade point average of 2.0 is required to graduate.

Transfer Courses

Transfer courses for the Computer Science BS are evaluated on a case-by-case basis and approved by Student Petition.

Degree Requirements

The core curriculum provides a strong foundation in computer science. CSC electives are chosen in consultation with the student's academic advisor, to ensure depth of knowledge in topics of particular interest to the student.

Core Courses [1]		
CSC 305	Entrance Assessment	0
CSC 405	Exit Assessment	0
CSC 376	Computer Organization	4
CSC 385	Data Structures and Algorithms	4
CSC 387	Foundations of Computer Science	4
CSC 389	Introduction to Operating Systems	4
CSC 388	Programming Languages	4
CSC 478	Software Engineering Capstone	4
Elective Courses [2]		
CSC Computer Science Software Electives		12
Total Hours		**36**

1. Core courses must be taken at UIS. Exceptions may be requested.
2. Applicable CSC electives are numbered CSC 350 or higher and must be chosen in consultation with a CSC academic advisor. Courses numbered CSC 410, CSC 442 or CSC courses that include "ECCE" in the title may not be counted as a CSC Elective.

Students should consult with advisors in the major for specific guidance regarding completion of general education requirements.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Freshman Seminar (Humanities or Soc Sci)[2]		3
CSC 225[1]	Computer Programming Concepts I	3
MAT 113 or 115[1]	Business Calculus	4

CSC 305[4]	Entrance Assessment	0
	Hours	**13**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
CSC 275[1]	Computer Programming Concepts II	3
CSC 302[1]	Discrete Structures	4
Social Science[2]		3
Comparative Societies (Humanities or Soc Sci)[2]		3
	Hours	**16**
Year 2		
Fall		
CSC 385[4]	Data Structures and Algorithms	4
COM 112[2]	Oral Communication	3
Social/Behavioral Science course[2]		3
Science without lab (Life or Physical Sci)[2]		3
Visual/Performing Arts Humanities Requirement[2]		3
	Hours	**16**
Spring		
CSC 387[4]	Foundations of Computer Science	4
Science with lab (Life or Physical Sci)[2]		4
Social/Behavioral Science course[2]		3
Humanities GE[2]		3
UNI 301[3]	ECCE: Speakers Series	1
	Hours	**15**
Year 3		
Fall		
CSC 442 (ECCE U.S. Communities)[4]	ECCE: Internet in American Life	4
CSC 376[4]	Computer Organization	4
CSC Elective[4]		4
MAT 121[1]	Applied Statistics	3
	Hours	**15**
Spring		
CSC 315 (ECCE Global Awareness)[3]	ECCE: RoboEthics	4
CSC Elective[4]		4
CSC 388[4]	Programming Languages	4
Lower or upper division elective OR minor course[5]		4
	Hours	**16**
Year 4		
Fall		
CSC 389[4]	Introduction to Operating Systems	4
ECCE Elective[3]		1
Upper-division elective OR minor course[3]		2
CSC Elective[4]		4
Lower or upper division elective OR minor course[5]		4
	Hours	**15**
Spring		
CSC 478[4]	Software Engineering Capstone	4
Lower or upper division elective OR minor course (Calc II recommended)[5]		4
Lower or upper division elective OR minor course[5]		3
Lower or upper division elective OR minor course[5]		3
CSC 405[4]	Exit Assessment	0
	Hours	**14**
	Total Hours:	**120**

1. Math and CSC Courses Required in Addition to the Core CSC - 17 Hours
2. These Courses Fulfill General Education Requirements- 39 Hours If Freshman Seminar = Humanities then Comparative Societies = Social Science and visa versa.
3. Students need to complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speaker Series - 10 Hours. You may repeat UNI 301 Speaker Series for 1 additional hour of ECCE (requires a petition of approval). You may choose to take AST 300 for 3 hours and meet both the ECCE 1 hour and the 2 hours of general electives requirement.
4. CSC Major Course work- 36 Hours
5. These courses may be Lower or Upper Division electives or minor courses. You will need to make sure you have at least 48 hours of Upper Division credits.

Online Degree

UIS offers the B.S. in Computer Science, the B.S. in Information Systems Security and the M.S. in Computer Science online. Applicants to the online degree program must have at least 30 semester hours of college-level transfer credit with a cumulative grade point average of at least 2.00 on a 4.00 scale. The online Computer Science degrees have the same requirements as the on-campus degrees, allowing students to actively participate in dynamic, diverse, and interactive online learning. The online format enables them to complete coursework using the latest networked information technologies for increased interaction with educational resources, advisors, and materials. Applicants to either online B.S. degree are accepted each spring and fall semester. The Computer Science Department may, at its own discretion, accept new students in other terms.

Computer Science Minor

A minor in Computer Science is designed for students who wish to develop a working knowledge of computing that will allow them to apply effective computing techniques and computational problem-solving skills in a variety of contexts. It is useful for students with virtually any academic major, including accountancy, business administration, clinical laboratory science, economics, health care, management, and others. A working knowledge of computers allows people to apply computer techniques in their careers and to introduce effective, computer-based methods.

Appropriate CSC electives for the minor are numbered 350 or higher and must be chosen in consultation with a CSC academic advisor. CSC courses must be taken for a letter grade. Courses numbered CSC 410, CSC 442 or CSC courses that include “ECCE” in the title may not be counted toward the minor.

Transfer Courses

Transfer courses for the Computer Science Minor are evaluated on a case-by-case basis and approved by Student Petition.

Course Requirements		
CSC 302	Discrete Structures	4
or MAT 302	Discrete Mathematics	
or MAT 114	Finite Mathematics and Its Applications	
CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
CSC Electives [1]		12
Total Hours		**22**

1 Prior approval by CSC Advisor or Department Head required. Applicable CSC electives are numbered CSC 350 or higher and must be chosen in consultation with a CSC academic advisor. CSC courses must be taken for a letter grade. Courses numbered CSC 410, CSC 442 or CSC courses that include “ECCE” in the title may not be counted toward the minor.

English

Bachelor of Arts
Writing, Rhetoric, and Language Concentration
Literary Studies Concentration
Education Concentration

Undergraduate Minor
Master of Arts (p. 163)
Graduate Certificate (p. 164)

www.uis.edu/english/
Email: eng@uis.edu
Office Phone: (217) 206-6779
Office Location: UHB 3050

Our Mission:
As a department in a liberal arts university, English Studies seeks to educate students in the humanistic endeavor of reading, writing, and studying texts in a variety of genres from across cultures and times. We want our students to become successful humanists who can effectively analyze writing and participate in the creation of knowledge and texts. Therefore, we view composition and literary study as indelibly linked. Within the structure of our curriculum and within our individual courses, we strive to show how reading imaginative and explicative texts is intimately connected to academic, civic, and creative writing.

The English Department at the University of Illinois at Springfield offers the Bachelor of Arts and Master of Arts degrees, and an undergraduate minor in English. Students may study a wide range of courses in British, American, and World Literature, and a variety of writing courses, as well as courses on different topics in literature and in specific genres.

The department offers courses that can help students prepare for teaching careers, for jobs as editors and writers, or for graduate work at the doctoral level. UIS students can enroll as English majors or minors by taking coursework in a physical classroom or online. Campus-based courses typically meet one or two times weekly for several hours at the UIS campus in Springfield, Illinois.

Additionally, the Online English Program (http://www.uis.edu/english/curriculum/online) allows students to actively participate in dynamic, diverse, and interactive online learning communities and earn their degrees via the internet. The online program format enables students to complete coursework on their own time and at their own pace within the framework of the traditional semester using the latest networked information technologies. Online students are given increased access to educational resources, academic advisors, and other course-related materials.

Departmental Goals and Objectives

By the time students graduate they should:

- exhibit critical thinking through the analysis and interpretation of language and literary works in such areas as American literature, British literature, and multicultural literature and non-fiction texts;
- express complex ideas for a specific audience and purpose;
- employ research tools for writing and other modes of understanding;
- connect texts with their historical, cultural, critical, and rhetorical contexts;
- interpret existing and student-generated texts effectively using a variety of critical and theoretical approaches;
- work collaboratively to analyze and interpret texts and to improve writing skills;
- employ technological tools and resources for research, collaboration, and the writing process;
- employ invention strategies to generate texts;
- differentiate and employ macro and micro revision processes and techniques.

- Education Concentration (p. 74)
- Literary Studies (p. 77)
- Writing, Rhetoric, and Language Concentration (p. 78)

Admission Requirements

The English B.A. program is open to all UIS students and transfer students who qualify for admission to UIS. Please note that there are additional requirements for admission to the online English program.

The Bachelor's Degree

Degree candidates in English may develop one of several specializations for a conventional degree in literature or may design a

personalized and less traditional course of study. Some students may wish to select courses especially helpful to classroom teachers. Others prepare for careers in writing and editing by taking courses offered by English and other UIS departments. On-campus English majors may choose courses from one of three concentrations in the major: Writing, Rhetoric, and Language, Literary Studies, or Education. Online majors will concentrate in Literary Studies.

The Writing, Rhetoric, and Language Concentration provides students with practical experience creating texts for multiple audiences and theoretical knowledge for working within multiple rhetorical situations. It also enables students to study the history, structure, and uses of English. Students are encouraged to pursue internships and service-learning opportunities.

The Literary Studies Concentration builds on the knowledge(s) and methods of core classes by engaging students in the study of literature from theoretical and cultural perspectives. Students will have the opportunity to enroll in a broad spectrum of courses, encompassing multiple genres, nationalities and theoretical perspectives; or to follow a sequence of courses, culminating in advanced study of a genre, author, theory, or literary theme. Students who select this concentration are to consult their academic advisors about course distribution across categories. Some courses at the 400-level will have lower-level prerequisites. Students who are interested in graduate studies in literature should consult with their academic advisors to prepare an appropriate course of study.

The Education Concentration prepares students to meet English Language Arts Content Area Standards as articulated by the Illinois State Board of Education (ISBE) for licensure in secondary education. The Education Concentration in the English major also provides excellent preparation for students who plan to seek teaching licensure in elementary education. The emphasis in this concentration is aligned with the types of literacy skills addressed in the Common Core Standards such as close reading, textual analysis, linguistics, written expression, critical argument, and a broad knowledge of literature, including literatures written for children. Students will read broadly and become familiar with a range of literatures from various genres, historical periods, cultural moments, and geographical or regional areas. Complying with ISBE standards requires careful planning. Students interested in seeking Illinois state teacher licensure must obtain information from the UIS Teacher Education Program (TEP) as well as the faculty TEP liaison in the English Department early in their academic career. Students in the English major who are pursuing a teaching certificate through the UIS Teacher Education Program will coordinate their coursework in English with their coursework in TEP by working closely with their academic advisors throughout their program of study.

Advising

All English majors or minors are assigned academic advisors. Academic advisors assist students in developing appropriate, individualized courses of study. Students may begin as English majors without deciding on a concentration, but must choose one by the end of ENG 301. If no concentration is selected, literary studies shall be the default concentration. Doing otherwise could result in delaying progress toward graduation. Students should consult with academic advisors each semester and especially before enrolling for their last semester. Students may choose a different academic advisor at any time to ensure they are fulfilling all degree requirements. Please note that students pursuing the certification in teaching must consult regularly with the TEP faculty liaison/TEP advisor in the English Department as well as with the academic advisor in the Teacher Education Program during their entire course of study.

NOTE about ECCE Courses:

ECCE courses may not be used to fulfill requirements for the English major or minor.

Transfer Policy

Transfer courses will be evaluated on a case-by-case basis. Please contact the department for more information.

Grading Policy

The English Department faculty members assign course grades according to campus policy and the grading criteria of each individual course.

Degree Requirements for Both On-Campus and Online Majors

Required Core Courses for Both On-Ground and Online English Majors

ENG 301	Introduction to the Discipline	4
Select two of the following: [1]		6
ENG 132	Introduction to Poetry	3
ENG 133	Introduction to Fiction	3
ENG 137	Introduction to Literature	3
ENG 152	Introduction to World Literature	3
ENG 231	Survey of African American Literature	3
ENG 232	Calabash: Caribbean Literature and Culture	3
ENG 234	Introduction to Film	3
ENG 235	Introduction to American Literature	3
ENG 236	Introduction to British Literature	3
Select one of the following:		4
ENG 302	Introduction to Linguistics	4
ENG 332	Women Playwrights	3
ENG 360	Topics in English Studies	4
ENG 363	Mythology	4
ENG 364	Literature and the Bible	4
ENG 365	Children's and Young Adult Literature	4
ENG 380	Introduction to Literary Genres	4
ENG 404	History of English Language	4
ENG 410	Topics in Composition or Linguistics	4
ENG 460	Themes in Literature	4
ENG 461	Major Women Writers	4

[1] Education concentration students (on-ground only) should take only ONE lower-division survey course.

Course Requirements for On-Campus English Majors

On-campus English majors must select from one of the three concentrations by the end of ENG 301

Graduation Requirements

In addition to fulfilling UIS graduation requirements, English majors must complete a total of 34-37 credit hours as follows:

Outside the Core Requirement of ENG 301 and the Major Concentration Requirements of ENG 311 or ENG 312, all courses listed in the English Program Course Descriptions may count toward each concentration in particular distribution categories.

Online Degree

The Online English Program allows students to participate actively in dynamic, diverse, and interactive online learning communities and to complete their course work in their own time and at their own pace within the same semester time frame as on-ground courses. The online format enables them to complete course work using the latest networked information technologies for the same easy access to educational resources, advisers, and materials as on-campus students enjoy. Students in the online program are restricted to the Literary Studies concentration. If students are interested in TEP courses online, they should consult the English Department faculty liaison for TEP about the availability of online TEP courses.

Admission Requirements for Online English Program

- A minimum of 30 successfully completed hours at the lower-division (preference granted to those applicants with 60 hours or an associate's degree).
- A cumulative grade point average of 3.0 or higher on a 4.0 scale.
- Completion of two English Composition courses with a grade of C or better (grades of C- or lower will not be accepted).
- Completion of two literature courses with a grade of C or better to fulfill the department's lower-division core course requirements (grades of C- or lower will not be accepted).
- An application letter that addresses why the student wants to major in English at UIS, why online degree completion is preferred, and any context that may explain a circumstance that might warrant a waiver of GPA or course requirements listed above.
- Access to the Internet.
- Computer skills and systems needed to study online (See Online Learning Resources for Students @ uis.edu/colrs/students/).

Online ENG 301 and ENG 311 Deferral Policy

If an online English student enrolled in ENG 301 or ENG 311 experiences an unforeseen circumstance – such as military service or medical emergency – that prevents him or her from completing the course, the student may apply to the online English committee for a one-year waiver. If the waiver is granted, the student may retake the course online the following year. Only those students called to active duty with the military will automatically receive a waiver. For all others, waivers will be considered on a case-by-case basis and will be granted only to students with emergency situations.

Degree Requirements for Both On-Campus and Online Majors

Required Core Courses for Both On-Ground and Online English Majors

ENG 301	Introduction to the Discipline	4
Select two of the following: [1]		6
ENG 132	Introduction to Poetry	3
ENG 133	Introduction to Fiction	3
ENG 137	Introduction to Literature	3
ENG 152	Introduction to World Literature	3
ENG 231	Survey of African American Literature	3
ENG 232	Calabash: Caribbean Literature and Culture	3
ENG 234	Introduction to Film	3
ENG 235	Introduction to American Literature	3
ENG 236	Introduction to British Literature	3
Select one of the following:		4
ENG 302	Introduction to Linguistics	4
ENG 332	Women Playwrights	3
ENG 360	Topics in English Studies	4
ENG 363	Mythology	4
ENG 364	Literature and the Bible	4
ENG 365	Children's and Young Adult Literature	4
ENG 404	History of English Language	4
ENG 460	Themes in Literature	4
ENG 461	Major Women Writers	4
ENG 380	Introduction to Literary Genres	4
ENG 480	Topics in Genre Study	4

Course Requirements for Online English Majors

ENG 311	Literary Study and Research	4
Select three from the following categories: [2]		12
American Literature		
ENG 330	Topics in American Literature I	4
ENG 335	Early American Literature	4
ENG 336	American Literature-1865 to the Present	4
ENG 430	Topics in American Literature II	4
ENG 433	Contemporary American Novel	4
ENG 434	Literature and Culture of Early America	4
ENG 435	American Literature 1820-1865	4
ENG 436	The American Novel, 1865-1915	4
ENG 437	American Literature Between the Wars	4
ENG 438	African-American Literature	4
ENG 440	Major Figures in American Literature Since 1900	4
ENG 445	Midwestern Literature	4
British Literature		
ENG 342	Playing Shakespeare	4
ENG 351	The British Victorian Novel	4
ENG 443	Chaucer and His Era	4
ENG 444	Milton	4

ENG 447	Arthurian Literature	4
ENG 448	The Shakespeare Project	4
ENG 449	The British Romantics	4
ENG 450	Topics in British Literature II	4
ENG 453	Poetry and Prose of the Victorian Age	4
ENG 454	The British Novel from Dickens to Hardy	4
ENG 455	Modern British Literature	4
ENG 456	Contemporary British Literature	4
World Literature		
ENG 320	Topics in World Literature I	4
ENG 363	Mythology	4
ENG 420	Topics in World Literature II	4
ENG 425	European Literature: Ancient Greek and Biblical Motives, 1880-Present	4
ENG Elective at the 300- or 400-level		4
Total Hours		**132**

1 Students who believe they have fulfilled this requirement at other institutions should contact an advisor to petition the courses to be accepted for program requirements.

2 Two of the three courses coming from different categories and at least two courses at the 400-level.

Graduation Requirements

In addition to fulfilling UIS graduation requirements, English majors must complete a total of 34-37 credit hours as follows:

Outside the Core Requirement of ENG 301 and the Major Concentration Requirements of ENG 311 or ENG 312, all courses listed in the English Program Course Descriptions may count toward each concentration in particular distribution categories.

Requirements

The English minor is 16 hours. As indicated below, it consists of one core course (ENG 301; 4 hours), one literature course (4 hours), one writing or linguistics course (4 hours), and one elective.

ENG 301	Introduction to the Discipline	4
Select one of the following:		4
ENG 311	Literary Study and Research	4
ENG 320	Topics in World Literature I	4
ENG 330	Topics in American Literature I	4
ENG 332	Women Playwrights	3
ENG 335	Early American Literature	4
ENG 336	American Literature-1865 to the Present	4
ENG 342	Playing Shakespeare	4
ENG 351	The British Victorian Novel	4
ENG 360	Topics in English Studies	4
ENG 363	Mythology	4
ENG 364	Literature and the Bible	4
ENG 365	Children's and Young Adult Literature	4
ENG 380	Introduction to Literary Genres	4
ENG 420	Topics in World Literature II	4
ENG 425	European Literature: Ancient Greek and Biblical Motives, 1880-Present	4
ENG 430	Topics in American Literature II	4
ENG 433	Contemporary American Novel	4
ENG 434	Literature and Culture of Early America	4
ENG 435	American Literature 1820-1865	4
ENG 436	The American Novel, 1865-1915	4
ENG 437	American Literature Between the Wars	4
ENG 438	African-American Literature	4
ENG 440	Major Figures in American Literature Since 1900	4
ENG 443	Chaucer and His Era	4
ENG 444	Milton	4
ENG 445	Midwestern Literature	4
ENG 447	Arthurian Literature	4
ENG 448	The Shakespeare Project	4
ENG 449	The British Romantics	4
ENG 450	Topics in British Literature II	4
ENG 453	Poetry and Prose of the Victorian Age	4
ENG 454	The British Novel from Dickens to Hardy	4
ENG 455	Modern British Literature	4
ENG 456	Contemporary British Literature	4
ENG 460	Themes in Literature	4
ENG 461	Major Women Writers	4
ENG 480	Topics in Genre Study	4
Select one of the following:		4
ENG 302	Introduction to Linguistics	4
ENG 312	Rhetoric and Composing Theories	4
ENG 370	Topics in Creative Writing I	4
ENG 371	Creative Writing Poetry	4
ENG 404	History of English Language	4
ENG 405	Professional and Technical Writing	4
ENG 406	Writing Essays and Reviews	4
ENG 407	The Theory and Practice of Composition and Rhetoric in the American University	4
ENG 408	Non-Fiction Writing	4
ENG 409	Rhetoric and Composition in Digital Media	4
ENG 410	Topics in Composition or Linguistics	4
ENG 470	Topics in Creative Writing II	4
ENG 471	Creative Writing: Nonfiction	4
One ENG Elective course: 300- or 400-level [1]		4

1 Options include any ENG 300- or 400-level course that has not been used to fulfill another minor category.

If you are a TEP elementary candidate seeking the English minor for the Middle School English endorsement, see your TEP academic advisors in the English Department and in the Teacher Education Department about differences in course work requirements for the English minor.

Education Concentration

Requirements

Required Core Courses		
ENG 301	Introduction to the Discipline [1]	4

Select one of the following:		3
ENG 132	Introduction to Poetry	3
ENG 133	Introduction to Fiction	3
ENG 137	Introduction to Literature	3
ENG 138	Introduction to Drama	3
ENG 152	Introduction to World Literature	3
ENG 231	Survey of African American Literature	3
ENG 232	Calabash: Caribbean Literature and Culture	3
ENG 234	Introduction to Film	3
ENG 235	Introduction to American Literature	3
ENG 236	Introduction to British Literature	3
Select one of the following:		6
ENG 320	Topics in World Literature I	4
ENG 332	Women Playwrights	3
ENG 360	Topics in English Studies	4
ENG 363	Mythology	4
ENG 364	Literature and the Bible	4
ENG 365	Children's and Young Adult Literature	4
ENG 380	Introduction to Literary Genres	4
ENG 460	Themes in Literature	4
ENG 461	Major Women Writers	4
ENG 480	Topics in Genre Study	4
Education Concentration Requirements		
ENG 311	Literary Study and Research	4
or ENG 312	Rhetoric and Composing Theories	
Select three courses from the following literature categories: [2]		
American Literature		
ENG 330	Topics in American Literature I	4
ENG 335	Early American Literature	4
ENG 336	American Literature-1865 to the Present	4
ENG 430	Topics in American Literature II	4
ENG 433	Contemporary American Novel	4
ENG 434	Literature and Culture of Early America	4
ENG 435	American Literature 1820-1865	4
ENG 436	The American Novel, 1865-1915	4
ENG 437	American Literature Between the Wars	4
ENG 438	African-American Literature	4
ENG 440	Major Figures in American Literature Since 1900	4
ENG 445	Midwestern Literature	4
British Literature		
ENG 342	Playing Shakespeare	4
ENG 351	The British Victorian Novel	4
ENG 443	Chaucer and His Era	4
ENG 444	Milton	4
ENG 447	Arthurian Literature	4
ENG 448	The Shakespeare Project	4
ENG 449	The British Romantics	4
ENG 450	Topics in British Literature II	4
ENG 453	Poetry and Prose of the Victorian Age	4
ENG 454	The British Novel from Dickens to Hardy	4
ENG 455	Modern British Literature	4
ENG 456	Contemporary British Literature	4
World Literature or Multicultural Literature		
ENG 420	Topics in World Literature II	4
ENG 425	European Literature: Ancient Greek and Biblical Motives, 1880-Present	4
Analytical Writing/Rhetoric or Linguistics/Structure of Grammar		
ENG 302	Introduction to Linguistics	4
ENG 404	History of English Language	4
ENG 405	Professional and Technical Writing	4
ENG 406	Writing Essays and Reviews	4
ENG 407	The Theory and Practice of Composition and Rhetoric in the American University	4
ENG 408	Non-Fiction Writing	4
ENG 409	Rhetoric and Composition in Digital Media	4
ENG 410	Topics in Composition or Linguistics	4
ENG elective course at the 300- or 400-level		4

1 On-campus English majors must select from one of the concentrations by the end of ENG 301.

2 Two of the three courses coming from different categories and at least two courses at the 400-level.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[1]	Rhetoric and College Writing	3
Freshman Seminar (Social Science or Hum)[1]		3
Science with lab (life or physical science)[1]		4
COM 112[1]	Oral Communication	3
Math Applied[1]		3
	Hours	**16**
Spring		
ENG 102[1]	College Writing and Civic Engagement	3
Comparative Societies (Social Science or Hum)[1,5]		3
Humanities[1]		3
Math Skills[1]		3
Social/Behavioral Science course[1]		3
	Hours	**15**
Year 2		
Fall		
Science without lab (life or physical science)[1]		3
Social/Behavioral Science course[1]		3
Visual/Performing Arts Humanities Requirement[1]		3
TEP 207	Foundations of American Education	3
TEP course[4]		3
	Hours	**15**
Spring		
ECCE - Global Awareness[2]		3

TEP course[4]		3
TEP course[4]		3
ENG 100/200-level Literature Survey Course[3]		3
TEP course[4]		3
	Hours	**15**
Year 3		
Fall		
ENG Upper-Division Children's Lit or Drama[3]		4
ENG Specialty Course[3,6]		4
ENG 301[3]	Introduction to the Discipline	4
TEP course[4]		3
TEP course[4]		3
	Hours	**18**
Spring		
Upper-Division Linguistics or Analytic Writing[3]		4
ENG 311 or 312[3]	Literary Study and Research	4
TEP course[4]		3
TEP course[4]		3
TEP course[4]		3
	Hours	**17**
Year 4		
Fall		
Upper-Division American Literature Course[3,7]		4
Upper-Division British Literature Course[3,7]		4
Upper-Division World Literature Course[3,7]		4
Upper-Division ENG Elective[3]		4
UNI 301[2]	ECCE: Speakers Series	1
	Hours	**17**
Spring		
TEP 448 or 449[4]	Clinical Practice Seminar	3
TEP 450 or 451[4,8]	ECCE: Clinical Practice Grades K-9	9
	Hours	**12**
	Total Hours:	**125**

1 This Course Fulfills General Education Requirements- 43 Hours

2 Students must complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speakers Series - 10 Hours

3 English Major Course work- 34 Hours

4 Teacher Education Course work - 42 Hours

5 ENG 152 Introduction to World Literature may count as both a Comparative Societies class and a lower-division literature survey course.

6 English Specialty courses are Topics or Linguistic courses.

7 Literature courses must cover at least 2 categories: American, British, World, or Other. At least 2 Literature courses must be at the 400-level.

8 TEP 450 ECCE: Clinical Practice Grades K-9/TEP 451 ECCE: Clinical Practice Grades 6-12 will also count as 6 credits toward ECCE: Engagement Experience

Note: For teaching certification, no more than one 200-level ENG course can count for certification. Also, all ENG courses must get a C or above to be counted towards certification as an English teacher in Illinois.

Literary Studies Concentration

Required Core Courses		
ENG 301	Introduction to the Discipline [1]	4
Select two of the following:		6
ENG 132	Introduction to Poetry	3
ENG 133	Introduction to Fiction	3
ENG 137	Introduction to Literature	3
ENG 152	Introduction to World Literature	3
ENG 231	Survey of African American Literature	3
ENG 232	Calabash: Caribbean Literature and Culture	3
ENG 234	Introduction to Film	3
ENG 235	Introduction to American Literature	3
ENG 236	Introduction to British Literature	3
Select one of the following:		4
ENG 302	Introduction to Linguistics	4
ENG 332	Women Playwrights	3
ENG 360	Topics in English Studies	4
ENG 364	Literature and the Bible	4
ENG 365	Children's and Young Adult Literature	4
ENG 380	Introduction to Literary Genres	4
ENG 404	History of English Language	4
ENG 410	Topics in Composition or Linguistics	4
ENG 460	Themes in Literature	4
ENG 461	Major Women Writers	4
ENG 480	Topics in Genre Study	4
Literary Studies Concentration Requirements		
ENG 311	Literary Study and Research	4
Select three from any of the following categories: [2]		12
American Literature		
ENG 330	Topics in American Literature I	4
ENG 335	Early American Literature	4
ENG 336	American Literature-1865 to the Present	4
ENG 430	Topics in American Literature II	4
ENG 433	Contemporary American Novel	4
ENG 434	Literature and Culture of Early America	4
ENG 435	American Literature 1820-1865	4
ENG 436	The American Novel, 1865-1915	4
ENG 437	American Literature Between the Wars	4
ENG 438	African-American Literature	4
ENG 440	Major Figures in American Literature Since 1900	4
ENG 445	Midwestern Literature	4
British Literature		
ENG 342	Playing Shakespeare	4
ENG 351	The British Victorian Novel	4
ENG 443	Chaucer and His Era	4
ENG 444	Milton	4
ENG 447	Arthurian Literature	4
ENG 448	The Shakespeare Project	4
ENG 449	The British Romantics	4
ENG 450	Topics in British Literature II	4
ENG 453	Poetry and Prose of the Victorian Age	4
ENG 454	The British Novel from Dickens to Hardy	4
ENG 455	Modern British Literature	4
ENG 456	Contemporary British Literature	4
World Literature		
ENG 320	Topics in World Literature I	4
ENG 363	Mythology	4
ENG 420	Topics in World Literature II	4
ENG 425	European Literature: Ancient Greek and Biblical Motives, 1880-Present	4
ENG Elective at the 300- or 400-level		4
Total Hours		**216**

1. On-campus English majors must select from one of the concentrations by the end of ENG 301 (http://catalog.uis.edu/search/?P=ENG%20301).
2. Two of the three courses coming from different categories and at least two courses at the 400-level.

Writing, Rhetoric, and Language Concentration

Required Core Courses		
ENG 301	Introduction to the Discipline [1]	4
Select two of the following:		6
ENG 132	Introduction to Poetry	3
ENG 133	Introduction to Fiction	3
ENG 137	Introduction to Literature	3
ENG 152	Introduction to World Literature	3
ENG 231	Survey of African American Literature	3
ENG 232	Calabash: Caribbean Literature and Culture	3
ENG 234	Introduction to Film	3
ENG 235	Introduction to American Literature	3
ENG 236	Introduction to British Literature	3
Select one of the following:		4
ENG 320	Topics in World Literature I	4
ENG 332	Women Playwrights	3
ENG 360	Topics in English Studies	4
ENG 363	Mythology	4
ENG 364	Literature and the Bible	4
ENG 365	Children's and Young Adult Literature	4
ENG 380	Introduction to Literary Genres	4
ENG 410	Topics in Composition or Linguistics	4
ENG 420	Topics in World Literature II	4
ENG 460	Themes in Literature	4
ENG 461	Major Women Writers	4
ENG 480	Topics in Genre Study	4
Writing, Rhetoric, and Language Concentration Requirements		
ENG 312	Rhetoric and Composing Theories	4
Select three from the following categories: [2]		12
Creative Writing		
ENG 370	Topics in Creative Writing I	4
ENG 371	Creative Writing Poetry	4
ENG 470	Topics in Creative Writing II	4
ENG 471	Creative Writing: Nonfiction	4
ENG 480	Topics in Genre Study	4
Professional Writing and Rhetoric		
ENG 405	Professional and Technical Writing	4
ENG 406	Writing Essays and Reviews	4
ENG 407	The Theory and Practice of Composition and Rhetoric in the American University	4
ENG 408	Non-Fiction Writing	4
ENG 409	Rhetoric and Composition in Digital Media	4
Language/Linguistics		
ENG 302	Introduction to Linguistics	4
ENG 404	History of English Language	4
ENG elective course at the 300- or 400-level		4
Total Hours		**156**

1 On-campus English majors must select from one of the concentrations by the end of ENG 301.

2 Choose two courses from different categories and at least two at the 400-level.

History

Bachelor of Arts
Undergraduate Minor
Master of Arts (p. 165)

www.uis.edu/history/
Email: his@uis.edu
or hisonline@uis.edu
Office Phone: (217) 206-6779
Office Location: UHB 3050

The Department of History explores links between the past and our contemporary world. History helps us craft narratives of the past based on the interpretation of a wide range of artifacts from the past. Through the study of history, students learn to compare elements of their own culture with those of other cultures and from other time periods. Students consider the impact, lives, and perspectives of individual men and women in the histories of both the United States and the world, while appreciating the significance of national and trans-national structures and forces such as cultures, economics, the environment, gender, religions, politics, and war. Students both examine those historical perspectives that are well represented by the documentary record and consider ways of recovering perspectives that have been silenced.

Learning Experiences

Learning experiences available to history majors include regular classroom courses; independent studies and tutorials; study abroad; and Applied Study Term internships at libraries, archives, historic sites, and other institutions, particularly in state government. The history curriculum includes courses covering America from the colonial era to the present; interdisciplinary, trans-national thematic courses in such areas as imperialism, the history of religion and women's history; courses in the history of Europe, Asia, and other world regions; and courses analyzing historic forces shaping the contemporary world.

History Honors

The History Department offers an honors course of study to encourage and reward undergraduate research in history.

To be eligible for admission to the History honors course of study, students must have completed 75 credits toward the HIS bachelor's degree, and must have completed HIS 301 with a grade of B or better (grades of B- or lower will not be counted). Additionally, students must have earned a cumulative UIS undergraduate grade point average of no less than 3.0, as well as a 3.65 grade point average in history courses.

Students meeting eligibility requirements may apply to be admitted to the honors course of study by filling out this form: https://illinois.edu/fb/sec/9514266. If a student decides to pursue HIS honors, (s)he should apply for admission no later than the semester preceding his/her last semester. Participation in HIS honors is optional, and once admitted, students may withdraw at any time.

To graduate with HIS honors, students must meet **all** of the following requirements (partial credit will not be given):

- Complete two enhanced courses or one enhanced course and a study abroad experience. (An enhanced course means enrolling in a 400-level HIS course and completing requirements for graduate level work, or comparable requirements negotiated between the student and the instructor.) It is the student's responsibility to obtain written verification from his/her instructor(s) that course work has been completed at an enhanced level, and/or that (s)he has participated in a study abroad program. Documentation must be submitted as part of the course requirements for HIS 402.
- Complete HIS 402 Honors Research Seminar with a B or better (grades of B- or lower will not be counted). HIS 402 is offered as an online course during the spring semester. The focus of the course will be primary-source research and students must complete a major research project. Additionally, students will complete a reflective statement of learning which discusses the impact of and links between their enhanced courses, study abroad experiences (if applicable), research presentations (if applicable), and research project.
- Maintain the minimum cumulative UIS undergraduate GPA of 3.0 and HIS program GPA of 3.65 that was required for admission to the honors course of study.

History/Teacher Education

History majors can be licensed to teach at the elementary or secondary level. Students must apply separately to the Teacher Education Program (TEP). Students seeking licensure will be assigned both a history advisor and a TEP advisor, whom they should consult regularly to make sure they satisfy requirements for both the major and licensure. Students interested in licensure should consult the teacher education section of this catalog.

The Bachelor's Degree

The baccalaureate curriculum is organized for students who hope to place their world in historical perspective. Education in history at the University of Illinois Springfield is broad-based humanities training, providing students with research capabilities, analytical methods, and communication skills that are useful in many fields. The curriculum prepares students for careers in fields such as history, politics, government, business, law, journalism, writing, and administration. Through internships, students are able to test career possibilities where the research and analytical skills of the historian are appropriate.

Advising (All HIS Majors)

Each student is assigned both an academic advisor and a faculty advisor to assist in planning an individual program of study responsive to the student's interests and goals and designed to meet the requirements of the History Department. Students are strongly encouraged to consult with their advisors regularly, especially before enrolling for their first and last semesters. Questions about advising may be directed to the History Department by email (his@uis.edu), or phone at (217) 206-6779. Students who are enrolled in the Teacher Education Program (TEP) must consult regularly with their TEP advisor.

Grading Policy (All HIS Majors)

History courses for which the student has attained a grade of C or better will be applied toward the B.A. degree (grades of C- or lower will not be accepted). History courses taken as CR/NC will be applied toward the degree if a grade of CR is attained. History majors may

repeat program courses for grade improvement only once without seeking department approval.

Degree Requirements for All HIS Students

Lower-division Requirements

To pursue a major in history, students must complete two courses from the following list of classes on historical regions and themes (6 hours total). The two courses must be from different categories of historical regions and themes. Alternatively, students can transfer equivalent courses from an accredited institution. Comparative Societies courses with an HIS prefix can be used to fulfill both the Comparative Societies requirements and history lower-division requirements provided students graduate with sufficient total credits.

Categories of Historical Regions and Themes (6 Hours)

World History		
Select one of the following:		3
HIS 106	Peoples of the Past	
HIS 118	Making of the West	
HIS 119	Gods & Heroes of Early Europe	
Comparative Religion		
HIS 150	Topics in Comparative Religion	3
Europe		
HIS 202	European History	3
United States		
HIS 204	U.S. History to 1877	3
or HIS 205	U.S. History Since 1877	
Middle East		
Select one of the following:		3
HIS 160	Topics in Middle Eastern History	
HIS 161	Introduction to the Modern Middle East	
HIS 211	Women in the Middle East	
East Asia		
HIS 176	History of Premodern East Asia	3
or HIS 177	History of Modern East Asia	

Graduation Requirements

Upper-division Core Requirements		
HIS 301	The Historian's Craft [1]	3
HIS 401	Senior Seminar [1]	3
Select two non-U.S. History Courses from the following:		8
HIS 360	Topics in Warfare	
HIS 365	ECCE: Culture Wars/Europe	
HIS 371	Islamic Civilization	
HIS 373	ECCE: Reading Arab Pasts	
HIS 375	ECCE: Conflict in the Middle East	
HIS 378	ECCE: Christian-Muslim Encounters	
HIS 411	ECCE:Democracy and Democratic Theory	
HIS 412	Alexander the Great	
HIS 414	ECCE: Cleopatra's Egypt	
HIS 416	Rise of Rome	
HIS 417	Caesar to Charlemagne	
HIS 419	Egyptology	
HIS 422	ECCE: Politics and Religion: Culture Wars	
HIS 424	ECCE: Ancient Sport and Spectacle	
HIS 459/ENS 412	World Environmental Thought	
HIS 461/PHI 459	Europe in the 18th Century: The Enlightenment	
HIS 462	ECCE: Conflict in 19th Century Europe	
HIS 463	Europe In The 20th Century	
HIS 467	Renaissance and Reformation Europe	
HIS 470	Topics in 20th Century World History	
HIS 471	ECCE: The Pacific War: World War II in East Asia	
HIS 472	Imperial Russia	
HIS 473	History of the Soviet Union	
HIS 475	ECCE: Nationalism and Imperialism	
HIS 476	Modern China	
HIS 477	Premodern Japan	
HIS 478	Modern Japan	
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History	
HIS 480	Topics in Pre-Modern World History	
HIS/WGS 481	Women in Chinese and Japanese History	
HIS 482	Samurai in History and Romance	
HIS 483	ECCE: Anime, History, and Memory	
HIS 487	History of Christmas	
HIS 488	Eastern Christianity	
Upper Division Elective History Courses		
Options: any 300-level or 400-level HIS course not used to fulfill another HIS degree requirement.		19
Total Hours		**33**

[1] Students must earn no less than a C in HIS 301 as a prerequisite for HIS 401. HIS 301 and HIS 401 may not be taken during the same semester.

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements.

Courses from other departments may count for history credit when they support the student's degree plan and are approved in advance.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Recommended Course Schedule – UIS Gen Ed

Year 1		
Fall		**Hours**
ENG 101[1]	Rhetoric and College Writing	3
Freshman Seminar[1,5]		3
Math Skills[1]		3

Science with lab (either life or physical science)[1]		4
	Hours	**13**
Spring		
ENG 102[1]	College Writing and Civic Engagement	3
Comparative Societies (Hum or SS)[1,5]		3
HIS 1XX or 2XX (Historical Regions and Themes) (Humanities or Social Sciences)[3,6]		3
Social/Behavioral Science course[1]		3
COM 112[1]	Oral Communication	3
	Hours	**15**
Year 2		
Fall		
Math Applied[1]		3
Social/Behavioral Science course[1]		3
Visual/Performing Arts Humanities Requirement[1]		3
HIS 1XX or 2XX (Historical Regions and Themes) (Humanities or Social Sciences)[3,5]		3
Lower Division elective or minor course[4]		3
	Hours	**15**
Spring		
Science without lab (either life or physical science)[1]		3
ECCE[2,7]		3
Lower Division elective or minor course[4]		3
Lower Division elective or minor course[4]		3
Lower Division elective or minor course[4]		3
	Hours	**15**
Year 3		
Fall		
Non-U.S. History Course[3]		4
HIS 301[3,7]	The Historian's Craft	3
ECCE[2,7]		3
HIS Elective[3]		4
Lower Division elective or minor course[4]		3
	Hours	**17**
Spring		
HIS Elective[3]		3
HIS Elective[3]		4
Non-U.S. History Course[3]		4
Lower Division elective or minor course[4]		3
Lower Division elective or minor course[4]		3
	Hours	**17**
Year 4		
Fall		
HIS Elective[3]		4
HIS Elective[3]		4
Upper Division elective or minor course[4]		3
Upper Division elective or minor course[4]		3
	Hours	**14**
Spring		
HIS 401[3,9]	Senior Seminar	3
Non-US History Course[3]		4
ECCE[2,7]		3
UNI 301[2]	ECCE: Speakers Series	1
Upper Division elective or minor course[4]		3
	Hours	**14**
	Total Hours:	**120**

1. This Course Fulfills General Education Requirements- 43 Hours If Freshman Seminar = Humanites then Comparative Societies = Social Science and visa versa
2. Students must complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speakers Series - 10 Hours
3. History Major course work - 39 Hours
4. Upper Division Electives- minimum 12 Hours of 300/400-level courses, may be course work that can be selected to earn a minor; can be outside of major.
5. If History courses are taken as Freshman Seminar and/or Comparative Societies, courses can count as lower-division History survey requirement.
6. Lower-division History survey courses must cover two different regions or eras.
7. History ECCE courses can be counted twice: once as an ECCE requirement and once as a History Elective.
8. We plan to offer HIS 301 every semester & students may want to take it in their fourth rather than fifth semester. The dept. recommends that students take HIS 301 either before or as soon as they begin their upper-division course work.
9. We plan to offer HIS 401 every semester. Most students should take it in their last semester, but TEP minors should plan to take it in the fall rather than the spring, if they plan to student teach in the spring.

Online Degree Program

The Online History Degree Program is identical to the on-campus program except for admission requirements. The online program allows students to participate actively in dynamic, diverse, and interactive online learning communities and to complete their degrees in their own time and at their own pace via the Internet. The online format enables them to complete coursework using the latest networked information technologies for increased access to educational resources, advisers, and materials.

The History Online Program invites applications from any students who live more than 50 miles from UIS, as well as students within the fifty-mile range who have a documented disability.

Admission Requirements

Admission Requirements for Online HIS Students

To be considered for the online program, applicants must meet the following requirements:

- Have access to the Internet and possess computer skills necessary to study online; and
- Have achieved a cumulative GPA of 2.50 (on a 4.00 scale) from an accredited college or university.

Additionally, applicants to the online program must submit a statement of intent (not more than 500 words) in which they address the following items:

- Their ability to succeed in an online degree program, specifically the extent to which they possess good study skills, can work independently, can set and achieve both long-term and short-term goals, and can meet deadlines;
- Their academic background;
- Their rationale for pursuing a degree in history;
- Their rationale for wanting to complete the degree online at UIS; and
- Other relevant experience.

The statement of intent should be emailed to hisonline@uis.edu or mailed to:

Online History Department Program Coordinator
University of Illinois at Springfield
One University Plaza, MS UHB 3050
Springfield, IL 62703-5407

Application Review Dates for Online History Students

Applications are reviewed on a rolling admission basis. Once an application is complete, it is delivered to the Department Chair for a decision.

Technology Needs for Online History Students

Minimum specifications for using BlackBoard on both PC and Mac platforms can be found at http://online.uis.edu/browsertest/, the web site for the Center for Online Learning, Research and Service.

Some software and applications may require more advanced specifications, and UIS Technical Support suggests the following:

- Windows XP or higher / Mac OS X
- 1.5 Ghz processor or higher
- 1 Gb of RAM
- Broadband internet connection (cable / dsl)
- Sound card and headset
- Video card with minimum resolution of (1024x768)

History Minor

To earn a minor in history, students must complete a minimum of 17 semester hours, including 14 hours of upper-division course work at UIS. Transfer credit is evaluated on a case-by-case basis through the student petition process. Students should consult with a History Department faculty member in designing and meeting the requirements for a minor.

Lower-Division Requirements		
One Course Emphasizing Historical Regions or Themes		
Select one course from the following region or theme options:		3
World History		
HIS 106	Peoples of the Past	
or HIS 107	Globalization and Power	
or HIS 118	Making of the West	
or HIS 119	Gods & Heroes of Early Europe	
Comparative Religion		
HIS 150	Topics in Comparative Religion	
Europe		
HIS 202	European History	
United States		
HIS 204	U.S. History to 1877	
or HIS 205	U.S. History Since 1877	
Middle East		
HIS 160	Topics in Middle Eastern History	
or HIS 161	Introduction to the Modern Middle East	
or HIS 211	Women in the Middle East	
East Asia		
HIS 176	History of Premodern East Asia	
or HIS 177	History of Modern East Asia	
Upper-Division Requirements		
HIS 301	The Historian's Craft	3
Select one Upper-Division History Elective Course in non-U.S. History from the following:		4
HIS 360	Topics in Warfare	
HIS 365	ECCE: Culture Wars/Europe	
HIS 371	Islamic Civilization	
HIS 375	ECCE: Conflict in the Middle East	
HIS 378	ECCE: Christian-Muslim Encounters	
HIS 411	ECCE:Democracy and Democratic Theory	
HIS 412	Alexander the Great	
HIS 414	ECCE: Cleopatra's Egypt	
HIS 416	Rise of Rome	
HIS 417	Caesar to Charlemagne	
HIS 419	Egyptology	
HIS 422	ECCE: Politics and Religion: Culture Wars	
HIS 424	ECCE: Ancient Sport and Spectacle	
HIS 459/ENS 412	World Environmental Thought	
HIS 460	Studies in Latin American History	
HIS 461/PHI 459	Europe in the 18th Century: The Enlightenment	
HIS 462	ECCE: Conflict in 19th Century Europe	

HIS 463	Europe In The 20th Century
HIS 467	Renaissance and Reformation Europe
HIS 468	History Of Spain
HIS 470	Topics in 20th Century World History
HIS 471	ECCE: The Pacific War: World War II in East Asia
HIS 472	Imperial Russia
HIS 473	History of the Soviet Union
HIS 474	Vietnamese History
HIS 475	ECCE: Nationalism and Imperialism
HIS 476	Modern China
HIS 477	Premodern Japan
HIS 478	Modern Japan
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History
HIS 480	Topics in Pre-Modern World History
HIS/WGS 481	Women in Chinese and Japanese History
HIS 482	Samurai in History and Romance
HIS 483	ECCE: Anime, History, and Memory
HIS 487	History of Christmas
HIS 488	Eastern Christianity
Upper-Division History Electives	
Options: Any 300-level or 400-level HIS course not used to fulfill another HIS minor requirement	7
Total Hours	**17**

Grading Policy

History courses for which the student has attained a grade of C or better will be applied toward the HIS minor (grades of C- or lower will not be counted). History courses taken as CR/NC will be applied toward the minor if a grade of CR is attained. Courses may be repeated for grade improvement only once without seeking department approval.

Information Systems Security

Bachelor of Science

csc.uis.edu/
Email: csc@uis.edu
Office Phone: (217) 206-6770
Office Location: UHB 3100

Departmental Goals and Objectives

In the Bachelor of Science in Information Systems Security, housed in the Department of Computer Science, students will learn the fundamentals of information security including design and implementation of secure systems, security assessment, and computer security ethics. Students will utilize a variety of cutting edge technologies and labs in many hands-on learning activities. Following completion of the B.S. in Information Systems Security degree students will:

1. exhibit understanding of the crucial concepts of information systems security;
2. demonstrate and communicate best security practices and ethics; and
3. be able to design and implement secure systems. The B.S. in ISS will be offered in both on-ground and online formats.

Graduates of the B.S. in Information Systems Security program will have the necessary skill set to enter into security-centric careers in network and computer administration, system analysis, computer support, and the like. In addition, students will be equipped to enter into related graduate level programs in Computer Science.

Students have access to an outstanding variety of computing systems including a Sun fileserver, additional UNIX-based computers, a parallel processing cluster, microcomputers, and a hands-on network configuration laboratory. UIS has received national recognition as a partner in the NSF Center for Systems Security and Information Assurance (CSSIA) www.cssia.org/ (http://www.cssia.org).

The UIS Computer Science Department is a Cisco Regional Networking Academy, serving as the instruction center for local academies at high schools, career centers, community colleges, and universities in central Illinois.

The Computer Science Department's curriculum is certified by the Committee of National Security Systems and the National Security Agency. The Computer Science Department has been designated as a National Center of Academic Excellence in Information Assurance Education. The National Security Agency (NSA) and the Department of Homeland Security (DHS) jointly sponsor the National Centers of Academic Excellence in Information Assurance Education (CAEIAE) Program.

Computer laboratories are open evenings and weekends; some systems are available 24 hours a day. On-campus students have high-speed, wired and wireless internet access.

Assessment

The Computer Science Department assesses all students for communication skills and for knowledge of computer science. Assessment is intended to help students in their academic planning and their development as computer scientists.

The process begins in CSC 305 Entrance Assessment, which must be taken the first semester of enrollment as a Computer Science major. The entrance assessment is an examination of the student's knowledge of the core areas of computer science. During this course, students begin a portfolio to which selected assignments will be added from each of the core computer science courses. The process concludes with CSC 405 Exit Assessment, which must be taken the final semester before graduation. The exit assessment helps students assess their progress and helps the faculty revise the curriculum.

Internships

Students have the opportunity to gain credit toward the degree through Internships and Prior Learning (EXL). This is an excellent opportunity for students to gain practical in-the-field or on-the-job experience. Placements have included state agencies, insurance companies, the SIU School of Medicine, computer companies, and other businesses throughout central Illinois. Online students can arrange for local placements.

The Bachelor's Degree

Admission Requirements

The B.S. degree in Information Systems Security is offered in both an on-campus and an online format. Formal application to the degree is required for admission. In addition to the materials required for general admission, applicants to the B. S. in Information Systems Security degree program must submit the Statement of Purpose form (https://illinois.edu/fb/sec/8834440/). Students whose native language is not English must meet the Basic Entrance Requirement for English Language Proficiency. Enrollment in CSC 305 Entrance Assessment is required during the first semester. Entrance requirements for transfer students include the equivalent of two semesters of Java programming and one semester each of business calculus or calculus, discrete or finite mathematics, and statistics. Though it is preferred that online students already have completed program entrance requirements, online and on-campus students may take CSC 225, CSC 275, MAT 113 or MAT 115, CSC 302 or MAT 302 or MAT 114and MAT 121 at UIS to satisfy these requirements. Students must complete the Java Programming (CSC 225, CSC 275) and Discrete/Finite Mathematics requirements prior to enrolling in upper-division core computer science classes. Students considering an advanced degree or a career in a scientific field are strongly encouraged to take a second semester of calculus.

Advising

On acceptance, students are assigned a member of the Computer Science faculty to serve as their academic advisor. Before registering for the first time, the student should discuss an appropriate course of study with their academic advisor.

Grading Policy

CSC courses must be taken for a letter grade. A cumulative grade point average of 2.0 is required to graduate.

Transfer Courses

Transfer courses for the Information Systems Security BS are evaluated on a case-by-case basis and approved by Student Petition.

Degree Requirements

The core curriculum provides a strong foundation in information systems security. CSC electives are chosen in consultation with the student's academic advisor, to ensure depth of knowledge in topics of particular interest to the student.

Core Courses [1]		
CSC 305	Entrance Assessment	0
CSC 405	Exit Assessment	0
CSC 421	Introduction to Computer Networks	4
CSC 430	Foundations of Network Security and Information Assurance	4
CSC 431	Network Security & Computer Ethics	4
CSC 368	Systems Programming Languages	4
CSC 465	Windows Network Administration	4
CSC 438	Systems Security and Information Assurance Capstone	4
Elective Courses [2]		
CSC Information Systems Security Electives		12
Total Hours		**36**

1. Core courses must be taken at UIS. Exceptions may be requested.
2. Applicable CSC electives are numbered CSC 350 or higher and must be chosen in consultation with a CSC academic advisor. Courses numbered CSC 410, CSC 442 or CSC courses that include “ECCE” in the title may not be counted as a ISS Elective.

Students should consult with advisors in the major for specific guidance regarding completion of general education requirements.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Recommended Course Schedule - UIS Gen Ed

Year 1		
Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Freshman Seminar (Humanities or Soc Sci)[2]		3
CSC 225[1]	Computer Programming Concepts I	3
MAT 113 or 115[1]	Business Calculus	4
CSC 305[4]	Entrance Assessment	0
	Hours	**13**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
CSC 275[1]	Computer Programming Concepts II	3
CSC 302[2]	Discrete Structures	4
Social Science[2]		3
Comparative Societies (Humanities or Soc Sci)[2]		3
	Hours	**16**
Year 2		
Fall		
CSC 421[4]	Introduction to Computer Networks	4
COM 112[2]	Oral Communication	3
Social/Behavioral Science course[2]		3
Science without lab (Life or Physical Sci)[2]		3
Visual/Performing Arts Humanities Requirement[2]		3
	Hours	**16**
Spring		
CSC 430[4]	Foundations of Network Security and Information Assurance	4
Science with lab (Life or Physical Sci)[2]		4
Social/Behavioral Science course[2]		3
Humanities GE[2]		3
UNI 301[3]	ECCE: Speakers Series	1
	Hours	**15**

Year 3		
Fall		
CSC 442 (ECCE U.S. Communities)[4]	ECCE: Internet in American Life	4
CSC 431[4]	Network Security & Computer Ethics	4
ISS Elective[4]		4
MAT 121[1 2]	Applied Statistics	3
	Hours	**15**
Spring		
CSC 315 (ECCE Global Awareness)[3]	ECCE: RoboEthics	4
ISS Elective[4]		4
CSC 368[4]	Systems Programming Languages	4
Lower or upper division elective OR minor course[5]		4
	Hours	**16**
Year 4		
Fall		
CSC 465[4]	Windows Network Administration	4
ISS Elective[3]		4
ECCE Elective[3]		1
Upper-division elective OR minor course[3]		2
Lower or upper division elective OR minor course[5]		4
	Hours	**15**
Spring		
CSC 438[4]	Systems Security and Information Assurance Capstone	4
Lower or upper division elective OR minor course (Calc II recommended)[5]		4
Lower or upper division elective OR minor course[5]		3
Lower or upper division elective OR minor course[5]		3
CSC 405[4]	Exit Assessment	0
	Hours	**14**
	Total Hours:	**120**

1 Math and CSC Courses Required in Addition to the Core CSC - 17 Hours

2 These Courses Fulfill General Education Requirements- 39 Hours If Freshman Seminar = Humanities then Comparative Societies = Social Science and visa versa.

3 Students need to complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speaker Series - 10 Hours. You may repeat UNI 301 Speaker Series for 1 additional hour of ECCE (requires a petition of approval). You may choose to take AST 300 for 3 hours and meet both the ECCE 1 hour and the 2 hours of general electives requirement.

4 ISS Major Course work- 36 Hours

5 These courses may be Lower or Upper Division electives or minor courses. You will need to make sure you have at least 48 hours of Upper Division credits.

Online Degree

UIS offers the B.S. in Information Systems Security online. Applicants to the online degree program must have at least 30 semester hours of college-level transfer credit with a cumulative grade point average of at least 2.00 on a 4.00 scale. The online Computer Science degrees have the same requirements as the on-campus degrees, allowing students to actively participate in dynamic, diverse, and interactive online learning. The online format enables them to complete coursework using the latest networked information technologies for increased interaction with educational resources, advisors, and materials. Applicants to either the online or on campus B.S. degree are accepted each spring and fall semester. The Computer Science Department may, at its own discretion, accept new students in other terms.

Liberal Studies

Bachelor of Arts in Liberal Studies
Undergraduate Minor in Liberty Studies
Master of Arts in Liberal and Integrative Studies (p. 168)

www.uis.edu/liberalstudies/
Email: lis@uis.edu
Office Phone: (217) 206-6962
Office Location: UHB 3038

Departmental Goals and Objectives

Through careful self-assessment and goal-setting, Liberal Studies students design individual degree plans in consultation with their advisor/instructor in LIS 301 Self-Directed Learning, where students identify learning needs and strategies for meeting those needs. Students pursue their degree through course work selected from throughout the university as well as independent studies, service learning, and credit for prior learning. In order to plan a balanced degree, students choose electives that address the following seven broad subject categories: identity, work, nature, institutions, language, heritage, and art.

Although degree plans must be broad enough to meet the interdisciplinary goals of the degree, students may choose a thematic focus for their degrees, such as international studies or human resource development. In addition, students may have a minor such as African-American Studies, Business, Liberty Studies, Philosophy, or Women and Gender Studies. Online students should be aware that not all of the areas available to students taking classes on campus are available online.

Students can complete the curriculum in the classroom, entirely online via the Internet, or in combination. Learners have a good chance for success in the Liberal Studies degree if they are self-directed, able to plan ahead and meet deadlines, disciplined enough to organize individualized programs of study, and able to work independently to set and meet goals. In addition, students who choose to participate in Liberal Studies Online should be comfortable using networked information technologies, navigating the Internet, using e-mail, and learning from a distance.

The Bachelor's Degree

The structure of the Bachelor of Arts in Liberal Studies emphasizes the integration of key learning categories with a variety of instructional methods to form a well-rounded and individualized academic experience. Through customized learning activities, the degree assists students in enhancing critical thinking and problem-solving skills, living as engaged and responsible citizens, considering ethics and consequences of actions, and being familiar with a broad and integrated core of knowledge.

The Liberal Studies degree formally begins with LIS 301 Self-Directed Learning, which should ideally be taken during the first semester of a student's junior year, or during the second semester of his/her sophomore year. Prior to this, students should work with their academic advisors to ensure that they have completed (or will soon complete) the required general education curriculum and the prerequisites necessary to enter their junior year. Campus-based students who begin their degrees at UIS should complete the general education curriculum before taking LIS 301.

Admission Requirements

Students seeking admission to the Liberal Studies program must meet all campus requirements for undergraduate admission. Information about these requirements is available from the Office of Admissions. The department requires no additional application for admission.

Online Admission

Students seeking admission to the Online Liberal Studies must meet all campus requirements for undergraduate admission. In addition, applicants must have completed at least 30 hours of transfer credit prior to admission into the online program. The department recommends that applicants to the online program consider the following items before deciding to apply.

The department encourages applicants to the online program to have completed Illinois General Education requirements before applying. Students who have earned an Associate of Arts, Associate of Science, Associate of Arts and Science, or an Associate of Arts in Teaching at an Illinois school have completed Illinois General Education requirements.

If you have not completed Illinois General Education, the department recommends that you work with the LIS Program Coordinator to determine your needs and to discuss how the program may, or may not, be able to serve your General Education needs in an online format.

Liberal Studies is a writing intensive degree. Online applicants must have successfully completed at least two semesters of freshman-level composition for admission into the program.

Transfer Courses

There are no special prerequisite courses for this major.

Advising

On completion of LIS 301, degree plans are approved by the department, although it is expected that the degree plan will change as new courses or ideas emerge for the student.

Revisions are approved by the academic adviser or Program Director. Final department approval of a student's degree is granted through the successful completion of LIS 451 Senior Seminar.

Students should consult with advisers in the major for specific guidance regarding the completion of general education requirements. The Department's online coordinator can advise students on most matters and answer many questions, while faculty within the program and the Program Director can offer definitive departmental advice on academic matters.

Grading Policy

The following courses are offered only on a CR/NC basis: LIS 301, LIS 342, LIS 380 and LIS 451.

Communication Skills

All competencies necessary to attain the student's goals, including communication skills, are addressed in the degree plan. Assessment of written communication skills occurs throughout LIS 301 culminating in the student's degree plan. Communication skills are further developed as documented by the student's degree plan. Completion of the degree plan constitutes certification of communication skills as required by UIS. This certification of the communication skills is again earned when a student successfully completes LIS 451 Senior Seminar.

Designated Boyer Area Courses

In order to plan a balanced degree program, students must choose electives that address the following seven Boyer categories, at least one upper-division course in each of the seven areas listed is required:

- Identity, the search for meaning
- Work, the value of vocation
- Nature, ecology of the planet
- Institutions, the social web
- Language, the crucial connection
- Heritage, the living past
- Art, the esthetic dimension

Specific Boyer area courses will be determined during the student's enrollment in LIS 301 with the development of their personalized degree plan. The LIS program must approve all changes to this plan and verify degree completion via submission of the *Graduation Application Signature* form to the Office of Records and Registration. The LIS department will not submit this form until it has confirmed the student has demonstrated degree completion.

Degree Requirements

Core Courses		
LIS 301	Self-Directed Learning	4
LIS 451	Senior Seminar	3
At least 12 hours of 300 or 400 level LIS prefix courses in addition to LIS 301 and LIS 451 [1]		0-12
Boyer Category Courses: At least 3 hours of 300 or 400 level courses must be completed in each Boyer area		

Art		3
Any 300- or 400-level ART, MUS, or THE course		
AAS 335	ECCE: Black Women in Film History	
COM 323	Voice and Movement	
COM 337	Digital Media: Print	
COM 338	Digital Media: Web	
COM 352	Visual Storytelling and Reporting	
COM 373	Intermediate Acting	
COM 459	The Beatles: Popular Music and Society	
ENG 342	Playing Shakespeare	
ENG 381	ECCE: Graphic Novel	
LIS 344	ECCE: Serving up Art	
LIS 366	ECCE: European Cinema	
LIS 431	The Beatles: Popular Music and Society	
LIS 432	ECCE: Expatriate Paris	
LIS 447	ECCE: Symbolist Movement in Europe: 1850 - 1920	
PHI 432	Philosophy of Art	
SOA 319	ECCE: Music and Social Justice	
SOA 335	Jazz in American Culture	
SOA 419	ECCE: American Musics	
Heritage		3
Any 300- or 400-level AAS course		
ART 366	ECCE: European Cinema	
ART 419	Egyptology	
ART 463	Modern Art History	
ART 464	Contemporary Art History	
ART 465	Women in Art: Discovering Her Story	
COM 424	Gender Communication	
COM 425	ECCE: Intercultural Communication	
COM 472	Political Communication in the United States	
COM 478	ECCE:Communicating About Race	
CRJ 347	ECCE: Race, Class, and Social Justice	
CRJ 463	Introduction to Human Rights	
ECO 408	History Of Economic Thought	
ENG 321	ECCE: From China to Chinese America	
ENG 324	ECCE: Contemporary African Literature	
ENG 330	Topics in American Literature I	
ENG 331	ECCE: Asian American Women	
ENG 332	Women Playwrights	
ENG 335	Early American Literature	
ENG 336	American Literature-1865 to the Present	
ENG 337	ECCE: American Souths	
ENG 351	The British Victorian Novel	
ENG 364	Literature and the Bible	
ENG 365	Children's and Young Adult Literature	
ENG 404	History of English Language	
ENG 434	Literature and Culture of Early America	
ENG 435	American Literature 1820-1865	
ENG 436	The American Novel, 1865-1915	
ENG 437	American Literature Between the Wars	
ENG 438	African-American Literature	
ENG 440	Major Figures in American Literature Since 1900	
ENG 445	Midwestern Literature	
ENG 448	The Shakespeare Project	
ENG 449	The British Romantics	
ENG 450	Topics in British Literature II	
ENG 453	Poetry and Prose of the Victorian Age	
ENG 454	The British Novel from Dickens to Hardy	
ENG 461	Major Women Writers	
ENG 481	ECCE: Memoirs Across Cultures	
GBL 325	ECCE: Latina/o USA	
GBL 442	Mexican Migration to the U. S.	
GBL 464	Introduction to Human Rights	
HIS 325	ECCE: Latina/o USA	
HIS 345	ECCE: US Women's History	
HIS 352	History of American Law	
HIS 360	Topics in Warfare	
HIS 371	Islamic Civilization	
HIS 375	ECCE: Conflict in the Middle East	
HIS 378	ECCE: Christian-Muslim Encounters	
HIS 412	Alexander the Great	
HIS 416	Rise of Rome	
HIS 417	Caesar to Charlemagne	
HIS 419	Egyptology	
HIS 422	ECCE: Politics and Religion: Culture Wars	
HIS 424	ECCE: Ancient Sport and Spectacle	
HIS 427	African-American History	
HIS 429	ECCE: Civil Rights Movement of the Twentieth Century	
HIS 431	Colonial America	
HIS 432	Revolutionary America	
HIS 433	United States, 1790-1840	
HIS 434	United States, 1840-1890	
HIS 435	United States, 1890-1945	
HIS 436	United States, 1945-Present	
HIS 437	The Sixties	
HIS 438	American Environmental History	
HIS 439	American Agricultural History	
HIS 440	Topics In U.S. History	
HIS 441	The Civil War and Reconstruction	
HIS 442	American Urban History	
HIS 445	Intellectual Origins of the American Revolution	
HIS 449	American Westward Expansion	
HIS 450	Major Figures In History	
HIS 452	American Revivalism and Christian Religion	
HIS 453	ECCE: Women of Color and Minority Women	
HIS 454	The History 0f the Family	
HIS 460	Studies in Latin American History	
HIS 461	Europe in the 18th Century: The Enlightenment	
HIS 462	ECCE: Conflict in 19th Century Europe	
HIS 470	Topics in 20th Century World History	
HIS 473	History of the Soviet Union	
HIS 475	ECCE: Nationalism and Imperialism	

HIS 476	Modern China	
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History	
HIS 484	History of Sexuality in America	
HIS 487	History of Christmas	
HIS 488	Eastern Christianity	
LES 352	History of American Law	
LES 435	ECCE: American Political Thought	
LES 464	Introduction to Human Rights	
LIS 315	Individualism and Self-Reliance in America	
LIS 325	ECCE: Latina/o USA	
LIS 421	Baseball: An Interdisciplinary Approach	
LIS 424	ECCE: Ancient Sport and Spectacle	
MUS 319	ECCE: Music and Social Justice	
MUS 335	Jazz in American Culture	
MUS 419	ECCE: American Musics	
PAD 434	ECCE: The Changing American Family and Public Policy	
PHI 358	Classical Greek Wisdom	
PHI 421	Ancient & Medieval Philosophy	
PHI 425	History of Modern Philosophy	
PHI 459	Europe in the 18th Century: the Enlightenment	
PSC 404	ECCE: African Americans and American Politics	
PSC 422	ECCE: Politics and Religion: Culture Wars	
PSC 423	ECCE: Women and Politics	
PSC 435	ECCE: American Political Thought	
PSC 465	ECCE: Latina/o USA	
PSC 442	Mexican Migration to the U. S.	
SOA 325	ECCE: Latina/o USA	
SOA 434	ECCE: Women and Work	
SOA 442	Mexican Migration to the U. S.	
SOA 481	North American Indians: Culture and Ecology	
WGS 345	ECCE: US Women's History	
WGS 454	The History of the Family	
Identity		3
AAS 301	ECCE: African American Studies	
AAS 324	ECCE: Contemporary African Literature	
AAS 375	ECCE: African American Popular Culture	
AAS 455	ECCE: African American Popular Culture	
AAS 464	Women's Spirituality	
ART 471	Philosophy of Art	
BUS 331	Business, Ethics, and Society	
BUS 333	ECCE: Business Ethics	
COM 468	Persuasion	
LIS 458	ECCE: Memoirs Across Cultures	
MPH 441	Human Well Being	
PSC 325	Introduction to Political Philosophy	
PSC 326	Ideas, Ethics, and Public Policy	
PSC 433	Feminist Theories	
PSY 311	Cognitive Psychology	
PSY 321	Life-span Developmental Psychology	
PSY 322	Child Development	
PSY 323	Adolescence	
PSY 339	Psychology of Gender	
PSY 413	Psychology of Learning and Memory	
PSY 416	Psychology Of Motivation	
PSY 441	Theories of Personality	
PSY 454	Theories of Psychotherapy	
SOA 301	ECCE: Introduction to Women and Gender Studies	
SOA 322	ECCE: Gay and Lesbian Studies	
SOA 408	Feminist Theories	
SOA 457	ECCE: Masculinities	
WGS 301	ECCE: Introduction to Women and Gender Studies	
WGS 322	ECCE: Gay and Lesbian Studies	
WGS 411	Feminist Theories	
WGS 418	Queer Theory	
WGS 452	Sociology of Gender	
WGS 457	ECCE: Masculinities	
WGS 463	Native American Women's Literature and Culture	
WGS 464	Women's Spirituality	
WGS 484	History of Sexuality in America	
WGS 486	Childhood's Past	
Institutions		3
AAS 432	ECCE: African Americans and American Politics	
AAS 433	ECCE: Civil Rights Movement of the Twentieth Century	
ACC 454	ECCE: Regulation and the American Economy	
BUS 303	Current Issues in Business: A Liberal Studies Perspective	
BUS 331	Business, Ethics, and Society	
BUS 332	Legal Environment of Business	
BUS 356	Franchising	
BUS 381	ECCE: Business and Developing Countries	
BUS 483	Business Policy	
BUS 445	Financial Institution Management	
CHE 362	ECCE: Science and World Religions	
CHE 363	ECCE: Energy and the Environment	
COM 404	Media Law And Ethics	
COM 445	ECCE: Children, Adolesents, and the Media	
COM 471	Communication Ethics	
COM 472	Political Communication in the United States	
COM 478	ECCE:Communicating About Race	
CRJ 312	ECCE: Policing In America	
CRJ 313	Correctional Systems	
CRJ 316	Crime & Sentencing Policy	
CRJ 323	Physical Evidence Processing	
CRJ 324	Issues of Intervention: Law Enforcement and Human Services	
CRJ 337	Corrections and the Mass Media	
CRJ 343	ECCE: Women and Criminal Justice	
CRJ 346	ECCE: International Criminal Justice Systems	
CRJ 349	Alternatives to Incarceration	
CRJ 351	Contemporary Issues in Law Enforcement	

CRJ 352	Community Policing
CRJ 354	Critical Incident Resources and Response
CRJ 363	Gangs, Crime, and Justice
CRJ 364	ECCE: Communities, Fear, and Crime Control
CRJ 411	Crime Myths and Moral Panic
CRJ 414	Criminology of Sport
CRJ 415	ECCE: Crime and Sentencing: Global Issues
CRJ 416	Law Enforcement Challenges: Terrorism
CRJ 417	Criminal Procedure
CRJ 418	Substantive Criminal Law
CRJ 419	Justice and Juveniles
CRJ 428	Juvenile Law
CRJ 433	Probation Supervision Programs
CSC 315	ECCE: RoboEthics
CSC 442	ECCE: Internet in American Life
ECO 301	Managerial Economics
ECO 302	Macroeconomics in a Global Economy
ECO 314	Analytical Decision Making for BUS and ECO
ECO 315	Economics for Administration
ECO 335	Money, Banking, and Financial Markets
ECO 421	Comparative Economic Systems
ECO 422	Economics for Managerial Decisions
ECO 427	ECCE: Politics and Religion: Culture Wars
ECO 431	Financial Economics
ECO 437	Securities Markets
ECO 445	Economic Development
ECO 447	International Trade and Finance
ECO 449	International Business
ECO 456	Public Finance
ECO 461	Industrial Organization
ECO 485	Business Cycles
ENG 362	ECCE: Interdisciplinary Study of Work
ENG 368	ECCE: Creative Writing, Publishing, and Community
ENS 311	ECCE: Global Change in Local Places
ENS 446	ECCE: Population and Public Policy
ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs
ENS 476	ECCE: Environmental Ethics
ENS 488	ECCE: China's Environment and the World
EXL 306	ECCE: Working for Women: Service-Learning and Gender Inequality
EXL 325	ECCE: Charity to Change
EXL 361	Social Responsibility and Leadership Development Capstone
EXL 362	ECCE: Social Change and Leadership
GBL 301	Introduction to Global Studies
GBL 439	Transition in Central and Eastern Europe
GBL 464	Introduction to Human Rights
HDC 446	Family Law
HIS 375	ECCE: Conflict in the Middle East
HIS 378	ECCE: Christian-Muslim Encounters
HIS 411	ECCE:Democracy and Democratic Theory
HIS 422	ECCE: Politics and Religion: Culture Wars
HIS 424	ECCE: Ancient Sport and Spectacle
HIS 429	ECCE: Civil Rights Movement of the Twentieth Century
HIS 475	ECCE: Nationalism and Imperialism
LES 303	American Law in Comparative Perspective
LES 307	Law and Society
LES 333	ECCE: Sexual Orientation and Public Policy
LES 334	ECCE: Sexuality, Law, and Politics
LES 351	The American Jury
LES 354	Philosophy of Law
LES 414	American Constitution: Government Powers and Institutions
LES 415	The Supreme Court and Judicial Politics
LES 416	The American Constitution and Civil Liberties
LES 419	Environmental Law
LES 420	National Security Issues and the U.S. Constitution
LES 422	ECCE: Politics and Religion: Culture Wars
LES 446	Family Law
LES 447	Women in American Law
LES 448	Juvenile Law
LES 449	Employment Discrimination Law
LES 451	Law, Film and Popular Culture
LES 453	The Politics of Reproduction
LES 455	The Politics of Prosecution
LES 462	International Law and Organizations
LES 463	Labor Law
LES 473	The Law of Military Conflict
LES 474	Law of Evidence
LES 475	Government Regulations and Administrative Law
LES 477	Criminal Procedure
LES 478	Substantive Criminal Law
LES 488	ECCE: Conviction of the Innocent
LIS 344	ECCE: Serving up Art
LIS 362	ECCE: Interdisciplinary Study of Work
LIS 366	ECCE: European Cinema
LIS 411	Liberty Struggles
LIS 417	Free Market Philosophies
LIS 424	ECCE: Ancient Sport and Spectacle
LIS 447	ECCE: Symbolist Movement in Europe: 1850 - 1920
MGT 310	Managing Organizational Behavior
MGT 371	Social Responsibility and Ethics: Corporate and Public
MGT 441	Organization Development
MGT 444	ECCE: Work, Family and Community: A U. S. Perspective
MGT 461	Organization Theory
MPH 301	ECCE: Global Evironmental Health
MPH 402	ECCE: Food, Health, and Public Policy
MPH 419	Environmental Law
MPH 450	ECCE: Chemicals and the Citizen

MPH 478	ECCE: Crisis in Environmental Health
MPH 482	Food Safety Practice and Policy
MPH 484	ECCE: Environmental Policies: Air Quality
MPH 486	ECCE: Solid and Hazardous Wastes Policy
MUS 319	ECCE: Music and Social Justice
MUS 419	ECCE: American Musics
PAD 434	ECCE: The Changing American Family and Public Policy
PAD 452	Employment Discrimination Law
PAD 475	Government Regulations and Administrative Law
PAR 404	Media Law And Ethics
PHI 315	Comparative Philosophy of Religion
PHI 428	Globalization and the Future of Democracy
PHI 436	Contemporary American Political Philosophy
PHI 437	Marxist Philosophy: Past, Present, Future
PHI 448	Moral Values in Political Philosophy
PHI 485	Social Philosophy
PSC 333	ECCE: Sexual Orientation and Public Policy
PSC 334	ECCE: Sexuality, Law, and Politics
PSC 351	The American Jury
PSC 354	Philosophy of Law
PSC 371	ECCE: Introduction to Comparative Politics
PSC 373	ECCE: Introduction to International Relations
PSC 402	Legislative Politics
PSC 403	Public Opinion
PSC 405	Illinois Government and Politics
PSC 406	The American Presidency
PSC 408	American Political Behavior
PSC 409	Political Parties and Interest Groups
PSC 410	Public Policy Processes
PSC 414	Appellate Advocacy: Moot Court
PSC 415	The Supreme Court and Judicial Politics
PSC 416	The American Constitution and Civil Liberties
PSC 419	Environmental Law
PSC 420	National Security Issues and the U.S. Constitution
PSC 421	Law and Inequality
PSC 425	ECCE: Democracy & Demo Theory
PSC 428	Globalization and the Future of Democracy
PSC 436	Contemporary American Political Philosophy
PSC 437	Marxist Philosophy: Past, Present, Future
PSC 438	Postmodern Theory: Politics and Possibility
PSC 451	Empirical Political Analysis
PSC 453	The Politics of Reproduction
PSC 455	The Politics of Prosecution
PSC 458	ECCE: Global Social Change and Transnational Movements
PSC 462	International Law and Organizations
PSC 463	International Political Economy
PSC 464	ECCE: Latin American Politics
PSC 470	Terrorism and Public Policy
PSC 472	The Law of Military Conflict
PSC 474	American Foreign Policy
PSC 476	International Politics of the Middle East
PSC 477	Russian Politics
PSC 478	National Model United Nations
PSC 481	ECCE: Cuban Politics and US/Cuban Relations
PSC 483	Model United Nations
SOA 301	ECCE: Introduction to Women and Gender Studies
SOA 302	Understanding Cultures
SOA 304	Human Evolution: Biological and Cultural
SOA 305	ECCE: Women and Work in India and the US
SOA 319	ECCE: Music and Social Justice
SOA 331	ECCE:Introduction to the Barrio
SOA 333	ECCE: Sexual Orientation and Public Policy
SOA 334	ECCE: Sexuality, Law, and Politics
SOA 405	Sociocultural Theories
SOA 425	Law and Inequality
SOA 428	Culture, Health, and Power
SOA 431	Sociology of Organizations
SOA 432	ECCE: Culture and Education
SOA 435	ECCE: Immigrants, Public Opinion, and Public Policy
SOA 441	ECCE: Global Social Stratification
SOA 454	Family Law
SOA 455	Women in Political Movements: A Cross-Cultural Perspective
SOA 458	ECCE: Global Social Change and Transnational Movements
SOA 464	Sociology of Mental Health/Illness
SOA 465	Religion, Society, and the Individual
WGS 305	ECCE: Women and Work in India and the US
WGS 324	Working Class and Poor Women
WGS 333	ECCE: Sexual Orientation and Public Policy
WGS 334	ECCE: Sexuality, Law, and Politics
WGS 338	ECCE: Sex, Gender, and Popular Culture
WGS 343	ECCE: Women & Criminal Justice
WGS 365	ECCE: Black Women in Film History
WGS 366	Culture, Diversity, and Social Work
WGS 445	Law and Inequality
WGS 446	Family Law
WGS 447	Women in American Law
WGS 449	Employment Discrimination Law
WGS 454	The History of the Family
WGS 473	The Politics of Reproduction
Language	3
AAS 362	ECCE: Multicultural American Novels
AAS 368	ECCE: African American Popular Fiction
ART 372	Visual Storytelling and Reporting
BUS 301	Marketing Communications
COM 302	Introduction to Interpersonal/Organizational Communication
COM 303	Introduction to Mass Media
COM 411	Computer-Mediated Interpersonal Communication

COM 421	Interpersonal Communication
COM 422	Small Group Communication
COM 423	Dating and Relating
COM 463	Organizational Communication
ENG 302	Introduction to Linguistics
ENG 311	Literary Study and Research
ENG 312	Rhetoric and Composing Theories
ENG 371	Creative Writing Poetry
ENG 406	Writing Essays and Reviews
ENG 407	The Theory and Practice of Composition and Rhetoric in the American University
ENG 408	Non-Fiction Writing
ENG 409	Rhetoric and Composition in Digital Media
ENG 410	Topics in Composition or Linguistics
ENG 425	European Literature: Ancient Greek and Biblical Motives, 1880-Present
ENG 433	Contemporary American Novel
ENG 443	Chaucer and His Era
ENG 444	Milton
ENG 455	Modern British Literature
ENG 456	Contemporary British Literature
ENG 471	Creative Writing: Nonfiction
ENS 479	Writing and the Environment
LNG 332	Spanish for Public Affairs
LNG 344	Spanish for Business
LNG 355	Spanish for Healthcare
LNG 371	Spanish for Communication
LNG 396	Spanish for Educators
MGT 430	Managerial Communication Skills
MGT 422	Negotiation
MGT 463	Report Writing For Managers
PAR 410	Critical and Persuasive Writing for Journalists
PHI 301	Critical Thinking
PHI 401	Logic
PHI 481	Philosophy of Language
Nature	3
Any 300 or 400 level ASP, BIO, CHE, or CLS course	
ENS 311	ECCE: Global Change in Local Places
ENS 331	ECCE: Evolution and Creationism
ENS 404	Fundamentals of Geographic Information Systems
ENS 405	Fundamentals of Remote Sensing
ENS 412	World Environmental Thought
ENS 418	American Environmental History
ENS 419	Environmental Law
ENS 421	Environmental Economics
ENS 422	ECCE: Environmental Sociology
ENS 425	Ecological Issues
ENS 444	Aquatic Ecology
ENS 445	Biology Of Water Pollution
ENS 447	Environmental Chemistry
ENS 448	Sustainable Food Systems
ENS 463	Our Changing Climate
ENS 464	Paleoecology
ENS 465	Water Resources and Society
ENS 468	Environmental Geology
MPH 301	ECCE: Global Evironmental Health
MPH 408	ECCE: Addiction
MPH 438	ECCE: Monsters, Medicine, and Myths
MPH 449	Environmental Toxicology
MPH 450	ECCE: Chemicals and the Citizen
MPH 471	ECCE: Emerging Diseases
MPH 478	ECCE: Crisis in Environmental Health
PHI 312	Philosophy and Animals
PHI 313	Animals and Human Civilization
PHI 352	Perspectives on Human Nature
PHI 471	Philosophy of Science
PHI 472	Introduction to Metaphysics and Epistemology
Work	3
Any 300 or 400 level ACC, BUS, CSC, MGT, or MKT course	
COM 312	Multimedia News Gathering and Writing
COM 313	Introduction to Radio
COM 362	Introduction to Public Relations
COM 403	Feature Writing
COM 405	Editing
COM 443	Electronic Media Management
COM 444	Advanced Media Writing
COM 448	Advertising
COM 453	Advanced Visual Field Reporting
COM 462	Writing For Public Relations
COM 465	Interviewing
COM 471	Communication Ethics
CRJ 313	Correctional Systems
CRJ 311	Law and Legal Processes
CRJ 312	ECCE: Policing In America
CRJ 323	Physical Evidence Processing
CRJ 342	Statistics for Criminal Justice
CRJ 354	Critical Incident Resources and Response
CRJ 424	Forensic Evidence in Criminal Law
CRJ 445	Organizational Crime
CRJ 447	Investigative Concepts and Analysis
ENG 362	ECCE: Interdisciplinary Study of Work
ENG 368	ECCE: Creative Writing, Publishing, and Community
EXL 300	ECCE: General Applied Study Term
EXL 305	ECCE: Undergraduate Prior Learning Portfolio Development
EXL 306	ECCE: Working for Women: Service-Learning and Gender Inequality
EXL 325	ECCE: Charity to Change
EXL 361	Social Responsibility and Leadership Development Capstone
EXL 362	ECCE: Social Change and Leadership
MPH 488	Occupational Safety and Health Policy
Total Hours	**28-40**

1 This requirement may be satisfied using 300 and 400 level subject area courses the student has taken.

2 There are no classroom meetings for these courses. Students sign independent study contracts with faculty sponsors.

Online Students Admission Requirements

Entrance to the online program is selective and the number of students admitted each semester is limited. Applicants must have completed two semesters of college-level composition courses to be considered for admission. Questions about availability should be directed to the program coordinator.

Before an admission decision can be made, a prospective student must complete the application process:

- Submit the UIS admission application, including signature sheet and application fee.
- Send transcripts from all colleges or universities attended to the UIS Office of Admissions.
- Submit a written statement (described below).

The statement plays a major role in admission to the online degree. It should be approximately two pages and should reflect junior-level college writing skills.

The statement should include:

- A clear, concise statement of academic and/or professional goals.
- Why a non-traditional, interdisciplinary program is the pathway to these goals.
- A discussion of things that the applicant has been taught outside of an academic environment.
- A discussion of online and/or technical skills.
- A discussion of the skills and/or resources that the applicant possesses which will help him/her to succeed as an online student, as well as the challenges that may interfere with that success (e.g., time management, access to a computer and the Internet, or other factors).

- Liberty Studies Minor (p. 92)
- Social Responsibility and Leadership Development Minor (p. 92)

Liberty Studies Minor

The Liberty Studies minor is a course of study focusing on the foundations, meanings, and implications of what it is to be free. It poses the fundamental question of “What can I do with my life?” It questions the power of institutions and the legitimacy of the constraints they impose. It explores freedom and liberty from multiple perspectives, including minorities and women in our own culture, and indigenous people of other times and places. Liberty Studies examines the costs and benefits of free human interaction, the need of naturally social animals to be left alone, and ultimately wrestles with the questions of what freedom and liberty are and should be.

The Liberty Studies minor approaches the study of liberty in relation to three subject areas commonly addressed in the literature: economic activity, government, and cultural influences. The study of these three areas is integrated both in how individual courses relate to each other individually and are tied together by the required courses. This minor can be taken on campus or online.

Requirements of the Minor

Students must take LIS 211 and either PHI 440 or PHI 441. Then students must take one course in each of the following three categories:

1. Liberty and Commerce
2. Liberty and Authority
3. Liberty and Culture

Required Courses		
LIS 211	Liberty Studies	3
PHI 440	Ethics	2
or PHI 441	Moral Theory	
Select one course from each of the three categories listed below:		10-11
Liberty and Commerce		
LIS 319	Philosophy of Business	
LIS 417	Free Market Philosophies	
PHI 447	Rationality and Moral Choice	
Liberty and Authority		
AAS 433	ECCE: Civil Rights Movement of the Twentieth Century	
HIS 445	Intellectual Origins of the American Revolution	
LIS 411	Liberty Struggles	
PHI 485	Social Philosophy	
Liberty and Culture		
ENG 335	Early American Literature	
LIS 315	Individualism and Self-Reliance in America	
PHI 425	History of Modern Philosophy	
SOA 222	American Society	
Total Hours		**15-16**

Social Responsibility and Leadership Development Minor

The Social Responsibility and Leadership Development minor is a 15-17 credit hour interdisciplinary program that includes both theoretical and experiential components. The three core courses will be taught on a rotating basis (a minimum of one core course per semester including summer) online. The two electives can be taken online or on campus depending on how they are offered and the needs of the student. The major objective of the program is to educate students for and about social responsibility and leadership and to help them acquire leadership positions in their community and profession. The minor complements a wide variety of academic programs, such as business, management, and accounting; political science and legal studies; communication; environmental studies; sociology/anthropology; criminal justice; women and gender studies; African American studies; health professions; etc. Any pre-requisites or

course restrictions on courses taken as electives for the minor will be honored.

Required Core Courses		
EXL 210	Introduction to Leadership Theory and Practice	3
EXL 362	ECCE: Social Change and Leadership	3
EXL 361	Social Responsibility and Leadership Development Capstone	3
Total Hours		**9**

Two Electives (6-8 hours) can, but do not have to be in the student's major. Students must request approval from the Social Responsibility and Leadership Development advisor for elective courses. In the case where courses are outside EXS-L courses, the SRLD advisor will consult with the chair of the appropriate academic program for approval.

Mathematical Sciences

Bachelor of Arts
Undergraduate Minor

www.uis.edu/math/
Email: mat@uis.edu
Office Phone: (217) 206-8405
Office Location: WUIS 13

The Mathematical Sciences Department is designed to meet the ever-increasing demands for diverse quantitative skills.

By making different choices from technical electives, students can tailor their degrees to prepare for these various careers. Those who plan to teach mathematics or work in engineering or the physical sciences should choose mathematics courses. Those who wish to apply mathematical methods to life sciences, social sciences, or business fields should choose operations research or statistics courses. Any of these choices provide excellent preparation for graduate work in fields that need quantitative skills.

A minor in mathematical sciences augments a student's background in mathematics by increasing knowledge of mathematics, operations research, or statistics -- knowledge that is useful in careers in teaching, research, industry, or management.

There are two options for studying mathematics at UIS: on campus or online.

Enrollment Capacity

The Mathematical Science Department will accept new students each fall and spring semester. For best consideration, students should submit application materials as early as possible prior to the semester in which they would like to attend. Contact the online coordinator for specific information.

The Bachelor's Degree

The B.A. in Mathematical Sciences is designed to prepare students for careers using mathematics, operations research, and statistics in the fields of teaching, research, industry, insurance, and management or for graduate study in mathematical sciences or related areas.

Admission Requirements

To be considered for admission to the Mathematical Sciences program, students must have:

1. Earned a minimum of 30 credit hours at the lower-division level.
2. Earned a cumulative GPA of 2.0 or higher (on a 4.0 scale) from an accredited college or university.
3. Completed at least 3 semesters of calculus.
4. Proven ability to write computer programs in a procedural language
5. Enrolled in MAT 330 Entrance Assessment.

On Campus Degree

- Admission to UIS and payment of admissions fee. (Please visit uis.edu/admissions/ for more information.)
- Completion of entrance assessment test for majors (given at the beginning of each semester).
- Matriculation into the Mathematical Sciences Department. Requirements for matriculation are:
  a. selection of a mathematical sciences faculty advisor,
  b. completion of three semesters of calculus (MAT 115, MAT 116, MAT 217),
  c. ability to write computer programs in a procedural language, and
  d. enrollment in MAT 330 Entrance Assessment.

Note: Courses taken to satisfy matriculation requirements for on-campus and online degree programs are not counted as a part of the upper-division work needed for graduation. Students may begin work toward a degree before matriculation into the department, but matriculation should be completed before the last 16 semester hours of MAT courses needed for graduation are taken.

Advising

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements.

Grading Policy

Required core and elective MAT courses must be numbered 330 or higher, and must be taken for a letter grade. The CR/NC option is not acceptable. Transfer credit for upper-division course work is evaluated on a case-by-case basis through the Student Petition process.

Degree Requirements

MAT 330	Entrance Assessment	0
Core Courses		
MAT 332	Linear Algebra	4
MAT 415	Advanced Calculus	4
MAT 431	Mathematical Statistics I	4
MAT 444	Operations Research Methods	4
Select from one of the following two clusters:		16

Cluster A		
MAT 403	Abstract Algebra	
MAT 404	Geometry	
Two MAT elective courses (8 hours)		
Cluster B		
MAT 421	Statistical Methods	
MAT 432	Mathematical Statistics II	
Two MAT elective courses (8 hours)		
Total Hours		**32**

Online Degree

Formal application to both the university and the Mathematical Sciences department is required for admission. Students must complete a UIS Application for Admission (visit www.uis.edu/admissions/ for more information), and pay the required application fee.

Mathematical Sciences Minor

To earn a minor in Mathematical Sciences, students must complete a minimum of 24 semester hours, at least 12 hours of which must be upper-division course work taken at UIS. Transfer credit for lower-division course work and for upper-division mathematics courses is evaluated on a case-by-case basis through the Student Petition process. Upon completing the core course requirements, students must then select an area of specialization (mathematics, operations research, or statistics) and complete 12 semester hours as detailed below.

Core Courses		
MAT 115	Calculus I	4
MAT 116	Calculus II	4
MAT 332	Linear Algebra	4
Select from one of the following three specializations:		12
Mathematics Specialization Requirements		
MAT 403	Abstract Algebra	
MAT 404	Geometry	
One elective course (4 hours) [1]		
Operations Research Specialization Requirements		
MAT 442	Probability Modeling and Computer Simulation	
MAT 444	Operations Research Methods	
MAT 403	Abstract Algebra	
or MAT 404	Geometry	
Statistics Specialization Requirements		
MAT 421	Statistical Methods	
MAT 431	Mathematical Statistics I	
MAT 403	Abstract Algebra	
or MAT 404	Geometry	
Total Hours		**24**

Students wishing to minor in Mathematical Sciences should select an academic advisor from among the Mathematical Sciences faculty who will help ensure that all requirements for the minor are met.

Modern Languages

Language courses offered in:
Chinese, French, German, Spanish
Spanish Minor

www.uis.edu/languages/
Email: lng@uis.edu
Office Phone: (217) 206-6790
Office Location: UHB 3010

The University of Illinois at Springfield offers classes in Chinese, French, German, and Spanish. A minor in Spanish is also offered.

The oral and written proficiency gained through completing the fourth course in a language sequence offered at UIS is an option to fulfill one of the requirements of the Capital Scholars Honors Program. Students should consult advisors for details.

Modern Languages area courses are taught by instructors who emphasize oral communication. Classes are kept small to ensure individual attention. Course offerings in Modern Languages are listed in the current course schedule under the LNG course prefix. Permission of the instructor is required to enroll.

Central Illinois Foreign Language and International Studies Consortium

UIS students may also apply to study (for UIS credit) the foreign languages offered at Lincoln Land Community College, Benedictine University, Illinois College, and MacMurray College through the Central Illinois Foreign Language and International Studies Consortium. Please contact the Modern Languages office for information.

Proficiency Testing

Students can obtain proficiency credit by completing a proficiency exam conducted by Modern Languages faculty. Proficiency testing is available in the languages that we typically offer, but is ultimately contingent upon the availability of faculty in those languages. Students seeking proficiency testing in languages that our program does not offer will be responsible for arranging for an examiner to work with our office to complete the testing.

Grading Policy

Students must obtain a grade of C or higher (grades of C- or lower will not be accepted) to advance to the next level of language course work.

Modern Language Courses

Note: Language availability is subject to change on a semester-by-semester basis. Students should consult with the department to determine availability.

LNG 295	Foreign Language Competency	4
Chinese Courses		
LNG 141	Elementary Chinese I	3
LNG 142	Elementary Chinese II	3
LNG 241	Intermediate Chinese I	4
LNG 242	Intermediate Chinese II	4
French Courses		
LNG 111	Elementary French I	4

LNG 112	Elementary French II	4
LNG 211	Intermediate French I	4
LNG 212	Intermediate French II	4
LNG 215	Francophone Culture and Language Immersion	3
German Courses		
LNG 131	Elementary German I	4
LNG 132	Elementary German II	4
LNG 231	Intermediate German I	4
LNG 232	Intermediate German II	4
Spanish Courses		
LNG 121	Elementary Spanish I	3
LNG 122	Elementary Spanish II	3
LNG 221	Intermediate Spanish I	4
LNG 222	Intermediate Spanish II	4
LNG 225	ECCE: Spanish Language Immersion and Latinoamerican Cultures	4

Spanish Minor

Students pursuing the Spanish minor will make cross-cultural connections with their own disciplines of studies. The Spanish minor focuses on Spanish for the professions, a focus that follows nationwide trends in order to enhance students' academic and career opportunities. Spanish for the professions intertwines established minors/majors such as business, communication, criminal justice, health, English, global studies, teaching, theatre, and social services. This approach ensures that students will compete in the twenty-first century global economy with the required language skills that employers consider vital in today's job market.

To earn a minor in Spanish, students need to complete a total of 17 credit hours.

Prerequisite Course [1]		
LNG 222	Intermediate Spanish II	4
or LNG 295	Foreign Language Competency	
Required Course		
LNG 321	Spanish Civilization and Culture	4
Elective Courses		
Select three of the following:		9
LNG 332	Spanish for Public Affairs	3
LNG 344	Spanish for Business	3
LNG 355	Spanish for Healthcare	3
LNG 368	Spanish-Speaking Communities	3
LNG 371	Spanish for Communication	3
LNG 382	Spanish for the Arts	3
LNG 396	Spanish for Educators	3

1 Only these two course options will count as prerequisites for the Spanish minor. LNG 121, LNG 122, and LNG 221 do not count toward the Spanish minor.

Music

Music courses offered in:

Ethnomusicology, music history, music theory, music technology, performance ensembles, chamber music, guitar, and piano.

www.uis.edu/music/
Email: music@uis.edu
Office Phone: (217) 206-6240
Office Location: VPA 62

Departmental Information

The Department of Art, Music, and Theatre includes academic programs of study in the disciplines of Art, Music, and Theatre. Art offers a BA in Visual Arts, as well as a Minor I Visual Arts. Theatre offers a Minor in Theatre, and Music provides various curricular and co-curricular offerings. The Department of Art, Music, and Theatre fosters study in the practical application of the various arts disciplines, as well as study in the historical, cultural and philosophical underpinnings of each discipline. Art classes are listed in the course schedule under Visual Arts, with the prefix, ART. Music classes are listed in the course schedule under MUS, and Theatre classes are listed in the course schedule under THE. Please refer to each discipline's catalog entry or website for information about courses, degree offerings, and co-curricular opportunities.

Music Program Information

The University of Illinois at Springfield offers music courses that fulfill requirements in the UIS General Education curriculum, particularly in the areas of Humanities and Visual, Creative, and Performing Arts.

Students may also take music classes for general elective credit.

Our curriculum includes classes in ethnomusicology, music history, music theory, music technology, performance ensembles, chamber music, and more.

Although UIS does not offer a music degree, music studies are integral to a liberal arts curriculum. These courses offer students the opportunity to develop skills in reading, creating, performing, and thinking critically about music.

Music course offerings are listed in the current course schedule under the MUS course prefix.

Philosophy

Bachelor of Arts
Undergraduate Minor

www.uis.edu/philosophy/
Email: phi@uis.edu
Office Phone: (217) 206-6790
Office Location: UHB 3010

Departmental Goals and Objectives

The Philosophy Department at UIS strives to be a national leader in offering advanced undergraduate education online while serving the entire UIS student population, undergraduate and graduate. The curriculum focuses on the areas of core analytic philosophy (metaphysics, epistemology, and related areas) and values (ethics, aesthetics, and political philosophy) while providing a sound background in the history of philosophy.

The objectives of the Philosophy major include providing students with basic knowledge in the main areas of philosophy (theory of knowledge, values, and history of philosophy); increasing their awareness of ethical issues; improving their analytical skills; and assisting them in developing problem-solving experience in at least one of the main areas of philosophy.

Individualized Graduate Degree

Graduate students can enroll in 400- and 500-level philosophy courses. While 500-level courses are open only to graduate students, in exceptional circumstances advanced undergraduate students may petition to be admitted. Graduate students enrolled in 400-level classes are required to complete additional assignments, and should identify themselves to the instructor at the beginning of the course.

Through the Liberal and Integrative Studies Department (LNT), graduate students can pursue an individualized degree that includes philosophy as its major component. Philosophy faculty will assist these students in developing a learning proposal and establishing a degree committee. For details, consult the Liberal and Integrative Studies Graduate section of this catalog.

The Bachelor's Degree

The Bachelor of Arts degree in Philosophy is offered online and on-campus. Courses for the degree can be taken entirely online within three years. Students who take the major on-campus may need to take some classes online. Due to high demand, online enrollment is competitive. The admission process to the online major takes quality and diversity into account.

Admission Requirements

International students

International students whose native language is not English must submit TOEFL scores. International students enrolled in online programs are not eligible for student visas (see uis.edu/admissions/).

The writing sample, statement of purpose, the student's GPA, prior course work, and (optional) letters of recommendation will assist the program faculty in making admission decisions. Communications with the student (online, via telephone, or in person) may also be taken into account.

Admission to the on-campus program

Students need only meet the general requirements for admission to UIS to be eligible to enroll in the on-campus major in philosophy.

Advising

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements.

Grading Policy

The Philosophy program does not have a grading policy which differs from that of the campus policy.

Three Main Areas of Study

Students must take a minimum of two classes in the following three areas: 1) core analytical philosophy, 2) history of philosophy, and 3) values.

1. In order to gain analytical skills, students must take at least two classes (8 hours) in the area of core philosophy, such as philosophy of mind, philosophy of language, philosophy of science, and analytical metaphysics.
2. In order to gain a comprehensive outlook on the history of philosophy, students must take one class in ancient and medieval philosophy (such as PHI 421 Ancient & Medieval Philosophy (4 Hrs.)) and one class in the history of modern philosophy (such as PHI 425 History of Modern Philosophy (4 Hrs.)) or department approved comprehensive equivalents of at least 7 credit hours.
3. In order to gain familiarity with value theory, students are required to take at least two classes (at least 8 hours) in the areas of ethics, aesthetics, or political philosophy. This includes a minimum of two hours devoted specifically to ethics, satisfied by PHI 440 Ethics or an equivalent approved by the department.

Area of Specialization

Currently, students may specialize in the area of core analytic philosophy or in the area of values. In addition to the eight hours required of all majors, students specializing in either core analytic philosophy (Area 1) or values (Area 3) must take one advanced class in the area of specialization and a senior seminar associated with the chosen area of specialization. Students should note that advanced courses have at least 4 hours of Area 1 or Area 3 courses as prerequisites.

Philosophy Electives

In order to gain a broad philosophical perspective, every student needs to take 4 hours of philosophy electives (an extra class in any area of philosophy, including topics not covered in the main major, such as continental, feminist, or Asian philosophy; American pragmatism; or philosophy of religion).

Degree Requirements

Core Courses		
Matriculation module [1]		0
Logic/Critical Thinking		
PHI 301	Critical Thinking (or equivalent transfer course)	4
or PHI 401	Logic	
Area 1 (Core Analytical Philosophy)		
Select eight hours from the following:		8
PHI 453	Person, Identity, and Dignity	
PHI 470	Topics in Analytic Philosophy	
PHI 471	Philosophy of Science	
PHI 472	Introduction to Metaphysics and Epistemology	
PHI 473	Philosophy of Mind	
PHI 481	Philosophy of Language	
PHI 482	Metaphysics of Things	
Area 2 (History of Philosophy)		
Select two of the following:		8

PHI 421	Ancient & Medieval Philosophy	
PHI 425	History of Modern Philosophy	
PHI 480	Readings in the History of Philosophy	
Area 3 (Values) [2]		
Select eight hours from the following:		8
PHI 242	Ethics, Love & Goals of Life	
PHI 432	Philosophy of Art	
PHI 434	Aesthetics	
PHI 436	Contemporary American Political Philosophy	
PHI 440	Ethics	
PHI 441	Moral Theory	
PHI 442	Applied Ethics:Computer Ethics	
PHI 447	Rationality and Moral Choice	
PHI 448	Moral Values in Political Philosophy	
PHI 460	Topics in Normative Philosophy	
PHI 485	Social Philosophy	
Philosophy elective (any PHI class)		4
Advanced class in specialization		
Select one of the following:		4
PHI 460	Topics in Normative Philosophy	
PHI 470	Topics in Analytic Philosophy	
PHI 480	Readings in the History of Philosophy	
PHI 481	Philosophy of Language	
PHI 482	Metaphysics of Things	
PHI 485	Social Philosophy	
PHI 495	Senior Seminar in Philosophy	4
Total Hours		**40**

1 Note: The Matriculation Module must be completed before the last 16 semester hours of philosophy courses are taken.

2 All majors must take PHI 242 or PHI 440

NOTE: Students may have 7 hours in any or all of areas 1, 2, 3, and 3 hours in the elective, with additional hours in another area.

Admission Requirements Online Program

In addition to qualifying for admission to UIS, priority consideration will be given to applicants with a cumulative grade point average of 3.0 or better on a 4.0 scale, and those who have taken higher division courses from an accredited college or university. Note that in justified circumstances, students with lower GPAs may be accepted by the program.

Applicants who meet these formal qualifications will be in the strongest position to be accepted by the department. However, students wishing to be evaluated on characteristics and accomplishments beyond the grade point average, or previous course work in philosophy, should address the diverse ways they might contribute to the UIS Philosophy Department in their entrance essays and present reasons why they believe they would be successful as a philosophy major. Consideration will be given to students with backgrounds and strong abilities in philosophy as documented by writing samples, statements of purpose, and letters of recommendation.

Applicants must submit the following materials to the Philosophy Department to be formally accepted into the Philosophy major:

1. A brief sample of the student's writing, preferably on a philosophical topic.
2. A brief statement of purpose (300 to 500 words) presenting the student's reasons for selecting the online philosophy major at UIS.
3. (RECOMMENDED) One to three reference letters from individuals who can attest to the student's ability for successful academic study.

At its discretion, the Philosophy Department may also consider whatever additional documentation the applicant may provide.

While there are no firm application deadlines, students should apply by March 15 to assure full consideration for the following fall semester. The department also admits a small number of students for the spring and summer semesters. Students not admitted for the spring or summer will still be considered for fall admission. Students who are accepted for fall admission by May 15 must register by August 1, or forfeit their acceptance. A wait list of applicants may be used to ensure full enrollment; preference will be given to the strongest applicants.

Philosophy Minor

The minor in Philosophy is open to all undergraduate students at UIS, both online and on-campus. The minor consists of four classes (at least 15 hours), at least 8 hours of which must be upper-division classes taken in Philosophy at UIS, with at least one course in each of the following areas:

- Critical thinking or logic
  (PHI 301, PHI 401, or PHI 447)
- Values (ethics, aesthetics, political philosophy)
  (Same as Area 3 of the Philosophy Major requirements)
- History of philosophy
  (Same as Area 2 of the Philosophy Major requirements)
- An elective (any class or independent study in philosophy)

Students who wish to minor in Philosophy must formally declare their minor and consult with a philosophy faculty member to ensure that they are meeting their individual needs and program requirements.

Pre-Medical

Undergraduate Minor

www.uis.edu/premed/
Email: premed@uis.edu
Office Phone: (217) 206-6589
Office Location: HSB 314

Goals and Objectives

This minor is only open to students who are NOT majoring in chemistry, biology, or clinical lab science. Students in those majors should consult the pre-medical concentrations for those majors.

The goal of the pre-medical minor curriculum offered by the Natural Sciences Division is to prepare undergraduate students for professional program in medicine, pharmacy, dentistry, ophthalmology, veterinary medicine and other careers in the health-sciences. Students who want to pursue a career in a medicine must specially prepare themselves for admission to a graduate program in their area of interest. To pursue this goal they do not need to pursue a science oriented degree. However they must develop a strong background in science and math. The purpose of this minor is to provide the minimum background that a non-science major must have to complete a successful application to medical, pharmacy, veterinary, and dental school as well as professional programs in other health sciences.

Pre-Medical Minor

Admission Requirements

There are no special admission requirements for the undergraduate Pre-Medical minor beyond those required for admission to UIS.

Advising

Students are expected to meet with a pre-professional health science advisor before beginning the minor. At that meeting, the student and advisor will prepare a course plan to ensure that all requirements will be met. Advising will also help students focus their career goals, identify admissions requirements to post-graduate programs that are not satisfied by the pre-med minor and navigating the process of applying to post-graduate health science programs.

Grading Policy

There is no minimum GPA requirement for this minor. However most post-graduate professional health science programs have stringent minimum GPA requirements that students must meet in order to earn admission.

To earn a Pre-Medical minor, students must complete **36** credit hours. Students are expected to meet with a preprofessional health sciences advisor before beginning the minor.

Required Courses

ASP 201	University Physics I	4
ASP 202	University Physics II	4
BIO 141	Unity of Living Organisms	4
BIO 241	Biology of Organisms in the Environment	4
CHE 141	Principles of Chemistry	4
CHE 142	Principles of Inorganic Chemistry	4
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
MAT 115	Calculus I	4
Total Hours		**36**

Students are permitted to count any of the required courses for the minor simultaneously for any other graduation requirement. For example a student may use BIO 141 and CHE 141 to satisfy their lower-division general education science requirement. Or MAT 115 could be used for a general education math requirement or toward a requirement in the student's major, in addition to counting toward the Pre-Medical minor.

Any course that meets the Illinois Articulation Initiative standards for the above courses may be transferred to count for this minor; however, a minimum of 12 credit hours in this minor must be completed at UIS. Students should also be aware that some of the most selective post-graduate programs require their applicants to take these courses at accredited four-year colleges or universities.

The courses in this minor represent the intersection of the minimum requirements for admission to most medical schools. Individual professional schools may have additional requirements that are not met by this minor. Students are advised to take courses beyond the minor requirements to prepare for entrance exams such as the MCAT and DCAT. It is critical that students pursuing a Pre-Medical minor regularly meet with their advisor to help ensure that in addition to completing the minor, they are informed about additional courses that are recommended to prepare them for admission to the post-graduate professional health science program of their choice.

Psychology

Bachelor of Arts
Undergraduate Minor

www.uis.edu/psychology/
Email: psy@uis.edu
Office Phone: (217) 206-6696
Office Location: UHB 3144

Departmental Goals and Objectives

Psychology is the scientific study of the complexities of human and animal behavior. This complexity is reflected by the fact that the American Psychological Association has over 50 divisions, each representing a general area of interest or expertise and each having its own set of theoretical and research publications. In addition, there are at least 240 separate areas of specialization represented by these divisions.

The goal of the Psychology curriculum is to help students become familiar with common theoretical and research perspectives while also studying topics of particular interest and value. To accomplish this goal, the Psychology curriculum contains two core courses that address the problem solving, critical thinking, and communication skills common to psychology as a whole (i.e., Research Methods in Psychology and Senior Seminar). Course concentrations allow students to further develop and apply these skills within particular content areas and with specific personal or career goals in mind.

A major in Psychology provides students with the fundamental liberal arts perspective and understanding of basic psychological issues appropriate for many entry-level positions in business, government, industry, and education. For example, Psychology students planning to pursue an advanced degree in a helping field should follow the Clinical/Counseling concentration. Students planning to earn a minor in Elementary Education through the Teacher Education Program and to obtain teacher certification should follow the Educational Psychology concentration. Students planning to obtain a position in business, government, or industry may choose to follow the Experimental Psychology concentration or, if they have an interest in a particular topic, they may decide to pursue any one of the other concentrations.

Students taking courses for their own benefit or pleasure may wish to pursue the Individualized concentration and choose appropriate courses in consultation with their academic advisors.

For students interested in the helping professions, a career in higher education, or doing research in the field, it must be emphasized that such activities generally require a graduate degree (M.A., M.S.W., Ph.D., Psy.D. or Ed.D.). Although the required core courses and recommended course concentrations are designed to offer an education appropriate for continued study at the graduate level, students may want to tailor their course selections to the particular admission requirements of a specific institution or profession. Psychology majors who plan to pursue advanced studies are strongly encouraged to consult with their academic advisors to design an appropriate undergraduate course plan.

The Psychology curriculum is structured to encourage students to pursue electives outside psychology as part of a broad liberal arts education. In addition, UIS requirements contribute to a broad educational experience. For example, the Experiential and Service-Learning Programs offer internships that provide students with an opportunity to integrate classroom learning and practical field experience, as well as to gain experience that may be useful in later decisions about employment or training. Placements have included local mental health centers, other mental health and community service organizations, and research positions.

The Bachelor's Degree

The Psychology department offers five concentrations within the major (listed below). Requirements for each concentration are linked.

- Clinical/Counseling Concentration (p. 101)
- Developmental Psychology Concentration (p. 101)
- Educational Psychology Concentration (p. 102)
- Experimental Psychology Concentration (p. 102)
- Individualized Concentration (p. 102)

Admission Requirements

The psychology bachelor’s degree is open to all UIS students and transfer students who have met the entrance requirements for admission to UIS. In addition, all students wishing to be admitted to the Psychology Major must first successfully complete PSY 201 Principles Of Psychology (or equivalent) with a grade of C (2.0) or better (grades of C- or lower will not be accepted). Students who achieve scores of four and above on the Advanced Placement Psychology Examination will receive advanced placement credit for PSY 201. Students who achieve a score of 50 or higher on the Introductory Psychology CLEP test will receive CLEP credit for PSY 201.

Students at UIS with 30 or more credit hours and a cumulative grade point average of at least 2.50 on a 4.0 scale qualify for full admission to the Psychology major. Students with a cumulative GPA between 2.00 and 2.49 can be granted conditional admission to the major, which permits enrollment in up to 12 semester hours of 300-level psychology courses during the first semester. The final decision on admission to the major for conditionally admitted students is made after completion of 12 hours of psychology courses at UIS. Those 300-level courses must be completed within two semesters of the conditional admission.

Advising

All Psychology majors and minors should consult with the department advisor before registering for courses. The advisor helps students with the following issues:

Course scheduling (e.g., planning courses to take for upcoming semesters
Petitions (e.g., waiving a required course or request for upper-division credit.)
Progress toward degree (e.g., Graduation Application Signature form)
Appeals (e.g., Appeal of Academic Suspension or Satisfactory Academic Progress Appeal Form)

All Psychology majors should consult with their faculty advisor on the following issues:

Graduate school counseling (e.g., choosing the right graduate degree and program, the application process, et cetera)
Career counseling (e.g., what job opportunities are there post-BA?)
Internship possibilities (e.g., should I do an internship? What internships are available?)

Grading Policy

Psychology majors and minors must earn a C or better in all Psychology courses to use them for completion of degree requirements (grades of C- or lower will not be accepted).

Assessment of Learning within the Discipline

All Psychology majors are required to complete, at program entry and exit, an exam designed to assess scientific critical thinking skills, as well as a broad range of content knowledge and skill application within the discipline. PSY 301 Orientation and Entrance Assessment is a noncredit course used to track exam completion at entry. Students must register for PSY 301 during their first semester of enrollment as Psychology majors. Students who do not complete the entrance exam during their first semester will not be allowed to register for additional Psychology course work until the exam has been completed. Students will complete the exam a second time as part of the required, credit-bearing, capstone course PSY 471 Senior Seminar. Exit exam scores are used for Psychology Department curriculum review and planning.

Ethical Conduct

The Psychology Department supports and adheres to the UIS Academic Integrity Policy (which can be found online at uis.edu/academicintegrity/). Students aware of cheating or plagiarism by others should report it to their advisors, another member of the department faculty, or the department chairperson. Possible sanctions for students who have been found to violate the Academic Integrity Policy are outlined in the policy.

Course Waiver Policy

Lower-division courses

Because academic work at the University of Illinois is considered to be a continuation of the student’s previous education, students who have earned a B or better (grades of B- or lower will not be accepted) in a lower-division psychology course beyond an introductory psychology course at another institution (and have taken the course within the

past six years) may petition to use it to waive the *required course* in a Psychology concentration. A waiver based on lower-division course work does not reduce the total number of credit hours required in the major.

Transfer Policy

Upper-division courses

Students must take at least 16 hours of psychology credit from UIS. Students who have earned a C or better (grades of C- or lower will not be accepted) in upper-division psychology courses at other institutions within the past six years may, in consultation with an academic advisor, may use those upper-division credits to reduce the total number of credit hours required for the Psychology major at UIS.

Degree Requirements

Psychology majors are required to take a minimum of 36 hours in Psychology. Eight of these hours must be PSY 302 Research Methods In Psychology (or its equivalent) and PSY 471 Senior Seminar. It is strongly recommended that PSY 302 be taken during the first semester and that PSY 471 be taken during the final semester. Students must save graded writing assignments from their courses for further use in PSY 471. The additional 28 hours will vary depending on the concentration selected or the individualized concentration designed by each student. All Psychology majors must declare their concentration selection by completing a Change of Curriculum form and submitting it to Records and Registration.

The department core course requirements and recommended 28-hour concentration options are as follows.

Core Courses (Required of ALL Psychology majors)

PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1

Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Freshman Seminar[2]		3
Visual/Performing Arts Humanities Requirement[2]		3
Math Skills[2]		3
	Hours	**12**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
Comparative Societies (Social Sciences)[2]		3
Humanities Course[2]		3
COM 112[2]	Oral Communication	3
PSY 201[1]	Principles Of Psychology	3
	Hours	**15**

Year 2

Fall		
Lab science (life or physical science)[2]		4
Social Science[2]		3
PSY 301[1]	Orientation and Entrance Assessment	0
PSY Elective[4]		4
ECCE U.S. Communities[3]		3
	Hours	**14**
Spring		
Social Science Course[2]		3
Math Applied[2]		3
PSY 302[4]	Research Methods In Psychology	4
ECCE Global Awareness[3]		3
Non-lab Science (life or physical science)[2]		3
	Hours	**16**

Year 3

Fall		
Core Concentration Course[4]		4
Core Concentration Course[4]		4
PSY Elective[4]		4
Upper division elective or minor course [5]		4
	Hours	**16**
Spring		
Core Concentration Course[4]		4
Upper division elective or minor course [5]		4
PSY 467 & EXL 300	ECCE: Specialized Applied Study Seminar	3
UNI 301[3]	ECCE: Speakers Series	1
	Hours	**12**

Year 4

Fall		
PSY Elective[4]		4
Core Concentration Course[4]		4
Upper division elective or minor course[5]		3
Upper division elective or minor course [5]		4
	Hours	**15**
Spring		
PSY 471[4]	Senior Seminar	4
Elective or minor course[5]		3
Upper division elective or minor course[5]		4
Upper division elective or minor course[5]		4
	Hours	**15**
	Total Hours:	**115**

1 These Courses are Lower Division Foundation Course Requirements- 3 Hours

2 This Course Fulfills General Education Requirements- 43 Hours

3 Students must complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement- per major requirements in addition to Speakers Series- 10 Hours

4 Psychology Major Course work: 36 Hours

5 Upper Division Electives - minimum 12 Hours that can be selected to earn a minor and can be outside of major.

Psychology Minor

The entrance prerequisite course work for the Psychology minor is the same as for the major (PSY 201 or equivalent with a grade of C or better). To earn a minor in Psychology, students must complete a minimum of 16 semester hours, at least 12 of which must be upper-division course work taken at UIS. Four of these hours must be PSY 302 Research Methods In Psychology or its equivalent. Students who have earned a C or better (grades of C- or lower will not be accepted) in upper division psychology courses at another institution may use those courses as the basis for a reduction of up to four hours in the total hours required for a minor. PSY 302 is the only required course for a minor in Psychology. The remaining 12 hours may be selected from any upper division psychology course offerings.

Clinical/Counseling Concentration

Core Courses		
PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4
Core Concentration Courses		
Select four of the following (PSY 351 is required):		16
PSY 303	Statistics for the Behavioral Sciences	
PSY 311	Cognitive Psychology	
PSY 315	Psychoactive Drugs	
PSY 321	Life-span Developmental Psychology [2]	
PSY 331	Social Psychology	
PSY 351	Abnormal Psychology [1,2]	
PSY 352	Multicultural Counseling	
PSY 412	Introduction To Biopsychology	
PSY 441	Theories of Personality	
PSY 452	Introduction to Clinical Psychology	
PSY 453	Psychological Foundations for Helping	
PSY 454	Theories of Psychotherapy	
PSY 457	Behavior Modification: Principles and Techniques	
PSY 458	Psychological Tests and Measurements	
Psychology Electives		
Any upper division (300- or 400-level) Psychology courses at UIS will fulfill this requirement.		12
Total Hours		**36**

1 PSY 351 is a required course in this concentration.

2 PSY 321 and PSY 351 fulfill the prerequisites for admission to the Human Development Counseling M.A. Program at UIS.

Developmental Psychology Concentration

Core Courses		
PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4
Core Concentration Courses		
Select four of the following (PSY 321 is required):		16
PSY 303	Statistics for the Behavioral Sciences	
PSY 311	Cognitive Psychology	
PSY 321	Life-span Developmental Psychology [1]	
PSY 322	Child Development	
PSY 323	Adolescence	
PSY 324	Exceptional Child	
PSY 326	Family Psychology	
PSY 331	Social Psychology	
PSY 412	Introduction To Biopsychology	
PSY 413	Psychology of Learning and Memory	
PSY 416	Psychology Of Motivation	
Psychology Electives		
Any upper division (300- or 400-level) Psychology courses at UIS will fulfill this requirement.		12
Total Hours		**36**

1 PSY 321 is a required course in this concentration.

Educational Psychology Concentration

Core Courses		
PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4
Core Concentration Courses		
Select four of the following (PSY 327 is required):		16
PSY 311	Cognitive Psychology	
PSY 321	Life-span Developmental Psychology	
PSY 322	Child Development [2]	
PSY 323	Adolescence [2]	
PSY 324	Exceptional Child [2]	
PSY 326	Family Psychology	
PSY 327	Educational Psychology [1,2]	
PSY 413	Psychology of Learning and Memory	
PSY 416	Psychology Of Motivation	
PSY 457	Behavior Modification: Principles and Techniques	
PSY 458	Psychological Tests and Measurements	
Psychology Electives		
Any upper division (300- or 400-level) Psychology courses at UIS will fulfill this requirement.		12
Total Hours		**36**

1 PSY 327 is a required course in this concentration.

2 This is the appropriate concentration for elementary education candidates. PSY 322, PSY 323, and PSY 327 fulfill prerequisites for admission to the Teacher Education Program at UIS, and PSY 324 is a required course for a minor in Elementary or Secondary Education.

Experimental Psychology Concentration

Core Courses		
PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4
Core Concentration Courses		
Select five of the following (PSY 303 is required):		20
PSY 303	Statistics for the Behavioral Sciences [1]	
PSY 311	Cognitive Psychology	
PSY 314	Sensation and Perception	
PSY 315	Psychoactive Drugs	
PSY 321	Life-span Developmental Psychology	
PSY 331	Social Psychology	
PSY 351	Abnormal Psychology	
PSY 412	Introduction To Biopsychology	
PSY 413	Psychology of Learning and Memory	
PSY 416	Psychology Of Motivation	
PSY 417	Perceptual Learning	
PSY 441	Theories of Personality	
PSY 458	Psychological Tests and Measurements	
Psychology Electives		
Any upper division (300- or 400-level) Psychology courses at UIS will fulfill this requirement.		8
Total Hours		**36**

1 PSY 303 is a required course in this concentration.

Individualized Concentration

Students who want to tailor course selections for personal interest, or to meet requirements for admission to a specific institution or profession, should consider the Individualized Concentration. It is recommended that students interested in the Individualized Concentration consult with their academic advisor to discuss course planning and goals for the concentration.

Core Courses		
PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4
Core Concentration Courses		
Select 28 hours or upper division coursework to fulfill the requirements of this concentration.		28
Total Hours		**36**

Sociology/Anthropology

Bachelor of Arts
Undergraduate Minor
Anthropology
Sociology

www.uis.edu/sociologyanthropology/
Email: soa@uis.edu
Office Phone: (217) 206-6962
Office Location: UHB 3038

Departmental Goals and Objectives

Sociologists and anthropologists are interested in how people live together in this world--in our neighborhoods, across the country, and around the globe. We study people now and in the past, how they relate to each other, and all that they think, do, and make--food, music, families, nations, tools, houses, institutions... We are particularly interested in the way race, class, gender, sexuality, and other elements of identity affect peoples' experiences and opportunities, and what can be done to promote greater social justice.

The interdisciplinary BA in Sociology/Anthropology (SOA) allows students to cultivate skills and tools from both disciplines, preparing them for a broad range of careers and future studies. Core courses in the SOA major cover both disciplines, and students are free to specialize in either anthropology or sociology through electives or through a minor.

The Bachelor's Degree

Admission Requirements

The SOA Department has no separate entrance requirements beyond those required for admission to UIS.

Advising

Campus policy requires each student to have an academic advisor. Students declaring the SOA major are assigned an initial faculty advisor by the department. Students are expected to consult with their academic advisors before beginning the major concerning department requirements and individual goals. Department faculty assist students in designing individualized academic programs to meet their interests and career goals.

Grading Policy

The Sociology/Anthropology program does not have a grading policy which differs from that of the campus policy.

Communication Skills and Assessment

The department highly values critical thinking and reading skills, oral and written communication, and disciplinary knowledge. These are developed and assessed throughout the curriculum, and at a departmental level through capstone work in SOA 410 Senior Seminar.

Degree Requirements

Through core courses, students become familiar with the basic approaches and insights of both sociology and anthropology. Core courses are offered day or night in alternate years, to accommodate students' work and family schedules. Students are free to take electives in anthropology and/or sociology as desired, according to interest. All students become familiar with the basic theoretical issues surrounding the study of the social world and acquire the skills necessary to interpret research and carry out small-scale projects.

To earn a BA in Sociology/Anthropology, students must complete a minimum of 30 credit hours, which includes five core courses, one course in the diversity/inequalities category, and a minimum of two elective courses. The department does allow courses to count toward both ECCE and SOA major/minor requirements. Students are expected to meet with an SOA academic advisor before beginning the major, and periodically throughout the program to make sure they are working effectively toward their goals.

Core Courses		
SOA 302	Understanding Cultures	4
SOA 304	Human Evolution: Biological and Cultural	4
SOA 405	Sociocultural Theories	4
SOA 410	Senior Seminar	3
SOA 411	Social Research Methods	4
Diversity/Inequalities Requirement		
Select one of the following:		3-4
SOA 231	ECCE: Introduction to Race & Ethnicity in the U.S.	
SOA 441	ECCE: Global Social Stratification	
SOA 301	ECCE: Introduction to Women and Gender Studies	
Electives		
Students are required to take at least two elective courses in SOA. At least one course must be at the 400-level.		7-8
Total Hours		**30**

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[1]	Rhetoric and College Writing	3
Freshman Seminar[1]		3
COM 112[1]	Oral Communication	3
Science with lab (either life or physical science) [1]		4
	Hours	**13**
Spring		
ENG 102[1]	College Writing and Civic Engagement	3
Comparative Societies (Humanities)[1]		3
Humanities[1]		3
Social/Behavioral Science course[1]		3
MAT 111 (Math Skills)[1]	Quantitative Reasoning	3
	Hours	**15**
Year 2		
Fall		
Science without lab (life or physical science)[1]		3
Social/Behavioral Science course[1]		3
Visual/ Creative/Performing Arts Humanities[11]		3
SOA 101 or 221[1]	Introduction to Sociology	3
SOA 302 (OR SOA elective)[3]	Understanding Cultures	4
	Hours	**16**
Spring		
Applied Math[1]		3
SOA 304 (OR SOA elective)[3]	Human Evolution: Biological and Cultural	4
Elective or minor course[4]		4
Elective or minor course[4]		4
	Hours	**15**
Year 3		
Fall		
ECCE Global Issues[2]		3
SOA Diversity/Inequalities Elective[3]		4

SOA 302 (OR SOA elective)[3]	Understanding Cultures	4
Elective or minor course[4]		4
	Hours	**15**
Spring		
SOA 304 (OR SOA elective)[3]	Human Evolution: Biological and Cultural	4
SOA 411[3]	Social Research Methods	4
Elective or minor course[4]		4
Elective or minor course[4]		4
	Hours	**16**
Year 4		
Fall		
SOA 405[3]	Sociocultural Theories	4
Elective or minor course[4]		4
Elective or minor course[4]		4
UCCE U.S. Communities[2]		3
	Hours	**15**
Spring		
SOA 410[3]	Senior Seminar	3
ECCE AST [2]		3
Elective or minor course[4]		4
Elective or minor course[4]		4
UNI 301[2]	ECCE: Speakers Series	1
	Hours	**15**
	Total Hours:	**120**

1 This Course Fulfills General Education Requirements- 48 Hours

2 Students must complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speakers Series - 10 Hours

3 Soc/Ant Major Course work- 31 Hours

4 Electives- minimum 12 Hours that can be selected to earn a minor and can be outside of major.

Anthropology Minor

To earn a minor in Anthropology, students must complete a minimum of 15 credit hours, including two core courses and at least two elective courses. Students should consult with an academic advisor to identify electives appropriate to the minor. Classes used to complete the minor cannot also be used to satisfy degree requirements in the student's major, but they may indeed count toward ECCE requirements.

Core Courses		
SOA 302	Understanding Cultures	4
SOA 304	Human Evolution: Biological and Cultural	4
Elective Courses		
At least two elective courses in SOA, one of which must be chosen from the following:		7
SOA 102	World Cultures	
SOA 106	Peoples of the Past	
SOA 131	Latin American Expressions	
SOA 133	Women and Gender in Mexico and the US	
SOA 205	Introduction To Archaeology	
SOA 231	ECCE: Introduction to Race & Ethnicity in the U.S.	
SOA 281	Music, Technology, and Culture	
SOA 301	ECCE: Introduction to Women and Gender Studies	
SOA 305	ECCE: Women and Work in India and the US	
SOA 312	ECCE:Perspectives on Poverty	
SOA 322	ECCE: Gay and Lesbian Studies	
SOA 325	ECCE: Latina/o USA	
SOA 335	Jazz in American Culture	
SOA 338	ECCE: Sex, Gender, and Popular Culture	
SOA 353	ECCE: Women Across Cultures	
SOA 371	Prehistoric America	
SOA 372	ECCE: Nature, History, and Human Action	
SOA 408	Feminist Theories	
SOA 411	Social Research Methods	
SOA 419	ECCE: American Musics	
SOA 426	ECCE:Teen Talk-Culture and Adolesence	
SOA 428	Culture, Health, and Power	
SOA 442	Mexican Migration to the U. S.	
SOA 451	ECCE: Women of Color and Minority Women	
SOA 456	Global Masculinities	
SOA 457	ECCE: Masculinities	
SOA 472	European Prehistory	
SOA 473	Archaeological Field Course/Germany	
SOA 474	Jamaican Society	
SOA 480	Topics in Sociology/Anthropology	
SOA 481	North American Indians: Culture and Ecology	
SOA 482	Hunters And Gatherers	
SOA 501	Feminist Theories II	
Total Hours		**15**

Sociology Minor

To earn a minor in Sociology, students must complete a minimum of 15 credit hours, including two core courses and at least two elective courses. Students should consult with an academic advisor to identify electives appropriate to the minor. Classes used to complete the minor cannot also be used to satisfy degree requirements in the student's major, but they may indeed count toward ECCE requirements.

Core Courses		
SOA 101	Introduction to Sociology	3
or SOA 221	Social Problems	
SOA 405	Sociocultural Theories	4
or SOA 411	Social Research Methods	
Elective Courses		
Select at least two elective courses in SOA, one of which must be chosen from the list below. At least one elective must be at the 300- or 400-level.		8

SOA 221	Social Problems
SOA 222	American Society
SOA 231	ECCE: Introduction to Race & Ethnicity in the U.S.
SOA 232	Juvenile Delinquency
SOA 301	ECCE: Introduction to Women and Gender Studies
SOA 305	ECCE: Women and Work in India and the US
SOA 312	ECCE:Perspectives on Poverty
SOA 322	ECCE: Gay and Lesbian Studies
SOA 325	ECCE: Latina/o USA
SOA 338	ECCE: Sex, Gender, and Popular Culture
SOA 353	ECCE: Women Across Cultures
SOA 405	Sociocultural Theories
SOA 408	Feminist Theories
SOA 411	Social Research Methods
SOA 421	Criminological Theory
SOA 422	ECCE: Environmental Sociology
SOA 425	Law and Inequality
SOA 431	Sociology of Organizations
SOA 432	ECCE: Culture and Education
SOA 435	ECCE: Immigrants, Public Opinion, and Public Policy
SOA 441	ECCE: Global Social Stratification
SOA 442	Mexican Migration to the U. S.
SOA 451	ECCE: Women of Color and Minority Women
SOA 452	Sociology of Gender
SOA 454	Family Law
SOA 456	Global Masculinities
SOA 457	ECCE: Masculinities
SOA 461	Social Psychology: Sociological Perspectives
SOA 465	Religion, Society, and the Individual
SOA 474	Jamaican Society
SOA 480	Topics in Sociology/Anthropology
SOA 501	Feminist Theories II
SOA 563	Sociology of Death, Dying, and Bereavement
Total Hours	**15**

Theatre

Undergraduate Minor

www.uis.edu/theatre/
Email: theatre@uis.edu
Office Phone: (217) 206-6240
Office Location: VPA 62

Departmental Goals and Objectives

The Department of Art, Music, and Theatre includes academic programs of study in the disciplines of Art, Music, and Theatre. Art offers a B.A. in Visual Arts, as well as a minor in Visual Arts. Theatre offers a minor in Theatre, and Music provides various curricular and co-curricular offerings. The Department of Art, Music, and Theatre fosters study in the practical application of various arts disciplines, as well as study in the historical, cultural, and philosophical underpinnings of each discipline. Art courses are listed in the course schedule under visual arts with the prefix ART. Music courses are listed in the course schedule with the MUS prefix, and Theatre courses are listed in the course schedule with the prefix THE. Please refer to each discipline's catalog entry or website for information about courses, degree offerings, and co-curricular opportunities.

UIS students can take theatre course work towards completion of a minor in Theatre (18-19 hours), or as electives. The successful student completing a Theatre minor will learn theoretical and practical skills, both on and off stage. The minor in Theatre focuses on the process of various theatre practitioners, while also investigating the theatre's history and its current role in society. The combination of theatre courses and production experiences allows students to apply in the lab (the theatre) what they learn in the classroom. In addition, by participating in the theatrical process, students develop a strong sense of teamwork, as the process of creating theatre is largely collaborative.

Objectives of the theatre minor include:

- To provide an opportunity for students to further develop their talents as theatre artists, by working with great dramatic literature in the classroom and on the stage.
- To provide students the opportunity to develop a strong sense of teamwork, as the process of creating theatre is largely collaborative, and learning about creating theatre fosters collaborative skills, necessary in today's marketplace.
- To embody the idea that theatre is a vital artistic event, which brings people together to respond to one another's experiences/stories and to the world in which we live.
- To foster individuals who not only become more sophisticated theatre patrons, but who also may choose a career in the theatre.

Advising

Upon declaring a minor in Theatre, the student will be assigned a Theatre faculty advisor. Theatre minors are encouraged to consult with their advisor as they plan their course of study.

Transfer Courses

Students may petition to have theatre courses that were completed at a comparable institution count towards a UIS minor in Theatre. No more than two courses may transfer towards the UIS minor in Theatre. UIS Theatre will make the determination if the courses are equivalent to UIS course work. Please contact a theatre faculty member for details. Theatre/Production practicum credits from other institutions will not transfer to the minor.

Grading Policy

Students must earn a grade of C or better in all THE courses that apply toward the minor in Theatre (grades of C- or lower will not be accepted). Courses taken on a CR/NC basis will not count toward the minor in Theatre. The course grading policy is determined by each instructor as appropriate to the individual course and is announced at the beginning of the term. THE courses may be repeated for grade improvement only once.

Minor Requirements

The Theatre minor is available to all UIS majors. Required course work includes an introductory course, a performance course, a technical theatre course, and a theatre practicum course. Elective courses include a continuation of the acting course, a design course, and various other survey and studio courses for a total of 18-19 credit hours.

Required Courses		
THE 108	Principles of Stagecraft [1]	4
THE 273	Principles of Acting [1]	4
THE 274	Introduction to Theatre [1]	3
THE 475	Theatre Practicum	1-2
Elective Courses		
Select from the following courses. Please note, additional eligible courses may be added.		6
THE 308	Principles of Theatre Design (3 hours)	
THE 310	Topics in Theatre Production (3-4 hours)	
THE 320	Topics in Dramatic Literature (3 hours)	
THE/COM 323	Voice and Movement (4 hours)	
THE 325/ ENG 332/ WGS 332	Women Playwrights (3 hours)	
THE 327	Playwriting	
THE/COM 373	Intermediate Acting (4 hours)	
THE 381	Theatre History I (3 hours) [1]	
THE 475	Theatre Practicum (2-3 hours) [2]	
THE 476	Directing for the Theatre (4 hours)	
THE 477/ ENG 342	Playing Shakespeare (4 hours)	
Total Hours		**18-19**

1 These courses fulfill either Visual, Creative, and Performing Arts or Humanities requirements in the UIS General Education Curriculum.

2 No more than 4 credit hours of THE 475 Theatre Practicum may be counted towards the minor.

Visual Arts

Bachelor of Arts
Undergraduate Minor

www.uis.edu/visualarts/
Email: art@uis.edu
Office Phone: (217) 206-6240
Office Location: VPA 62

Departmental Goals and Objectives

The Department of Art, Music, and Theatre includes academic programs of study in the disciplines of Art, Music, and Theatre. Art offers a B.A. in Visual Arts, as well as a minor in Visual Arts. Theatre offers a minor in Theatre, and Music provides various curricular and co-curricular offerings. The Department of Art, Music, and Theatre fosters study in the practical application of various arts disciplines, as well as study in the historical, cultural, and philosophical underpinnings of each discipline. Visual Arts courses are listed in the course schedule with the prefix ART. Music courses are listed in the course schedule with the MUS prefix, and Theatre courses are listed in the course schedule with the prefix THE. Please refer to each discipline's catalog entry or website for information about courses, degree offerings, and co-curricular opportunities.

In Visual Arts courses, faculty and students work together in a professional and creative learning environment. The Bachelor of Arts curriculum allows students to tailor a course of study suited to their professional and personal ambitions. Students have the option to focus their studies in one media area, or sample a broad range of art and design perspectives. Visual Arts offers a variety of courses in the areas of painting, drawing, printmaking, ceramics, sculpture, graphic design, digital media, three-dimensional modeling, photography, art history, and art.

As an extension of classroom teaching, the department sponsors exhibitions of regionally and nationally recognized artists in the Visual Arts Gallery located on the second floor of the Health and Sciences Building. Students are expected to attend openings and concurrent workshops to gain exposure to contemporary art and access to the technical expertise of professional artists. Student participation is encouraged both in installation and management of the art gallery. Visual Arts majors culminate their study at UIS with the presentation of their own work at the Senior Exhibition held every spring at the Visual Arts Gallery. In addition, the Art Students League, a student group, organizes and curates exhibitions in the Access Gallery, an art space in the Visual and Performing Arts Building.

The Daniel Lesh Memorial Scholarship, the Glosecki Memorial Scholarship, the H. Albert Inkel Memorial Scholarship, and the Schnirring Dungan Scholarship are awarded to students pursuing a degree in Visual Arts. Additionally, students may apply for the Student Studio Award on an annual basis.

Assessment

It is recommended that students meet regularly with their advisor, typically once per term, to assess their progress. In the fall term of the senior year, Visual Arts majors are required to present works of art for preliminary review by Visual Arts faculty. Students that pass the preliminary review are approved for enrollment the following spring in the Visual Arts capstone course, ART 482 ECCE: Professional Skills. Students in ART 482 ECCE: Professional Skills are required to produce a finished body of work for exhibition at the end of the spring term. In addition to works of art, students produce artist's statements, a professional portfolio, and other supporting materials as specified by the instructor of record for the class. Finally, a committee consisting of the UIS Visual Arts faculty and one outside assessor conducts an oral defense for each capstone student and makes an assessment regarding the quality and professionalism of all presented materials.

The Bachelor's Degree

Admission Requirements

The Visual Arts bachelor's degree is open to all UIS students and transfer students who have met the entrance requirements for admission to UIS. Students interested in the Visual Arts major must make an appointment with a member of the faculty to determine the student's career goals, assess student readiness to begin course work,

and review a portfolio of his or her artwork. Prerequisite courses are outlined in the degree requirements section of the catalog. Visual Arts majors are required to complete all lower-division prerequisites before enrolling in upper-division Visual Arts courses.

Advising

All Visual Arts students are assigned an academic advisor upon declaration of the Visual Arts major. It is recommended that students meet with their assigned academic advisor and submit examples of their artwork for informal critique within their first term. Academic advisors work with students to ascertain career goals, to assess preparation and deficiencies, and to make a plan of study. Students are urged to consult their faculty advisors before registering each semester, particularly before registering for the last semester of classes. These meetings outline requirements for graduation and ensure the student has planned his/her schedule to take all necessary courses in order to graduate on time. Failure to meet with an academic advisor and to take requirements when they are available could lead to a delay of one semester or more in graduation.

Grading Policy

Students must earn a grade of C (2.00) or better in all ART courses that apply toward the major or minor (grades of C- or lower will not be accepted). A grade of C (2.00) or better must also be earned in all prerequisite courses. Courses taken on a CR/NC basis will not count toward the Visual Arts major or minor requirements.

Degree Requirements

Requirements for the UIS B.A. degree in Visual Arts are as follows:

Prerequisite Courses - Must be completed before enrolling in any upper division Visual Arts courses.		
ART 102	Two Dimensional Design	3
ART 112	Three Dimensional Design	3
ART 113	Drawing 1	3
Introductory level studio course (ART203, ART211, ART215, ART236, or ART251)		3
ART 261 & ART 262	History of Art I and History of Art II	6
Course Requirements		
Upper-division Art History courses (ART 300- or 400-level) * See course list below.		12
Upper-division Studio Art courses (ART 300- or 400-level) **See course list below.		24
ART 482 and ECCE requirements - ART482 ECCE: Professional Skills is a required course for the major and fulfills 3 hrs. of the required 10 hrs. of ECCE: Engaged Citizenship Common Experience		10
Total Hours		**64**

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements. An Advanced Placement (AP) score of 3 or higher in the Drawing, Two-Dimensional Design, and Three-Dimensional Design examinations can be used to fulfill the prerequisite courses ART 113 Drawing 1, ART 102 Two Dimensional Design, and ART 112 Three Dimensional Design.

Upper Division Art History Courses*

Art Majors - Select three of the following upper division art history courses - Total of 12 Hrs.

ART 365	ECCE: Women and Art in America	4
ART 366	ECCE: European Cinema	4
ART 419	Egyptology	4
ART 431	ECCE: Symbolist Movement in Europe: 1850 - 1920	4
ART 432	ECCE: Expatriate Paris	4
ART 463	Modern Art History	4
ART 464	Contemporary Art History	4
ART 465	Women in Art: Discovering Her Story	4
ART 468	Visual Literacy	4
ART 470	Special Art History Studies	4
ART 471	Philosophy of Art	2,4

Upper Division Studio Art Courses**

Art Majors - Select six of the following upper division art studio courses - Total of 24 hrs.

ART 306	Photography II	4
ART 312	Painting II	4
ART 321	Life Drawing	4
ART 332	Etching	4
ART 333	Screen Printing	4
ART 337	Digital Media: Print	4
ART 338	Digital Media: Web	4
ART 339	Digital Media: Animation	4
ART 341	Sculpture I	4
ART 342	Sculpture II	4
ART 352	Ceramics II	4
ART 372	Visual Storytelling and Reporting	4
ART 410	Special Studies In Ceramics	4
ART 411	Painting III	4
ART 412	Painting IV	4
ART 413	Printmaking II	4
ART 414	Printmaking III	4
ART 420	Special Studies In Sculpture	4
ART 422	Contemporary Drawing	4
ART 437	Digital Media: Typography	4
ART 441	Sculpture III	4
ART 442	Sculpture IV - Contemporary	4
ART 451	Ceramics III	4
ART 452	Ceramics IV	4
ART 455	Multi-Media Studio	4
ART 473	Advanced Visual Field Reporting	4
ART 474	Documentary Production	4
ART 480	Special Studio Studies	4

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1

Fall		Hours
ENG 101[2]	Rhetoric and College Writing	3
Freshman Seminar (Humanities or SS)[2,5]		3
Math Skills[2]		3
ART 102[1, 2]	Two Dimensional Design	3
	Hours	**12**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
Comparative Societies (Humanities or SS)[2]		3
Social/Behavioral Science course[2]		3
COM 112[2]	Oral Communication	3
ART 112[1, 2]	Three Dimensional Design	3
	Hours	**15**

Year 2

Fall		
Life Science (Students must complete 1 lab science in either life or physical science science)[2]		4
Social/Behavioral Science course[2]		3
Applied Math[2]		3
Elective or minor course		3
ART 261[1]	History of Art I	3
	Hours	**16**
Spring		
Physical Science (Students must complete 1 lab science course in either life or physical science)[2]		3
ART 113[1]	Drawing 1	3
ART 262[1]	History of Art II	3
Introductory Level Art Studio Course[1,6]		3
UNI 301[3]	ECCE: Speakers Series	1
Elective or minor course		3
	Hours	**16**

Year 3

Fall		
Elective or minor course		4
Upper-division Art History Course[4]		4
Upper-division Studio Course[4]		4
ECCE U.S. Communities or Global Awareness[3]		3
	Hours	**15**
Spring		
ECCE U.S. Communities or Global Awareness[3]		3
Upper-division Studio Course[4]		4
Upper-division Studio Course[4]		4
Elective or minor course		4
	Hours	**15**

Year 4

Fall		
Upper-division Art History Course[4]		4
Upper-division Studio Course[4]		4
Upper-division Studio Course[4]		4
Elective or minor course		4
	Hours	**16**
Spring		
ART 482[3]	ECCE: Professional Skills	3
Upper-division Studio Course[4]		4
Upper-division Art History Course[4]		4
Elective or minor course		4
	Hours	**15**
	Total Hours:	**120**

1. These Courses are Lower Division Prerequisite Course Requirements- 18 Hours
2. This Course Fulfills General Education Requirements
3. Students must complete ECCEs in at least 2 of the 3 ECCE requirements-U.S. Communities, Global Awareness, or Engagement Experience in addition to UNI301-Speakers Series. ART 482 ECCE: Professional Skills fulfills 3 hours of Engagement Experience. Students must be enrolled in at least one studio course during the preceding term to qualify for enrollment in ART 482.
4. Visual Arts Major Course work
5. If you take a Freshman Seminar that is not a Humanities or SS, work with your advisor to adjust this plan to account for all General Education requirements
6. ART203, ART211, ART215, ART236, or ART251

Visual Arts Minor

To earn a minor in Visual Arts, students must complete a minimum of 15 semester hours, which includes 12 hours of studio art courses and 3-4 hours of art history. Up to 3 hours of studio or art history transfer credit may be accepted. Students should consult with a visual arts academic advisor to ensure that they are meeting requirements as well as their individual needs.

Minor Requirements

Students must earn a grade of C or better in all courses for the minor. Grades of C- or lower will not be accepted.

At least **one *upper-division*** ART course must be selected from either the studio or art history options.

Art History Courses

Select one of the following:		3-4
ART 261	History of Art I	
ART 262	History of Art II	
ART 365	ECCE: Women and Art in America	
ART 366	ECCE: European Cinema	
ART 419	Egyptology	
ART 431	ECCE: Symbolist Movement in Europe: 1850 - 1920	
ART 432	ECCE: Expatriate Paris	
ART 463	Modern Art History	

ART 464	Contemporary Art History	
ART 465	Women in Art: Discovering Her Story	
ART 468	Visual Literacy	
ART 470	Special Art History Studies	
ART 471	Philosophy of Art	
Studio Art Courses		
Select 12 hours from the following:		12
ART 102	Two Dimensional Design	
ART 112	Three Dimensional Design	
ART 113	Drawing 1	
ART 203	Introduction to Ceramics	
ART 211	Introduction to Painting	
ART 215	Photography I	
ART 236	Introduction to Digital Media	
ART 251	Digital 3D Modeling	
ART 306	Photography II	
ART 312	Painting II	
ART 321	Life Drawing	
ART 332	Etching	
ART 333	Screen Printing	
ART 337	Digital Media: Print	
ART 338	Digital Media: Web	
ART 339	Digital Media: Animation	
ART 341	Sculpture I	
ART 342	Sculpture II	
ART 352	Ceramics II	
ART 372	Visual Storytelling and Reporting	
ART 410	Special Studies In Ceramics	
ART 411	Painting III	
ART 412	Painting IV	
ART 413	Printmaking II	
ART 414	Printmaking III	
ART 420	Special Studies In Sculpture	
ART 422	Contemporary Drawing	
ART 437	Digital Media: Typography	
ART 441	Sculpture III	
ART 442	Sculpture IV - Contemporary	
ART 451	Ceramics III	
ART 452	Ceramics IV	
ART 455	Multi-Media Studio	
ART 473	Advanced Visual Field Reporting	
ART 474	Documentary Production	
ART 480	Special Studio Studies	
Total Hours		**15-16**

Women and Gender Studies

Undergraduate Minor
Graduate Certificate (p. 169)

www.uis.edu/womenandgenderstudies/
Email: wgs@uis.edu
Office Phone: (217) 206-6962
Office Location: UHB 3038

Students in UIS' Women and Gender Studies minor and graduate certificate explore the construction, experience and questioning of gender and sexuality as key facets of human identity. Students investigate history, culture, society, psychology, science, communication, or art to see how human activities are produced, experienced, and interpreted by gendered subjects of different races, classes, nationalities, sexual orientations, religions, generations, and historical periods. Our interdisciplinary approach works well in combination with majors and master's degrees. The particular strengths of our department are our feminist and queer approaches to women's studies; critical men's studies or masculinities; LGBTQ studies; critical race studies; and social class studies from both US and global perspectives.

In the classroom, WGS faculty are committed to creating participatory learning environments. We emphasize student-centered and cooperative learning, critical thinking, openness to ideas and discussion, and respect for others. Students are encouraged to make connections between thought and action, the academy and the community, theory and practice. The department provides interested students with opportunities for internships, community-based projects, and research.

Minor and Certificate Opportunities

Students in all programs may take WGS courses as electives or they may pursue a minor. We also offer a graduate certificate, which may be incorporated into a graduate degree or taken as a free standing certificate. For more information, please refer to the Graduate Certificate in Women and Gender Studies (p. 169) section of this catalog.

Graduate students enrolled in 400-level WGS courses will be expected to demonstrate graduate-level competencies (especially in communication, research, analysis, and integrative skills) and to complete extended and advanced projects and/or readings.

WGS minor and graduate certificate students must select an academic advisor from among the department faculty and should regularly consult that advisor as they move toward their degree.

Degree Opportunities

Students can design their own degrees focusing on sex, gender, and sexuality through the Liberal Studies Department (B.A.) or the Liberal and Integrative Studies Department (M.A.). Students create their own curriculum by working with a degree committee that includes WGS, LIS/LNT and other faculty and peers. Students have designed degrees combining the study of gender and sexuality in areas such as media, arts, social services, law, criminal justice, and mental health.

Women and Gender Studies Minor

To earn a minor in Women and Gender Studies, students must complete a minimum of **15** semester hours. The program may approve the transfer of no more than two lower-division courses, and at least 7 hours must be upper-division course work taken at the University of Illinois at Springfield. Students must take at least one course in each area outlined below (foundation, diverse voices, theory, and elective).

Course Requirements

Foundation		
Select one of the following:		3-4
WGS/SOA 133	Women and Gender in Mexico and the US	
WGS/SOA 301/SWK 382	ECCE: Introduction to Women and Gender Studies	
Diverse Voices		
WGS/SOA 322	ECCE: Gay and Lesbian Studies	4
WGS 324	Working Class and Poor Women	4
WGS/SOA 353	ECCE: Women Across Cultures	4
WGS 365/AAS 335	ECCE: Black Women in Film History	3
WGS/AAS 403/ SOA 451/SWK 462	ECCE: Women of Color and Minority Women	4
WGS/SOA 457	ECCE: Masculinities	4
WGS/AAS 465	ECCE: Black Women Writers	4
CAP 351	ECCE: Global Gender/Transnational Sexualities (Honors Students only)	3
Theory		
WGS/PHI 411/ PSC 433/SOA 408	Feminist Theories	4
Elective		
An elective approved by your WGS advisor by petition		3-4

All substitutions must be approved by your WGS academic advisor.

College of Public Affairs and Administration

www.uis.edu/cpaa/
Office Phone: (217) 206-6523
Email: cpaa@uis.edu
Office Location: PAC 430

J. Mark Wrighton, Dean

The faculty and staff of the College of Public Affairs and Administration serve UIS students through a tradition of excellence and emphasize the interdisciplinary, experiential, and professional natures of education in the public affairs fields. We serve the capital city, the state of Illinois, the nation, and the world instilling in our students a commitment to lifelong learning, civic engagement, and public service. The faculty members of the College are innovators of the pedagogy and scholarship of public affairs. We are dedicated to excellent teaching, leading-edge scholarship, and public service, all of which further the public discourse, improve governmental processes, and enhance the quality of public policy outcomes.

The College offers educational opportunities for students at all levels, undergraduate through doctoral. We offer both degree and certificate programs in traditional classroom environments and through both fully-online and blended programs.

Criminal Justice

Bachelor of Arts
Undergraduate Minor

www.uis.edu/criminaljustice/
Email: crj@uis.edu
Office Phone: (217) 206-6301
Office Location: PAC 384

Departmental Goals and Objectives

Criminal Justice is an interdisciplinary field that studies crime and the ways society responds to crime. The Criminal Justice curriculum examines the nature and causes of crime, the purposes and activities of the criminal justice system, and the impact of crime on victims and society. Since crime is a social problem, many courses include the study of community-based programs and social service agencies as well as the components of the criminal justice system. The Criminal Justice Department, located within the College of Public Affairs and Administration, emphasizes the study of public policy and change efforts as an essential part of its curriculum. Students may have the opportunity to participate in public affairs research projects conducted by department faculty.

The Criminal Justice degree is designed for students interested in the general study of crime and the administration of justice and those pursuing professional careers in criminal justice or related fields. The degree also prepares students for entrance into graduate or professional schools in criminal justice, law, public administration, social work, and the social sciences.

The Criminal Justice major provides an integrated curriculum that emphasizes problem-solving and analytical skills, an approach favored by many criminal justice agencies and employers. The curriculum reflects the multidisciplinary character of the field, drawing on a variety of liberal arts and professional areas of expertise. Faculty associated with the department have degrees in fields such as criminal justice, criminology, law, political science, psychology, and sociology. Student majors take a core curriculum that familiarizes them with a range of perspectives, methods, and content areas of the criminal justice field. They may use their electives to take additional courses or to minor in another field.

All majors participate in an ECCE Engagement Experience through Internships and Prior Learning (EXL). Students have the opportunity to work with state agencies and training centers as well as local criminal justice and social service agencies.

The Bachelor's Degree

Admission Requirements

Transfer students admitted to UIS with 30 or more credit hours and a cumulative transfer grade-point average of at least 2.50 on a 4.0 scale qualify for full admission to the Criminal Justice Department. Transfer students with a cumulative GPA below 2.50 are granted conditional admission to the major that permits enrollment in up to 12 semester hours of advisor-approved courses during the first semester. The final decision on admission to the major for conditionally admitted students is made after completion of 9 to 12 hours at UIS. Students admitted to UIS with 0 to 29 hours of credit must file a declaration of major through the CRJ department.

Advising

All declared CRJ majors and minors are assigned a department faculty advisor. Faculty advisor contact information is included in the CRJ department welcome letter sent to each student as soon as they have declared CRJ as their major or minor. CRJ majors and minors should contact their assigned advisor each semester prior to enrolling in classes.

Grading Policy

Criminal justice majors must receive a grade of C (2.0) or better in all required core courses. Grades of C- or lower will not be accepted in these courses.

Transfer Courses

Transfer courses will be evaluated on a case-by-case basis.

Degree Requirements

Core Courses		
CRJ 239	Introduction to Criminal Justice	3
CRJ 315	Critical Thinking in Criminal Justice	3
CRJ 342	Statistics for Criminal Justice	3
CRJ 345	Research Methods in Criminal Justice	3
CRJ 421	Criminological Theory	3
CRJ 489	Senior Seminar	3
CRJ electives		
Students are required to complete at least 17 hours at the 300- or 400-level, which can include 300-400 level transfer courses. The remaining 6 hours may be taken at the 100, 200, 300, or 400 level and can include transfer courses.		23
Non-CRJ electives		

Students are required to complete 9 hours of 300- or 400-level course work that is not CRJ and can include 300 or 400 level transfer courses.	9
Other CRJ and University requirements	
Experiential learning in the CRJ field	6
Global Awareness (ECCE) or U. S. Communities (ECCE) [1]	3
ECCE Speaker Series	1
Total Hours	**60**

[1] May be taken through the CRJ Department, in addition to the required CRJ elective requirements.

Students should consult with their academic advisor in the major for specific guidance regarding completion of any general education and ECCE requirements.

Communication Skills

To satisfy the UIS communication skills requirement, students prepare a portfolio of written work from 300-level core courses, with the final assessment occurring in senior seminar.

The Minor in Criminal Justice

Grading Policy

Criminal justice minors must receive a grade of C (2.0) or better in all required core courses. Grades of C- or lower will not be accepted in these courses.

Transfer Courses

Transfer courses will be evaluated on a case-by-case basis.

To earn a minor in Criminal Justice, students must complete a minimum of **15** semester hours.

Core Course		
CRJ 239	Introduction to Criminal Justice [1]	3
CRJ Electives		
Requires 9 hours of 300- or 400-level coursework. The remaining 3 hours may be taken at the 100, 200, 300, or 400 level and can include a transfer course.		12
Total Hours		**15**

[1] Or transfer equivalent

Environmental Studies

Bachelor of Arts in Environmental Studies
Undergraduate Minor in Environmental Studies
Master of Arts – Environmental Studies (p. 172) (offered on campus and online)
Master of Science – Environmental Sciences (p. 173)
Graduate Certificate (p. 171)

www.uis.edu/ens/
Email: ens@uis.edu
Office Phone: (217) 206-6720
Office Location: PAC 309

Departmental Goals and Objectives

The goal of the Department of Environmental Studies is to enhance society's ability to create an environmentally-acceptable future. The undergraduate curriculum is designed for students to gain an understanding of approaches to balancing social and economic needs with environmental realities. Students will acquire knowledge and skills based on three broad learning outcomes:

1. competency in scientific concepts when studying the environment;
2. capacity to critically examine environmental issues and apply contributions from the natural sciences, social sciences, and the humanities for understanding and resolution of environmental issues and concerns; and
3. ability to demonstrate and integrate knowledge of natural resource policy, regulations, and the current issues in natural resource management.

Admission Requirements

There are no special admission requirements for either the Bachelor of Arts in Environmental Studies or the undergraduate minor in Environmental Studies beyond those required for admission to UIS.

Advising

Students are expected to meet with an ENS advisor before beginning the major or minor. At that meeting, the student and advisor will prepare a course plan to ensure that all requirements will be met.

For students pursuing the B. A. in Environmental Studies, ENS 251 and ENS 271 should be taken as early as possible because these courses establish a foundation on which subsequent courses will build. ENS 451 must be taken during one of a student's last two semesters, and can only be taken after successful completion of ENS 251, ENS 271, and at least five electives.

Grading Policy

To complete the B. A. degree, students must earn at least a C in each of the four required courses, and a C average (2.0 GPA) in the elective courses.

To complete the minor, students must earn at least a C in both of the two required courses (grades of C- or lower will not be accepted), and a C average (2.0 GPA) in the elective courses.

The Bachelor's Degree

To earn a Bachelor of Arts in Environmental Studies, students must complete four core courses and seven elective courses with a minimum of two courses from each focus area. Of the elective courses, a minimum of four must be at the 400 level; two of the remaining electives must be either 300 or 400 level. In addition, students must complete all general education requirements in the UIS undergraduate curriculum. Up to 9 semester hours of lower-division courses may be transferred from an accredited institution; the decision to accept transferred hours will be made on an individual basis by the department. Students are expected to meet with an ENS advisor soon after declaring the major.

Degree Requirements

Core Course Requirements		
ENS 251	Introduction to Environmental Sciences	3

ENS 271	Introduction to Sustainability	3
ENS 451	Undergraduate Capstone	3
ENS 476	ECCE: Environmental Ethics	3-4
List of focus areas and appropriate electives		
The 100- to 300-level elective courses listed below are each 3 credit hours. Undergraduate students enrolling in 400-level courses listed as “3 or 4 Hrs.” must enroll in the 3-credit hour section. 400-level courses counted toward an undergraduate degree cannot be taken again and counted for credit toward a graduate degree.		22
Environmental Policy/Law/Planning		
ENS 301	Environmental Justice in America	
ENS 403	Transportation: Problems and Planning Procedures	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 419	Environmental Law	
ENS 446	ECCE: Population and Public Policy	
ENS 449	Agricultural Politics & Policy	
ENS 485	Environmental Policies: Water Quality	
MPH 486	ECCE: Solid and Hazardous Wastes Policy	
Environmental Social Sciences/Humanities		
ENS 101	Women and the Environment	
ENS 201	Literature and the Environment	
ENS 311	ECCE: Global Change in Local Places	
ENS 331	ECCE: Evolution and Creationism	
ENS 411	ECCE: Introduction to Environmental Education	
ENS 412/HIS 459	World Environmental Thought	
ENS 418/HIS 438	American Environmental History	
ENS 421	Environmental Economics	
ENS/SOA 422	ECCE: Environmental Sociology	
ENS 448	Sustainable Food Systems	
ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs	
ENS 471	Culture and Conservation	
ENS 476	ECCE: Environmental Ethics	
ENS 479	Writing and the Environment	
ENS 481	Forest Policy & Management	
ENS 488	ECCE: China's Environment and the World	
SOA 372	ECCE: Nature, History, and Human Action	
Environmental Sciences		
ENS 151	Earth Science	
ENS 262	Environmental Physical Geography	
ENS 405	Fundamentals of Remote Sensing	
ENS 425	Ecological Issues	
ENS/BIO 444	Aquatic Ecology	
ENS/BIO 445	Biology Of Water Pollution	
ENS 447/ CHE 431	Environmental Chemistry	
ENS 463	Our Changing Climate	
ENS 464	Paleoecology	
ENS 465	Water Resources and Society	
ENS 468	Environmental Geology	
ENS 477	Renewable Energy	
BIO 371	Principles Of Ecology	
CHE 361	ECCE: Global Greening for a Sustainable Future	
CHE 363	ECCE: Energy and the Environment	
Total Hours		**34**

With approval of a student petition that specifies the elective category, students may count up to 4 hours of ENS 440 Topics in Environmental Studies.

Environmental Studies Minor

To earn a minor in Environmental Studies, students must complete a minimum of **16** credit hours, which includes two core courses and a minimum of three elective courses. Students are required to take at least three elective courses. At least one elective must be at the 400-level. No more than two electives may be taken from any one of the categories listed below. The Department of Environmental Studies may approve up to 7 semester hours of lower- and upper-division transfer credits toward the undergraduate minor in Environmental Studies. Students are expected to meet with an ENS advisor before beginning the minor.

Required Core Courses		
ENS 251	Introduction to Environmental Sciences	3
ENS 271	Introduction to Sustainability	3
The 100- to 300-level elective courses listed below are each 3 credit hours. Undergraduate students enrolling in 400-level courses listed as “3 or 4 Hrs.” must enroll in the 3-credit hour section. 400-level courses counted toward an undergraduate degree cannot be taken again and counted for credit toward a graduate degree.		10
Environmental Policy/Law/Planning		
ENS 301	Environmental Justice in America	
ENS 403	Transportation: Problems and Planning Procedures	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 419	Environmental Law	
ENS 449	Agricultural Politics & Policy	
ENS 446	ECCE: Population and Public Policy	
ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs	
ENS 481	Forest Policy & Management	
ENS 485	Environmental Policies: Water Quality	
Environmental Social Sciences/Humanities		
ENS 101	Women and the Environment	
ENS 201	Literature and the Environment	
ENS 311	ECCE: Global Change in Local Places	
ENS 331	ECCE: Evolution and Creationism	
ENS 411	ECCE: Introduction to Environmental Education	
ENS 412/HIS 459	World Environmental Thought	
ENS 418/HIS 438	American Environmental History	

ENS 421	Environmental Economics	
ENS 448	Sustainable Food Systems	
ENS/SOA 422	ECCE: Environmental Sociology	
ENS 471	Culture and Conservation	
ENS 476	ECCE: Environmental Ethics	
ENS 479	Writing and the Environment	
ENS 488	ECCE: China's Environment and the World	
Environmental Sciences		
ENS 151	Earth Science	
ENS 262	Environmental Physical Geography	
ENS 405	Fundamentals of Remote Sensing	
ENS 425	Ecological Issues	
ENS/BIO 444	Aquatic Ecology	
ENS/BIO 445	Biology Of Water Pollution	
ENS 447/ CHE 431	Environmental Chemistry	
ENS 463	Our Changing Climate	
ENS 464	Paleoecology	
ENS 465	Water Resources and Society	
ENS 468	Environmental Geology	
ENS 477	Renewable Energy	3,4
Total Hours		**19-20**

With approval of a student petition that specifies the elective category, students may count up to 4 hours of ENS 440 Topics in Environmental Studies.

Global Studies

Bachelor of Arts – Global Studies
Undergraduate Minor – International Studies

www.uis.edu/globalstudies/
Email: gbl@uis.edu
Office Phone: (217) 206-6646
Office Location: PAC 350

Departmental Goals and Objectives

The world of the twenty-first century is one of both great promise and great danger; one in which technological changes promise to bring us closer together, but ideological, cultural and religious diversity threaten to pull us apart. The task of a university in this complex era must be to produce students, who, as citizens and community leaders, can provide an informed public that can make the difficult policy choices future generations will face.

Global Studies examines the interactions and inter-relations among countries and peoples across the global; studies particular regions and cultures in a comparative and interactive way; and considers issues affecting more than one country. The curriculum is designed to provide students with the tools necessary to understand how other peoples see the world and the issues confronting the global community. The degree uses an interdisciplinary approach that emphasizes political science, history, economics, sociology/anthropology, communications, gender studies, and environmental studies. Within these disciplines, as well as across them, students learn a variety of theoretical approaches for understanding global issues such as war and peace, globalization, and development.

The Bachelor's Degree

Admission Requirements

The Global Studies Department has no special entrance requirements beyond those required for admission to UIS.

Advising

Majors in Global Studies are advised by faculty appointed to the program. However, majors are welcome to seek the advice of associated faculty who teach courses in the program as well. Particular care is required in choosing courses in the upper division concentrations, and one of the tracks (the self-designed concentration) requires the written approval of an advisor.

Grading Policy

Global Studies majors must receive a grade of C (2.0) or better in GBL 301 and in GBL 491.

Transfer Courses

Transfer courses will be evaluated on a case-by-case basis.

Communication Skills

Every Global Studies student is required to demonstrate, by testing or successful completion of four semesters of college-level foreign language, an intermediate competency in a spoken language other than their native tongue.

Degree Requirements

The overarching theme of Global Studies is an integrated, interdisciplinary approach to global learning. This is carried out primarily through courses at the introductory level and the capstone. These courses are designed to introduce students to thinking about the world in an interdisciplinary fashion, and at the end of their major to help them understand how all of the parts they have studied interrelate with each other. In between, majors are required to take a core curriculum in economics, history, political science, and world cultures. Once the core curriculum is completed, students have the choice of taking one of several concentrations or tracks: in Globalization, in Politics and Diplomacy, or a self-designed tracks agreed upon between the student and his/her advisor.

A second element of the major requires each student to take course work that introduces both international and comparative methods of analysis. This is done explicitly in the core courses on international relations, comparative politics, and world cultures. As a result, students learn not only the power of interdisciplinarity, but also how these disciplines can be applied in a variety of ways to understand relationships and focus on both similarities and differences among nations and societies.

Core Courses

GBL 301	Introduction to Global Studies	3
ECO 201	Introduction to Microeconomics	3
ECO 202	Introduction to Macroeconomics	3
Select one of the following Regional History courses:		3
HIS 118	Making of the West	

HIS 160	Topics in Middle Eastern History	
HIS 161	Introduction to the Modern Middle East	
HIS 176	History of Premodern East Asia	
HIS 177	History of Modern East Asia	
HIS 202	European History	
PSC 371	ECCE: Introduction to Comparative Politics	3
PSC 373	ECCE: Introduction to International Relations	3
Select one of the following Culture courses:		3
SOA 102	World Cultures	
ENG 152	Introduction to World Literature	
GBL 331	ECCE: Cultural Geography	
GBL 491	Global Studies Capstone	3
Total Hours		**24**

After completion of the the first six core courses above, students then focus on one of a number of topical concentrations (12 to 16 hours). Two of those concentrations are Globalization, and International Politics and Diplomacy. A third option allows for a self-designed concentration (with advisor approval) that focuses on a thematic topic such as the Environment & Development, Women Across Cultures, etc.

- Globalization Concentration (p. 116)
- Politics and Diplomacy Concentration (p. 116)
- Self-Designed or Topical Concentration (p. 117) (advisor approval required)

The final course in the curriculum, GBL 491-Global Studies Capstone, is designed to help students to weave together the components of their curriculum.

While theory is important, Global Studies majors also have the opportunity to put their learning to the test of experience. One of these ways could include participating in the Model United Nations (MUN) simulation (by taking PSC 483), which requires students to represent a country (usually not the US) at the UN, learn UN procedures, practice the diplomatic arts of persuasion and coalition building, and learn about the issues facing their adopted country. A second way that students can learn from experience is by participating in one of our study-abroad programs. Special encouragement is given to students to enhance their foreign language skills by choosing to study abroad in a country where the foreign language of their choice is spoken. Finally, each Global Studies major is required to do a 3-6 hour "civic engagement" experience. In addition to Study Abroad, this might include doing an internship at the US headquarters of a multinational corporation, or for a non-governmental organization (NGO) dealing with human rights or the environment.

International Studies Minor

The International Studies minor (under the Global Studies program) provides students with the tools necessary to better understand the complex and changing world of the twenty-first century. The learning objectives of the minor are to convey knowledge not only of global issues, but also of comparative methods of analysis (i.e., the similarities and differences between and among states, societies, and cultures); and to provide an interdisciplinary approach that integrates the knowledge and methods that history, political science, economics, sociology/anthropology, women and gender studies, and geography/environmental studies have to offer.

To earn a minor in International Studies, students must complete a minimum of 15 or 16 semester hours of upper-division course work at the UIS. In exceptional cases, a student may petition to have up to eight hours of transfer credit accepted toward the minor. Transfer students still must take the core course and follow distribution requirements.

The required core for the minor is GBL 301 Introduction to Global Studies. In addition, electives, totaling 12-16 semester hours, must be taken from two areas:

1. Two courses (6-8 credits) that provide an international perspective, and
2. Two courses (6-8 credits) that provide a comparative perspective

Students may not take more than one course in their major field of study to fulfill the International Studies minor requirements. Students should consult with a Global Studies faculty member to ensure that they are meeting their individual needs and the requirements for the major.

Core Course		
GBL 301	Introduction to Global Studies	3
International courses		
ECO 447	International Trade and Finance	3
ECO 449	International Business	3
ENS 488	ECCE: China's Environment and the World	3
HIS 375	ECCE: Conflict in the Middle East	4
HIS 378	ECCE: Christian-Muslim Encounters	4
HIS 443	American Foreign Relations in the 20th Century	4
HIS 460	Studies in Latin American History	4
HIS 463	Europe In The 20th Century	4
HIS 470	Topics in 20th Century World History	4
HIS 476	Modern China	4
MGT 485	International Management	3
PSC 373	ECCE: Introduction to International Relations	3
PSC 478	National Model United Nations	1
PSC 483	Model United Nations	3
PSC 428	Globalization and the Future of Democracy	4
PSC 462	International Law and Organizations	3
PSC 463	International Political Economy	3
PSC 464	ECCE: Latin American Politics	3
PSC 470	Terrorism and Public Policy	3
PSC 473	War and Peace	3
PSC 474	American Foreign Policy	3
PSC 476	International Politics of the Middle East	3
PSC 477	Russian Politics	3
Comparative courses		
BUS 381	ECCE: Business and Developing Countries	3
COM 425	ECCE: Intercultural Communication	4
CRJ 346	ECCE: International Criminal Justice Systems	3
CRJ 415	ECCE: Crime and Sentencing: Global Issues	3
ECO 302	Macroeconomics in a Global Economy	3
ECO 421	Comparative Economic Systems	3
ECO 445	Economic Development	3
ENS 311	ECCE: Global Change in Local Places	3

ENS 412	World Environmental Thought	4
ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs	3
ENS 446	ECCE: Population and Public Policy	3
ENS 463	Our Changing Climate	3
GBL 331	ECCE: Cultural Geography	3
HIS 365	ECCE: Culture Wars/Europe	4
HIS 475	ECCE: Nationalism and Imperialism	4
HIS 483	ECCE: Anime, History, and Memory	4
MPH 301	ECCE: Global Evironmental Health	3
MPH 471	ECCE: Emerging Diseases	3
PHI 315	Comparative Philosophy of Religion	3
PHI 416	Continental Philosophy	3
PSC 371	ECCE: Introduction to Comparative Politics	3
PSC 422	ECCE: Politics and Religion: Culture Wars	4
SOA 302	Understanding Cultures	4
SOA 325	ECCE: Latina/o USA	4
SOA/WGS 353	ECCE: Women Across Cultures	4
SOA 428	Culture, Health, and Power	4
SOA 441	ECCE: Global Social Stratification	4
SOA 455	Women in Political Movements: A Cross-Cultural Perspective	4
SOA 456	Global Masculinities	4
SOA 458	ECCE: Global Social Change and Transnational Movements	4

Other programs associated with International/Global Studies include the following:

Model United Nations (MUN) is designed to teach students how the United Nations fosters peace in the international system. The MUN courses (PSC 478 and PSC 483) allow students to participate in committee simulations where world problems are debated and solutions are presented. Students learn how to operate in a caucus environment while role-playing a country that is not their native homeland. The courses are specifically designed to prepare UIS students to compete at the National Model United Nations Conference held annually in New York City.

The **Global Experience Program** includes UIS study-abroad seminars and exchange programs, as well as programs administered by other universities and educational institutions. UIS has developed short-term study-abroad programs in a number of countries; yearly offerings vary. UIS has also signed exchange agreements with a range of universities across the world. These exchange agreements permit UIS students to study at the partner institutions for a semester or year paying UIS tuition. For more information regarding Study Abroad contact intprog@uis.edu. (intprog@uis.edu) Other UIS partnerships to promote international/global studies include the Sister Cities Association of Springfield and the World Affairs Council of Central Illinois.

Globalization Concentration

Students must choose four courses from this list of electives.

BUS 381	ECCE: Business and Developing Countries	3
COM 425	ECCE: Intercultural Communication	4
ECO 302	Macroeconomics in a Global Economy	3
ECO 421	Comparative Economic Systems	3
ECO 445	Economic Development	3
ECO 447	International Trade and Finance	3
ECO 449	International Business	3
ENS 311	ECCE: Global Change in Local Places	3
ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs	3
MGT 485	International Management	3
PSC 372	ECCE: Global Issues	3
PSC 428	Globalization and the Future of Democracy	4
PSC 463	International Political Economy	3
SOA 441	ECCE: Global Social Stratification	4
SOA 458	ECCE: Global Social Change and Transnational Movements	4

Politics and Diplomacy Concentration

Students must choose four courses from this list of electives.

ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs	3
HIS 375	ECCE: Conflict in the Middle East	4
HIS 378	ECCE: Christian-Muslim Encounters	4
HIS 443	American Foreign Relations in the 20th Century	4
HIS 463	Europe In The 20th Century	4
HIS 470	Topics in 20th Century World History	4
HIS 475	ECCE: Nationalism and Imperialism	4
PSC 372	ECCE: Global Issues	3
PSC 422	ECCE: Politics and Religion: Culture Wars	4
PSC 462	International Law and Organizations	3
PSC 464	ECCE: Latin American Politics	3
PSC 470	Terrorism and Public Policy	3
PSC 473	War and Peace	3
PSC 474	American Foreign Policy	3
PSC 476	International Politics of the Middle East	3
PSC 477	Russian Politics	3
PSC 478 & PSC 483	National Model United Nations and Model United Nations	4
SOA 458	ECCE: Global Social Change and Transnational Movements	4

Self-Designed Regional or Topical Concentration

With advisor approval, students may create a thematic or regional concentration with four elective courses from the following list.

BUS 381	ECCE: Business and Developing Countries	3
COM 425	ECCE: Intercultural Communication	4
CRJ 346	ECCE: International Criminal Justice Systems	3
CRJ 415	ECCE: Crime and Sentencing: Global Issues	3
ECO 302	Macroeconomics in a Global Economy	3
ECO 427/HIS 422/LES/PSC 422	ECCE: Politics and Religion: Culture Wars	4
ENS 311	ECCE: Global Change in Local Places	3
ENS 412	World Environmental Thought	4
ENS 446	ECCE: Population and Public Policy	3
ENS 461	ECCE: Geopolitics: Geographical Aspects of International Affairs	3
ENS 463	Our Changing Climate	3
ENS 488	ECCE: China's Environment and the World	3
HIS/SOA 325	ECCE: Latina/o USA	4
HIS 365	ECCE: Culture Wars/Europe	4
HIS 375	ECCE: Conflict in the Middle East	4
HIS 378	ECCE: Christian-Muslim Encounters	4
HIS 463	Europe In The 20th Century	4
HIS 475	ECCE: Nationalism and Imperialism	4
HIS 476	Modern China	4
LNG 321	Spanish Civilization and Culture	4
MGT 485	International Management	3
MPH 301	ECCE: Global Evironmental Health	3
MPH 471	ECCE: Emerging Diseases	3
PHI 315	Comparative Philosophy of Religion	3
PHI 416	Continental Philosophy	3
PSC 372	ECCE: Global Issues	3
PSC 422	ECCE: Politics and Religion: Culture Wars	4
PSC 428	Globalization and the Future of Democracy	4
PSC 462	International Law and Organizations	3
PSC 463	International Political Economy	3
PSC 464	ECCE: Latin American Politics	3
PSC 470	Terrorism and Public Policy	3
PSC 474	American Foreign Policy	3
PSC 476	International Politics of the Middle East	3
PSC 473	War and Peace	3
PSC 477	Russian Politics	3
PSC 478	National Model United Nations	1
PSC 483	Model United Nations	3
SOA 302	Understanding Cultures	4
SOA 325	ECCE: Latina/o USA	4
SOA 353	ECCE: Women Across Cultures	4
SOA 428	Culture, Health, and Power	4
SOA 441	ECCE: Global Social Stratification	4
SOA 455	Women in Political Movements: A Cross-Cultural Perspective	4
SOA 456	Global Masculinities	4
SOA 458	ECCE: Global Social Change and Transnational Movements	4

Legal Studies

Bachelor of Arts
Master of Arts (p. 173)
Graduate Certificates (p. 174) – 1

www.uis.edu/legalstudies/
Email: les@uis.edu or les-online@uis.edu
Office Phone: (217) 206-6535
Office Location: PAC 350

Departmental Goals and Objectives

The Legal Studies Department offers both an undergraduate degree (B.A.) and a graduate degree (M.A.) in legal studies. The department emphasizes law in a societal context within a broad-based liberal arts curriculum. The department seeks to develop the student's knowledge and understanding of the legal system and to enhance skills in analytical thinking, research, and writing. The department also seeks to develop professional and scholarly skills that graduates will need in law-related careers or graduate-level studies.

Knowledge of the law and the legal system is important for individuals in a wide array of careers, including politics, government, law enforcement, social work, lobbying, legislative work, legal analysis, nonprofit work, corrections, human resources, and court administration. Many professionals, especially in the public sector, need a comprehensive understanding of what the legal system is, how it works, how it interrelates with social change, and how it assists people in asserting their rights.

The objectives of the legal studies department are:

1. To develop analytical skills necessary to appreciate law as a social phenomenon;
2. To develop an understanding of how law is created, applied, interpreted, and changed;
3. To impart knowledge of substantive areas of the law;
4. To provide clinical or direct working experience in legal environments;
5. To perfect student skills in legal research, writing, and analysis; and
6. To provide an interdisciplinary liberal arts education.

Students interested in learning more about legal studies or preparing to designate legal studies as an academic major should contact the Legal Studies Department. For advice on what kinds of classes provide good preparation for law school or information about how legal studies prepares students for law, students should contact the Pre-Law Center at (217) 206-4529 or prelawcenter@uis.edu.

The Bachelor's Degree

Admission Requirements

The student seeking admission to the Legal Studies B.A. degree must meet all campus requirements for undergraduate admission. Information about these requirements is available from the Office of Admissions. The department requires no additional application for

undergraduate admission. Students enter the department at the junior level and are expected to have successfully completed the following courses with a grade of C (2.0) or better (grades of C- or lower will not be accepted): at least six semester hours of English composition and six semester hours of humanities. Students not meeting these requirements must take a 100- or 200-level writing and/or humanities course during their first semester at UIS.

The department requires that all undergraduate majors complete a course in American government and a course in the American legal system as freshmen or sophomores before taking LES 303 American Law in Comparative Perspective. LES 201 Introduction to the American Political System and LES 202 Introduction to the American Legal System fulfill these requirements. Legal Studies majors should have an interest in the law and legal process and be prepared to engage in a rigorous educational experience.

Advising

A faculty advisor is assigned to each student after the student has been fully admitted to the LES Department. Students without an official advisor should refer to the department chair for advising until a permanent advisor is assigned.

Faculty advisors help students plan their overall course of undergraduate or graduate study. The advisor provides advice and assists the student if any difficulties arise during his or her UIS career. Advisors are required to sign off on a variety of forms, including applications for clinical education or thesis studies. Students should talk to their faculty advisors at least once each semester.

A student may change his or her advisor by filing a form for this purpose, available through the department office.

Grading Policy

The Legal Studies program has no grading policy different from that used by the UIS campus.

Degree Requirements

A Legal Studies Degree allows students the flexibility to focus on the knowledge and skills they will need to be successful in their future career plans.

The degree entails required core and elective courses. Required courses give students the opportunity to acquire essential legal background and to develop needed skills. Elective courses allow students to focus their program of study in a specific area. LES 307 is designated as the UIS communications competency course. (Please refer to the Communication Requirement section below.)

Students should be aware that required courses are not offered every semester. Students are strongly advised to consult with their academic advisors or the department chair before registering. To ensure that all course work is properly integrated, students are encouraged to work out plans for their academic careers in conjunction with their LES advisor(s).

Students should consult with the College of Public Affairs and Administration Undergraduate General Education Advisor for specific guidance regarding completion of general education requirements. The College General Education Advisor may be reached at (217) 206-6573.

The Legal Studies B.A. degree requires each student to take a minimum of three hours of Applied Study Term internship for their ECCE Engagement Experience requirement. Students may take up to six hours of Applied Study Term; any hours beyond three will be credited as elective hours. Double majors may have different internship requirements and should consult with their LES and other major advisors.

When necessary and advisable, students may waive the program's three-hour internship requirement and substitute another ECCE course in its place. Waivers are given only in exceptional cases.

Students who double-major in Legal Studies and Political Science may count cross-listed courses with a PSC prefix as electives in Legal Studies.

Core courses – required of all undergraduate students		
LES/PSC 202	Introduction to the American Legal System	3
LES 303	American Law in Comparative Perspective	3
LES 307	Law and Society	3
LES 352	History of American Law	3
LES 401	Legal Research And Citation	4
LES 414	American Constitution: Government Powers and Institutions	3
LES/PSC 416	The American Constitution and Civil Liberties	3
LES 489	Closing Seminar: Ethics and Current Legal Questions	3
LES Electives		9
Total Hours		**34**

Communication Requirement

UIS requires that students demonstrate proficiency in writing skills before attaining a degree. Each student's writing skills are initially assessed by instructors in legal studies courses. Students who are identified as having writing difficulties are required to develop a plan of improvement with their advisors.

Certification of communication skills for LES majors occurs through an assessment of the student in both LES 303 American Law in Comparative Perspective and LES 307 Law and Society. Students must demonstrate competency in standard written English by passing the writing portion of the courses with a grade of C or better (grades of C- or lower will not be accepted) to meet this campus requirement. Students who do not demonstrate adequate written communication skills will be required to take one or more lower division writing courses to address the writing deficiencies before being allowed to graduate.

Closure Requirement

Students must complete a minimum of 48 upper-division hours and fulfill all department and general education requirements to graduate. Each student must submit a completed graduation application by the deadline date designated by the Office of Records and Registration for the applicable semester. A Graduation Application Signature Form must be approved and signed by the student's advisor and the department chair and submitted to the Office of Records and Registration by the specified deadline.

Graduation application instructions and the required Graduation Application Signature Form are available on the Office of Records and Registration website (www.uis.edu/registration/forms/).

Legal Assistant Certificates

After graduation, students will receive a Legal Assistant Certificate if they have received a B (3.0) or better in LES 401 Legal Research And Citation, LES 402 Legal Writing and Analysis, and LES 403 Civil Practice Skills, and have earned at least a 2.5 cumulative GPA. The certificate reflects that the student has successfully completed a comprehensive bachelor's degree legal assistant training program. Legal assistants are skilled professionals able to perform many tasks and services under the supervision of a licensed attorney.

Political Science

Bachelor of Arts
Integrated B.A. / M.A in Practical Politics
Undergraduate Minor
Master of Art (p. 175)*s*
Graduate Certificate (p. 176)

www.uis.edu/politicalscience/
Email: pos@uis.edu
Office Phone: (217) 206-6646
Office Location: PAC 350

Departmental Goals and Objectives

The State of Illinois has one of the nation's more interesting political cultures. Located in Springfield, the hub of Illinois political activity, UIS is able to provide a laboratory for the study of government and politics.

UIS students encounter political science in a setting where practical politics brings theoretical studies to life. Opportunities for experiential learning are available through a legislative internship program for undergraduate majors and through internships and assistantships for graduates. By using electives in particular areas of public policy and professional studies, students are able to develop research skills and acquire broad academic backgrounds reflecting the rich political resources readily available in the capital city.

Students are encouraged to participate in special activities related to their course of study. The Political Science Department is strongly involved in Model Illinois Government and, with faculty and students in Global Studies, in Model United Nations. Students and faculty in Political Science also regularly attend several public affairs conferences.

The Bachelor's Degree

A major in Political Science provides students with a systematic knowledge of political life, helping them evaluate public issues and make decisions through a balanced program of study in which philosophical, empirical, and policy concerns complement one another. The Political Science curriculum offers a flexible course of study that provides a solid foundation for a career in law, politics, public service, research, or teaching. The department is strong in the study of American national and state politics, politics and law, political philosophy, comparative and international politics, and political behavior. Individual faculty have special competencies in such topics as public opinion, elections and election reform, voting behavior, legislative politics, state politics and policy, human rights, women's rights, sexuality and politics, globalization, critical theory, international political economy, and American foreign policy. Faculty are also active in the UIS Institute for Legal, Legislative, and Policy Studies and participate in several internship programs sponsored by UIS.

Admission Requirements

The Political Science Department has no special entrance requirements beyond those required for admission to UIS.

Advising

Entering students are assigned an initial faculty advisor when they declare Political Science as their major field of study. After their first semester, when they are acquainted with the faculty and are more knowledgeable about the department and the campus, students may wish to select permanent advisors. The course of study for the B.A. is planned jointly with the academic advisor, so students should consult with their advisors before each registration and from time-to-time during the semester.

One distinct advantage of the program is its location in Springfield, affording opportunities to participate directly in politics. Cooperation between UIS and governmental and private agencies provides many opportunities for experiential learning in public affairs research and politics.

Grading Policy

The Political Science department has no grading policy different from that used by the UIS campus.

Honors in Political Science

Students with at least 15 completed hours in Political Science courses with a minimum 3.50 GPA in those courses may apply for participation in the department's honors program. To graduate with Honors in Political Science, students must successfully complete an independent research project in PSC 486 Honors Closing Seminar. Students are also able to take a graduate-level course in Political Science as an elective. (Please be aware that any graduate-level course counted toward credit in a student's undergraduate degree cannot later be counted toward a graduate degree.)

Communication Skills

Both the study and the practice of politics require that students/citizens speak, write, and read well. These skills are also critical for successful careers in government, law, and business.

Degree Requirements

Following is a list of required courses. Students who believe that they have had a comparable course at their four-year or community colleges may petition the department to waive the course requirements. Students may petition to count a maximum of four courses as transfer credit toward the PSC major. Students are encouraged to take the foundation courses, including PSC 451, before taking other 400-level courses.

Core Courses		
PSC/LES 201	Introduction to the American Political System	3
PSC 325	Introduction to Political Philosophy	3
PSC 371	ECCE: Introduction to Comparative Politics	3
PSC 373	ECCE: Introduction to International Relations	3

PSC 451	Empirical Political Analysis	3
PSC 485	Closing Seminar	2
or PSC 486	Honors Closing Seminar	
Political Science electives		
Must be at the 300- and 400-level.		15
Total Hours		**32**

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements. Students seeking a double major in Political Science and Legal Studies may count cross-listed courses with a Legal Studies (LES) prefix as electives in Political Science and may count cross-listed courses with a Political Science (PSC) prefix as electives in Legal Studies. These students may also use PSC 451 toward the Legal Studies' requirement LES 472.

Engagement Experience/ECCE

Students are required to complete a minimum of 10 semester hours of Engaged Citizenship Common Experience (ECCE) requirements in the areas of U.S. Communities, Global Awareness, Engagement Experience, and ECCE Speaker Series.

In political science, all majors must complete six hours of Engagement Experience – an internship program which emphasizes improvement of the student's ability to learn from experience, career assessment, relationships between theory and practice, and realistic appreciation of public affairs. The PSC department requires that students use six hours of ECCE credit toward the Engagement Experience. Students fulfill this requirement by enrolling in EXL 300 ECCE: General Applied Study Term for six credit hours.

If a student can justify a different distribution of the 10-hour requirement, (s)he may claim an exception to the rule by petitioning the Political Science department.

Students must also take a 3 or 4 hour U. S. Communities Course as a part of completing ECCE requirements.

Degree Plan*

***Listed below is a SUGGESTED Degree Plan. For OFFICIAL program information, please refer to the catalog content above and consult your academic advisor.**

Year 1		
Fall		**Hours**
ENG 101[2]	Rhetoric and College Writing	3
Visual/Performing Arts Humanities Requirement [2]		3
Non-lab Science (life or physical science)[2]		3
Freshman Seminar[2]		3
Elective (lower division 100/200)[1]		3
	Hours	**15**
Spring		
ENG 102[2]	College Writing and Civic Engagement	3
Humanities Course[2]		3
PSC 201 (Social Science)[2]	Introduction to the American Political System	3
Comparative Societies (Humanities or Social Science)[2]		3
Math Skills[2]		3
	Hours	**15**
Year 2		
Fall		
COM 112[2]	Oral Communication	3
Social Science Course[2]		3
Lab science (life or physical science)[2]		4
PSC 325, 371, or 373[1]	Introduction to Political Philosophy	3
Elective (lower division 100/200)[1]		3
	Hours	**16**
Spring		
Math Applied[2]		3
PSC 325, 371, or 373[1]	Introduction to Political Philosophy	3
ECCE U.S. Communities[3]		3
Elective (lower division 100/200)[1]		3
Elective (lower division 100/200)[1]		3
	Hours	**15**
Year 3		
Fall		
300-400 level PSC Elective[4]		3
PSC 325, 371, or 373[1]	Introduction to Political Philosophy	3
PSC 451[1]	Empirical Political Analysis	3
300-400 level PSC Elective[4]		3
300-400 level General Elective[5]		3
	Hours	**15**
Spring		
300-400 level General Elective[5]		3
300-400 level General Elective[5]		3
300-400 level General Elective[5]		3
300-400 level PSC Elective[4]		3
300-400 level General Elective[5]		3
	Hours	**15**
Year 4		
Fall		
300-400 leve PSC Elective[4]		3
300-400 level General Elective[5]		3
ECCE Speaker Series[3]		1
EXL 300 (ECCE Engagement)[3]	ECCE: General Applied Study Term	6
300-400 level General Elective[5]		3
	Hours	**16**
Spring		

300-400 level General Elective[5]		3
300-4000 level PSC Elective[4]		3
300-400 leve PSC Elective[4]		3
300-400 level General Elective[5]		3
PSC 485[4]	Closing Seminar	2
	Hours	**14**
	Total Hours:	**121**

1 These Courses are Lower Division Foundation Course Requirements- 24 Hours

2 This Course Fulfills General Education Requirements- 43 Hours

3 Students must complete ECCEs in at least 2 of the 3 ECCE categories - U.S. Communities, Global Awareness, Engagement - per major requirements in addition to Speakers Series - 10 Hours

4 Political Science Major Course work- 20 Hours

5 Upper Division Electives- minimum 12 Hours that can be selected to earn a minor and can be outside of major.

Online Political Science Bachelor's Degree Program

Students in the online Political Science BA Degree Program complete all of their courses and degree requirements 100% online. Both the on-campus Political Science Bachelor's Degree Program and the online program have identical curricular requirements (http://www.uis.edu/politicalscience/curriculum/bachelorsdegree/curriculum).

In order to be admitted to the online BA program in Political Science, students must have a minimum of 3.0 GPA and reside at least 50 miles outside of Springfield. Students should apply directly through the Office of Admissions (http://www.uis.edu/admissions/applyToday).

The University of Illinois is not authorized to offer online distance education programs to students in the State of Maryland.

To graduate with a BA in political science, students must complete 32 credit hours consisting of 17 core hours, including the closing seminar, and 15 elective hours. Students must also complete the ECCE requirements (http://www.uis.edu/politicalscience/curriculum/bachelorsdegree/ecce). Core courses and electives are offered online. Some elective choices may not be offered online.

Online BA students are able to complete their internship (http://www.uis.edu/politicalscience/curriculum/bachelorsdegree/engagement) where they reside; course work and field visits can be completed online and by phone respectively.

Integrated B.A./M.A. in Practical Politics

This special curriculum is designed for undergraduates who wish to prepare for a career in practical politics. It is an accelerated program that makes it possible for a student majoring in Political Science to complete both the upper-division bachelor's degree requirements and master's degree requirements in three years.

Admission to the Integrated B.A. / M.A. Program

Students must first be admitted to UIS. Qualifications for admission include a GPA of at least 3.0 for all previous college work and completion of a basic course in American government or PSC 201 Introduction to the American Political System.

Undergraduate Political Science majors may apply for admission any time before registering for the Experiential and Service-Learning Programs internship. However, interested students are encouraged to apply as soon as possible after being admitted to UIS.

Integrated B.A. / M.A. Curriculum

To ensure that students acquire the skills and knowledge needed for effective professional practice in the public sector, three additional courses are required as part of the 32-hour undergraduate major in Political Science:

PSC 405	Illinois Government and Politics	3
PSC 409	Political Parties and Interest Groups	3
PSC 451	Empirical Political Analysis	3

Students must develop expertise in an area of public policy (i.e., environment, health, or finance) through two significant learning experiences. One of these must be an upper-division or graduate course. The other may be a course or experiential learning in a government position, policy research, or other practical experience in the policy area. Student plans for gaining policy expertise must be approved in advance by the B.A. / M.A. advisor.

The integrated B.A. / M.A. plan includes an enhanced Applied Study Term internship that focuses on political practice. B.A. / M.A. students must have their placements approved by the B.A. / M.A. advisor before registering.

When the student has successfully completed the undergraduate phase of the B.A. / M.A. curriculum, (s)he will be admitted to the graduate program. The requirements for the M.A. phase of the B.A. / M.A. curriculum are the same as those for the M.A. program, except that the number of elective courses will be reduced by two, with the Applied Study Term serving as a graduate-level elective course. With those reductions, the number of hours required for the M.A. phase is 32.

Political Science Minor

To earn a minor in Political Science, students must complete a minimum of **15** semester hours.

Core Courses		
Select two of the following:		6
PSC/LES 201	Introduction to the American Political System	
PSC 325	Introduction to Political Philosophy	
PSC 371	ECCE: Introduction to Comparative Politics	
PSC 373	ECCE: Introduction to International Relations	
PSC Electives [1]		
Courses must be selected at the 300- or 400-level.		9
Total Hours		**15**

1 Courses selected as part of the core course requirements for the PSC minor cannot be used as PSC electives.

Public Health

Undergraduate Minor

Master of Public Health (p. 186)
Master of Public Heath with Environmental Health Concentration (p. 188)
Joint Graduate Degrees – MPH/MPA and MPH/HMS (p. 185)
Graduate Certificates (p. 185) – 5

www.uis.edu/publichealth/
Email: mph@uis.edu
Office Phone: (217) 206-6720
Office Location: PAC 309

Public Health Minor

A minor in Public Health is designed for students who wish to develop an introductory awareness and preparation for dealing with critical local, state, national and global issues important to improving population health. Because public health practice requires a foundation in the social and natural sciences, a minor in public health pairs well with a number of the undergraduate majors at UIS (e.g., biology, chemistry, sociology, psychology, environmental studies, global studies, and liberal studies). A minor in public health will help students in these majors understand the application of their major in the betterment of environmental and public health.

The public health minor uses a foundation of policy, administration, environmental health, and epidemiology for comparing and contrasting local and global crises in public health and prepare the student for advanced study in program development and intervention. Students completing the minor in Public Health will be able to understand the basic principles of public health; assessment, policy development, and assurance; the role of population, poverty, and pollution on the well-being of populations; and methods for studying disease occurrence and patterns in populations.

To earn an undergraduate minor in Public Health, students must complete a minimum of 15 hours in public health courses (2 core and 3 electives). Electives should be selected in consultation with a Public Health faculty member.

Required Core Courses		
MPH 222	ECCE: Global Public Health: Population, Poverty and Pollution	3
MPH 224	ECCE: Epidemiology - Science of Disease Discovery	3
Electives		
Select three of the following, or a minimum of 9 hours		9
MPH 221	ECCE: Environmental Facts and Fictions: The Mystery Genre	
MPH 301	ECCE: Global Evironmental Health	
MPH 401	Introduction to the US Health System	
MPH 402	ECCE: Food, Health, and Public Policy	
MPH 408	ECCE: Addiction	
MPH 438	ECCE: Monsters, Medicine, and Myths	
MPH 441	Human Well Being [1]	
CHE 465/ MPH 449	Environmental Toxicology [1]	
MPH 450	ECCE: Chemicals and the Citizen	
MPH 471	ECCE: Emerging Diseases [1]	
MPH 478	ECCE: Crisis in Environmental Health	
MPH 482	Food Safety Practice and Policy [1]	
MPH 484	ECCE: Environmental Policies: Air Quality [1]	
MPH 486	ECCE: Solid and Hazardous Wastes Policy [1]	
MPH 488	Occupational Safety and Health Policy [1]	
Total Hours		**15**

[1] PH minor students should select the 3-hour option of this course to meet the minor requirements.

Office of Undergraduate Education

- Capital Scholars Program (p. 123)
- Center for Academic Success (p. 124)
- University Courses (p. 126)

Capital Scholars Honors Program

A Unique UIS Baccalaureate Experience

www.uis.edu/caphonors/
Email: capitalscholars@uis.edu
Office Phone: (217) 206-7246
Office Location: LRH 101

The Capital Scholars Honors Program (CSHP) is a four-year baccalaureate experience open to a small number of highly qualified college students. The CSHP curriculum includes an integrated core of honors-level lower- and upper-division courses, UIS general education requirements, and any of the undergraduate majors offered by UIS. Academically well-prepared and motivated students in the program have a unique opportunity to develop creative thinking, problem-solving, global awareness, and leadership skills through a high-quality educational experience based in the liberal arts. Focusing on the student's total growth in the personal, academic, social, and civic arenas, the Capital Scholars Honors Program features interdisciplinary and collaborative learning and is designed to develop student talents through small classes that encourage lively exchange between students and professors. Students learn actively, applying their skills to real community concerns. Critical-thinking and research skills are emphasized throughout the program.

At the heart of the Capital Scholars Honors Program is an understanding that the problems facing today's world are complex, and often cannot be adequately understood or resolved from narrow disciplinary perspectives. Instead, a broad perspective and the application and integration of knowledge from multiple disciplines are needed. For that reason, the program focuses on teaching and learning of interdisciplinary research and writing strategies. Development of leadership skills and global awareness are also major emphases in the CSHP. Throughout the curriculum, courses emphasize collaborative learning. Skills learned in UIS Honors courses can be applied via numerous internship opportunities in community agencies and organizations.

Lincoln Residence Hall is the focal point for a living-learning community in which students, faculty, and community members come together for enrichment activities. Students have opportunities for travel to cultural and educational events in St. Louis and throughout central Illinois. A wide range of campus social events and entertainment enliven the hours students spend away from their studies.

Admission

Admission is open to students who demonstrate high academic achievement and a potential for creativity and leadership. Students admitted to the Capital Scholars Honors Program are expected to have English proficiency, excellent written and oral communication skills, and a desire for a challenging intellectual experience in their college education. To be considered for admission as a Capital Scholars Honors student, applicants must meet the minimum academic course work requirements for general admission. Additional course work is recommended in the following areas:

- Mathematics including introductory through advanced algebra, geometry, and trigonometry (four years recommended)
- Laboratory science (four years recommended)
- Foreign language (two years recommended)

Students with these qualifications are selected based on an overall evaluation of the following: grade point average; College Board or ACT score; class rank; personal and academic statement; and creative or leadership potential. A personal or telephone interview with a member of the admissions committee may also be a component of the selection process.

ACT/SAT scores are waived for international students who meet other specific criteria related to language proficiency.

Honors, Advanced Placement (AP), and/or International Baccalaureate (IB) course work make a stronger application.

Requirements

To graduate from the Capital Scholars Honors Program at UIS, students must complete 120 hours of course work, including the CSHP Integrated Core curriculum; Honors Global Awareness requirement; UIS ECCE and general education requirements; a major; and electives or a minor.

Students should check with program administrators regarding current requirements for graduation with the distinction of Capital Scholars Honors.

CSHP Integrated Core Curriculum		
CAP 102	Introduction to Honors	2
CAP 111	Honors Composition	3
CAP 115	Interdisciplinary Writing	3
CAP 141 & CAP 142	Biology and Chemistry of the Environment I and Biology and Chemistry of the Environment II [1]	8
The "Question" Courses (Interdisciplinary humanities and social sciences)		12
CAP 122	Who Am I? Exploring Identity and Community	
CAP 123	How Do You Know? Exploring Human Knowledge	
CAP 225	What Is Good? Exploring Values and Tradeoffs	
CAP 226	What Is Power? Exploring Control, Cooperation, and Self-Determination	
CAP 402	Senior Seminar	1
Honors Global Awareness Requirement Courses		

The Honors Global Awareness Requirement is met through various courses, such as Modern Languages, Study Abroad, and ECCE Global Awareness courses. One of the CAP global awareness courses must be taken to meet 3 hours of the Honors Global Awareness requirement. Students may take multiple CAP global awareness courses, but may not repeat the same course for additional credit. Course work for the Honors Global Awareness Requirement is determined in consultation with the CSHP advisor and must be approved by the CSHP Director. Advisor-approved electives are determined in consultation with the CSHP advisor, approved by the Director, and submitted by student petition to the Office of Records and Registration.

Examples of CAP global awareness courses from which students should select to fulfill at least 3 hours of Honors Global Awareness Requirement include the following:		3
CAP 253	ECCE: For Better and For Worse	
CAP 254	ECCE: Walls	
CAP 255	ECCE:How the World Works	
CAP 351	ECCE: Global Gender/Transnational Sexualities	
CAP 352	ECCE: Colonial and Post Colonial Identity in South Asia	
CAP 353	ECCE: Global & Transnational Social Movements	
Other CSHP advisor-approved electives		11-13
General Education Requirements in CSHP Integrated Core Curriculum		
Oral Communication		3
Mathematics (applied)		3
Mathematics (skills)		3
Social Science		3
Visual/Creative/Performing Arts		3
Total Hours		**47-60**

1 CAP 141 & CAP 142 are waived for science majors who take and pass other science courses (such as BIO 141 and CHE 141).

Center for Academic Success

www.uis.edu/cas/
Email: ***see below***
Office Phone: ***see below***
Office Location: ***see below***

The Center for Academic Success is an integrated set of student support services designed to maximize the capacity of students to complete their degrees at UIS. Six units make up the Center:

- Intensive English Program (p. 124)
- International Programs (p. 124)
- Internships and Prior Learning (p. 125)
- The Learning Hub (p. 125)
- Advising Services (OASIS) (p. 125)

Integrating these units into a single Center capitalizes on the strengths of our support units to provide enhanced quality of services, to promote greater awareness of and access to important academic support services for undergraduate and graduate students from all four UIS colleges, and to ensure cost-effective delivery of services.

Several of the units offer courses designed to meet UIS graduation requirements or to maximize student success and retention. Such courses provide specialized knowledge and skills in academic areas. Many of these courses are labeled university (UNI) courses, although other prefixes include LNG and EXL. Some UNI courses offered at UIS are not specifically related to the Center for Academic Success, but are offered through other units on campus. Examples include UNI 301 ECCE: Speakers Series (offered through the Office of Undergraduate Education), UNI 312 How Do I Shape My Education? (offered through the Prestigious Scholarships Program), and UNI 401 Library Research Methods (offered through Brookens Library).

Units sponsoring credit-bearing courses are identified below.

Intensive English Program

Contact Information
Phone: (217) 206-8356
Location: BRK 460
Email: esl@uis.edu
Website: www.uis.edu/esl/curriculum/intensiveenglish/

The Intensive English Program (English Language Support Services) is an academic, intensive English program that aims at assisting international students to develop their English language proficiency to the level needed to pursue their education at UIS. The curriculum follows the guidelines and standards set forth by the CEA (Commission on English Language Program Accreditation). The curriculum also promotes students' acquisition of communicative competence by providing cultural learning opportunities outside the classroom. The program also offers university bridge courses which offer university credit and act as a transition from the IEP to the university.

English as a Second Language courses are offered through this unit under the LNG prefix and include the following:

LNG 091	ESL Reading and Writing	2-4
LNG 092	ESL Speaking and Listening	2-4
LNG 101	ESL Advanced Oral and Written Communication	2-4

International Programs

Contact Information
Phone: (217) 206-8319/8318
Location: BRK 480 and 483
Email: intprog@uis.edu
Website: www.uis.edu/internationalprograms/

International Programs encompasses three distinct areas: study abroad; support for international faculty and staff including visa and permanent resident applications; and working with faculty, departments and colleges on international initiatives. The Office offers many student abroad opportunities, including short-term study programs, full semester and year-long exchange programs, and the means to take advantage of programs offered by other universities and program providers. The Office supports visiting and permanent international faculty and staff in applying for visas and permanent residency. International Programs is also involved in international online education, collaborative efforts with universities outside the USA, and in the creation of affiliation agreements between universities.

Courses offered under the auspices of this unit receive ECCE Engagement Experience credit and can be petitioned for ECCE Global Awareness credit. Those courses include:

UNI 460	ECCE: Global Experience Seminar	4-12
UNI 470	ECCE: Global Experience Exchange	4-18
UNI 480	ECCE: Global Experience Program	4-18
UNI 499	Tutorial	1-12

See unit staff for selecting the appropriate course.

Internships and Prior Learning

Contact Information
Phone: (217) 206-6640
Location: BRK 482
Email: ipl@uis.edu
Website: www.uis.edu/ipl/

The Internships and Prior Learning Program stresses practical experience, professional development, and the value of self-directed learning. Three programs are housed within Internships and Prior Learning: Internships, Service-Learning and Prior Learning Assessment.

Internships Program

Internships (formerly Applied Study Terms) stress practical experience, professional development, and self-directed learning by providing an academically sponsored learning experience through internships or projects that provide an opportunity to learn from the community. Only degree-seeking UIS students can participate. Internships are available at local businesses, non-profit organizations, health service organizations, state agencies, legislative offices, and educational institutions. Some programs have their own experiential component integrated into the curriculum. These internships fulfill portions of the Engaged Citizenship Common Experience.

These experiences allow students to apply theory, expand knowledge, determine additional learning needs, explore careers, and develop public awareness. The program emphasizes self-directed learning, providing extremely useful opportunities for students including:

- Career exploration
- Exploration of additional learning needs (i.e., Do I want to go to grad school?)
- Development of skills and experience that can be added to a resume
- Networking opportunities with professionals in the field
- Increased awareness of community, diversity, and public affairs

To earn credit, students must enroll in a class with an EXL prefix while completing the internship or project.

Service-Learning Program

Service-Learning courses combine learning with providing service to communities in need. The service that students perform is combined with self-reflection, self-discovery, and new learning skills and knowledge. Not only do service-learning courses enrich students' learning experience, but they also fulfill portions of the Engaged Citizenship Common Experience.

Prior Learning Assessment Program

Prior Learning Assessment (formerly Credit for Prior Learning) allows qualified students to earn academic credit for college-level learning acquired outside the classroom and is particularly valuable to those with an extensive background in a profession, in workshops or seminars, in community service and volunteer work, in relevant travel or hobbies, and/or in independent research. The office also houses service-learning course work that increases student awareness of community issues and require students to complete volunteer service hours. The UIS Prior Learning Assessment program guides students through the development of this experiential learning portfolio. Prior Learning Assessment may fulfill course work in lower-division general education requirements and in the Engaged Citizenship Common Experience.

Students create their first model portfolio and can earn three to four credit hours for successful completion. Prior Learning also facilitates the assessment process of additional experiential learning portfolios in some majors. Students may create additional portfolios for up to 12 additional credit hours, for a total of up to 16 credit hours of experiential learning, depending on the academic program. Credit hours earned will be posted at the end of the applicable semester to official UIS academic transcripts with the designation of CPL (Credit for Prior Learning).

The Learning Hub (Student Learning Services)

Contact Information
Phone: (217) 206-6503
Location: BRK 462
Email: ctl@uis.edu
Website: www.uis.edu/thelearninghub/

The Learning Hub (Office of Student Learning Services) offers free help to students in improving skills in writing, math and statistics, accounting/economics, science, academic/study skills, and, through a peer tutoring program, virtually any subject taught on the campus. The Hub offers help to students at UIS in a variety of ways, including one-on-one appointments, both in person and online; supplemental instruction; online, in-class, or on-ground workshops; walk-in writing events; handouts and tutorials on the Hub website; and many more.

The Learning Hub sponsors UNI courses that assist students with skills development, such as UNI 307 Directed Study Skills.

OASIS (Advising Services)

Contact Information
Phone: (217) 206-7471
Location: BRK 472
Email: uisuaac@uis.edu
Website: www.uis.edu/advising/

OASIS, the Office of Advising Services, Information, and Support, serves entering first year students, some sophomores, and undeclared transfer students. Academic advisors help students determine courses each semester, monitor student progress, and connect students with other services on campus. OASIS serves as a resource to other academic and student service units on campus, as well as to college and faculty advisors. OASIS administers the Starfish early alert system, providing a campus-wide early identification and intervention program. OASIS also hosts a living-learning community, STARS,

and a peer advising program that provides support to help new students transition into college life through individual and small group interactions with a peer leader.

OASIS sponsors UNI 103 Academic Success Workshop, a course designed to assist freshmen and sophomores on probation to return to good academic standing.

University Courses

Email: dply2@uis.edu
Office Phone: (217) 206-7413
Office Location: PAC 519

In addition to regular disciplinary courses, UIS offers a variety of university (UNI) courses. UNI courses provide specialized knowledge and skills in academic areas that augment the established components of the UIS curriculum. Examples include UNI 301 ECCE: Speakers Series and UNI 401 Library Research Methods.

Graduate Students

Graduate Programs

For a complete list of all graduate majors, please see the Degrees Offered (p. 18) page in this catalog.

Other Academic Opportunities

Graduate (Post-Baccalaureate) Certificates, Professional Development Sequences, and Post-Master's Certificates represent courses of study that constitute less than a full graduate degree and provide specialized knowledge and skills for the professional. Admission decisions, advising, and certification of completion are provided by the department that supervises these options. Course prerequisites may be waived if the student can present evidence of advanced career experience. Proficiency examination, transfer, and Prior Learning Assessment may not be used because of the limited number of courses required and the need for course content to logically integrate. Grade requirements that must be met for the graduate certificate to be awarded are specified by each department and are detailed in the information listed.

Academic Information for Doctoral Students

UIS offers one doctoral degree in Public Administration. The mission of the Doctor of Public Administration program is to advance the education of experienced practitioners interested in improving their understanding of public management and public policy. These individuals can make a significant contribution, bridging the worlds of practice and scholarship, by developing a capacity to bring experience from the practitioner community to the scholarly community and translating the contributions of the scholarly community into the world of practitioners.

Admissions Requirements

Students are admitted on a cohort basis. Contact the DPA Department for more information. Admission to the program is competitive. Students must submit an application portfolio to the DPA Department in addition to the application for graduate admission submitted to the UIS Office of Admissions. The portfolio **submitted to the DPA Department** must include:

1. an educational and professional goals statement of at least 600 words, including possible research interests, written by the applicant;
2. three letters of recommendation;
3. at least one sample of professional writing written solely by the applicant; and
4. a current vita detailing evidence of significant work experience in a public affairs field.

Applicants are encouraged, but not required, to submit GRE scores as part of their portfolios. Those scores can provide useful information about an applicant's readiness for program course work.

To be eligible for serious consideration, the application portfolio must also provide evidence of:

- A completed master's degree. (This should be verified by the applicant providing official transcripts to the UIS Office of Admissions indicating that a master's degree has been earned.)
- A minimum cumulative GPA of 3.25 for all graduate-level work.
- Excellent oral and written communication skills.
- A good fit between the applicant's educational aspirations, the curricular offerings of the program and the expertise of the faculty.
- The quality of the applicant's previous graduate performance.
- The applicant's ability to complete doctoral-level work.
- Significant professional achievement or promise of significant achievement in a public affairs field.

In some cases, the selection process may include an interview with DPA faculty members.

Refer to the Graduate Admissions Requirements (http://www.uis.edu/academicaffairs/wp-content/uploads/sites/21/2013/04/UISGradAdmTable-updated-2015-3-3.pdf) document for more information on specific program admissions requirements.

Doctoral Closure Guidelines

A Doctorate of Public Administration degree will be awarded to students who have satisfactorily completed the dissertation closure requirements prescribed by the Public Administration program.

Entry into the closure will occur after the student has passed qualifying or comprehensive exams and other departmental programmatic requirements permitting him/her to enter the research and dissertation phase of the studies.

Dissertation closure exercises shall carry a minimum of 12 semester hours of credit. The dissertation closure exercises must include a written component prepared in accordance with the effective formatting and style guidelines of the Office of Graduate Education. Formatting and style guidelines are developed by the Associate Vice Chancellor for Graduate Education in consultation with the UIS Graduate Council and the Dean of the Library, or their designees. Upon final approval, a hard copy of the dissertation shall be housed in University Archives. An electronic copy may be submitted and made available through an approved online repository in accordance with UIS procedures and exceptions for restricting availability to external parties.

The dissertation closure exercises must also have an oral component in defense of the written component.

Approval by the dissertation committee members shall indicate passing of the dissertation closure exercises. The committee determination on substantive quality and acceptability of the dissertation is final. The student may appeal a negative committee decision based only on procedural issues. The appeal is made to the Dean of Public Affairs and Administration.

Dissertation Committee

All dissertation closure exercises must be approved by a Dissertation Closure Committee that will consist of at least three fulltime (at the time the committee is constituted) faculty. The three faculty members shall meet the criteria of graduate faculty within the College of Public Affairs

and Administration and include the student's dissertation advisor and two or more additional faculty members. One of the faculty members must be appointed by the Dean of the College of Public Affairs and Administration after consultation with the closure advisor. (The dean's representative shall serve the primary purpose of ensuring that the closure process is maintained. In addition, the dean's representative may serve to provide additional disciplinary expertise important to the advising and review of the student's dissertation.) In consultation with the dissertation advisor, a student may request additional committee members from within or outside the university representing disciplinary expertise important to advising the student on dissertation research.

Membership in the Dissertation Committee shall be for the entire dissertation process. A faculty committee member may become emeritus, move into an administrative position, or leave employment of the university and retain membership on the committee with the approval of the DPA program and the Dean of the College of Public Affairs and Administration. It is recognized that there may be circumstances meriting changes in the Dissertation Committee. Requested membership changes shall be made in writing to the DPA Director. Final committee membership and/or changes in membership shall be approved by the CPAA Dean.

Dissertation Closure Approval Forms

The Dissertation Closure Approval Form documents that the dissertation has been successfully completed by the student. The Closure Committee appropriate to the dissertation closure shall be documented on the Dissertation Closure Approval Form. Collectively, the committee members shall determine the quality of the dissertation and determine whether the dissertation has been satisfactorily completed.

Signatures required include:

- Dissertation work – The Dissertation Closure Committee is constituted to approve the dissertation closure exercise in both its initial developmental stage and in its final form. The developmental work must be approved in writing by the Dissertation Closure Committee which shall meet prior to action. When all elements of the dissertation closure exercise have been satisfactorily completed, each member of the committee shall sign the Dissertation Closure Approval Form which is attached to the written portion of the closure exercise and submitted for archiving.
- The committee-signed Dissertation Closure Approval Form shall then be processed administratively through the DPA Director who verifies that the form is completed accurately.
- The written dissertation, along with the Dissertation Closure Approval Form signed by the committee and the DPA Director, shall then be sent to the College of Public Affairs and Administration Dean's Office. Once that review is complete, the documents are sent to the Associate Vice Chancellor for Graduate Education, or his/her designee, for final review of compliance with university dissertation copy standards. The dissertation is then sent to University Archives, and a copy of the Dissertation Closure Approval Form is forwarded to the UIS Office of Records and Registration for final processing.

Doctoral Closure and Continuous Enrollment Requirement

Doctoral degree candidates are required to complete a dissertation closure exercise.

UIS has a continuous enrollment policy which states that once the student begins a dissertation closure exercise, (s)he must continue to enroll in the closure exercise each fall and spring semester until the exercise is complete, including semesters in which the student "stops out" of other courses. Enrollment in the summer semester is not required unless mandated by the student's academic program. If a leave of absence is granted for a current or future semester, the student will be exempt from this requirement for that semester.

Grades Acceptable Toward the Doctoral Degree

The minimum acceptable grade for each course is a B (courses in which a grade of B- or lower is earned will not count toward the degree). Grades of B- or below, though not counting toward the DPA degree, must be balanced with higher course grades to maintain the required cumulative GPA. All students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA. Students may petition for up to 12 hours of transfer credit for post-master's graduate work deemed appropriate for the DPA.

Time Limitation

All pre-dissertation credit earned at UIS that is to be applied toward the completion of the doctorate must be taken within **eight** (8) consecutive years from the first doctoral course in which the student enrolls at UIS. This does not include prerequisite or closure requirements. Exceptions may be granted on a case-by-case basis.

Transfer Credit

No more than 12 hours of approved credit may be transferred to UIS for doctoral credit. To be considered, all transfer credit must have been earned with a grade of B or better (grades of B- or lower will not be accepted), and must have been earned within five years of the first graduate course taken at UIS in pursuit of the doctorate. Requests to transfer credit for courses bearing a letter grade such as P (pass) or CR (credit) must be supported by certification from the institution or instructor that the work was of at least B quality.

Academic Information for Master's Degree Students

A graduate student should develop intellectual autonomy within a chosen field and demonstrate the ability to analyze, synthesize, and evaluate relevant knowledge. The graduate student, furthermore, assumes some responsibility for increasing knowledge within the chosen field.

Graduate education assumes the acquisition of specific content knowledge, including recognition of the significant terminology, facts, theories, issues, findings, and generalizations within the field of study. Graduate study also encompasses comprehension of the intellectual

history, methods of inquiry, and standards of judgment used in a given field.

Students should also grasp the ethical meanings of research in a discipline or a profession. A student receiving a master's degree will be able to:

- Analyze ideas in a logical manner by breaking down material into constituent parts, organizing ideas and relationships between ideas, expressing these relationships, recognizing unstated assumptions, distinguishing facts from hypotheses, and distinguishing statements of cause from statements of effect;
- Synthesize diverse ideas to form an integrated whole relevant to a field of study by arranging and combining elements and parts into patterns or structures. The parts to be integrated may, to the extent necessary, come from a variety of disciplines;
- Make judgments about the value of relevant material, including the appropriateness and adequacy of any qualitative and quantitative methods used in its compilation, by employing a standard of internal or external appraisal. In evaluating the accuracy of a communication, a student will use an integration of theories, works of recognized excellence, facts and generalizations germane to a field; and
- Convey ideas, feelings, and experiences through scholarly writing and discussion with others. The student will be able to develop a proposal or plan of work that includes ways of testing hypotheses, analyzing the factors involved, modifying the hypotheses based on new factors or considerations, and then making generalizations based on findings. The student will then have the ability to communicate both this process and subsequent findings to others.

Admission to Graduate Study

Students who have earned a bachelor's degree from a regionally accredited college or university are eligible to apply for admission to master's-level study at UIS. Full admission to master's studies may be granted to those who earned a baccalaureate degree with a cumulative undergraduate grade point average of at least 2.50 on a 4.0 scale. Applicants must also have met all entrance requirements specific to the chosen UIS program; some programs require higher cumulative grade point averages and/or prerequisites. Refer to the individual programs for information on specific requirements. (A link to an overview of application requirements for all graduate degree programs can be found at www.uis.edu/graduateeducation/degrees/)

Conditional admission may be granted to students with lower cumulative GPAs. Conditionally admitted students must complete a certain number of semester hours at UIS (exclusive of prerequisites) with a grade point average of no less than 3.0. The program will specify which courses must be completed to satisfy the conditions of admission.

All college/university transcripts, including verification of the bachelor's degree and transcripts of all graduate work taken beyond the bachelor's degree, must be submitted to the UIS Office of Admissions.

To receive maximum consideration for graduate admission, applications should arrive at least three months before the beginning of the term in which the student plans to start course work. Some academic programs have earlier deadlines.

Application forms can be submitted online at www.uis.edu/admissions/applyToday/.

To request a paper application, you may write to:
UIS Office of Admissions
University of Illinois at Springfield
One University Plaza, MS UHB 1080
Springfield, IL 62703-5407

Admission to a Specific Master's Program

Admission to graduate study is granted by the academic program, not by the UIS Office of Admissions. Each program has established admission requirements that comply with campus policy; these requirements may exceed the general minimum requirements for admission to the campus. Some graduate programs require scores from the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT). Applications are processed by both the degree program and the UIS Office of Admissions – they are submitted to the UIS Office of Admissions, and then forwarded to the student's selected graduate degree program for processing.

Refer to the Graduate Admissions Requirements (http://www.uis.edu/academicaffairs/wp-content/uploads/sites/21/2013/04/UISGradAdmTable-updated-2015-3-3.pdf) document for more information on specific program admissions requirements.

Admission for International Students Seeking Master's Degrees

To be admitted to graduate study, international students must have completed the equivalent of a bachelor's degree earned in the United States; bachelor's degrees earned abroad may or may not meet this requirement. Full admission to graduate study requires a minimum cumulative undergraduate grade point average equivalent to a U.S. GPA of 2.50 on a 4.0 scale. Applicants must also have met all entrance requirements specified by their chosen UIS degree program. An I-20 AB or DS 2019 (formerly called IAP 66) certificate of eligibility cannot be issued until the student has been accepted by a degree program and all required documents have been received.

International students seeking admission to the University of Illinois at Springfield are encouraged to apply as early as possible. The annual application deadline for the Graduate Assistantship (GA) and Graduate Public Service Internship (GPSI) programs is March 15. In order to be considered for a GA or GPSI position, students must already be admitted to a UIS graduate program. Therefore, international students who want to be considered for a GA or GPSI position are encouraged to apply for admission into a UIS graduate program at least nine months prior to the March 15 deadline.

Non-Degree Admission

Students who hold a bachelor's degree may enroll for courses at UIS as a non-degree seeking graduate student. These students will be asked to define their educational goals before exceeding 12 semester

hours. Non-degree students who choose to become degree candidates must complete regular admissions procedures, including acceptance into the chosen degree program.

When formal admission is granted, the course work completed as a non-degree seeking student is evaluated by the intended academic program and may or may not apply toward that program's graduation requirements. UIS accepts a maximum of 12 semester hours of such credit toward a graduate degree. A non-degree declaration form must be on file for continued enrollment as a non-degree student beyond 12 hours. Non-degree students typically are not eligible for financial assistance.

General Requirements

To earn a master's degree from the University of Illinois at Springfield, students must:

- Earn the amount of graduate credit required by the chosen academic program, all but 12 semester hours of which must be earned at UIS.
- Complete course work with a UIS institutional grade point average of at least 3.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 3.0.
- Complete the program closure requirements.
- Complete a graduation application and pay the mandatory, non-refundable graduation application fee.

Grades Acceptable Toward Master's Degree

Campus policy allows master's degree students to apply a maximum of eight hours of C grade (grades of C- or lower are not allowed) toward a degree, provided they have earned a minimum of a 3.0 GPA at time of graduation. Individual academic programs may require a higher minimum grade for graduate credit, so graduate students should check with their academic advisor and/or department regarding individual program requirements to determine if a grade of C is acceptable. Credit for courses in which grades below C, including grades of C-, are earned will not count toward master's degree requirements.

Doctoral students are expected to do scholarly work of high caliber. The DPA Program requires a cumulative grade point average of at least 3.0 and course grades no lower than B (including incoming transfer courses). Grades of B- or lower will not count toward doctoral degree requirements. All DPA courses must be taken with a standard letter grading option.

Closure Exercises and Continuing Enrollment Requirement

Master's degree candidates are required to complete a closure exercise demonstrating mastery of some area within their major field of study. The exact nature and format of these exercises – including theses, projects, and capstone courses – are determined by individual programs, but all of them must have an identifiable academic focus and must include a written component.

UIS has a continuous enrollment policy which states that once the student begins a closure exercise, (s)he must continue to enroll in the closure exercise each fall and spring semester until the exercise is complete, including semesters in which the student "stops out" of other courses. Enrollment in the summer semester is not required unless mandated by the student's academic program. If a leave of absence is granted for a current or future semester, the student will be exempt from this requirement for that semester.

Research at the University of Illinois at Springfield

Conventional research opportunities are available to students in most academic programs. In addition, UIS offers unique opportunities for applied research that emphasize coordinated, interdisciplinary approaches to problem solving, training, and communication.

Time Limitation

All graduate credit earned at UIS to be applied toward the completion of a master's degree must be taken within six consecutive years of the first graduate course taken at UIS in pursuit of that degree. This does not include transfer credit earned before the first term of graduate enrollment, credit granted for prior learning, and prerequisites; however, it does include closure requirements. Exceptions may be granted by degree programs on a case-by-case basis, and programs may also grant leaves of absence.

Transfer Credit at the Master's Level

Residency Requirement

UIS may accept up to 12 semester hours of graduate-level work completed at other accredited institutions. However, only hours earned with a grade of B or better and accepted by the program will also be accepted by UIS (grades of B- or lower will not be accepted).

Requests to transfer credit for courses bearing a grade such as P (pass) or CR (credit) must be supported by certification from the institution or instructor that the work was of at least B quality.

Time Limit on Transfer Credit

All transfer credit to be applied to a master's degree must have been earned within five years of the first graduate course taken at UIS in pursuit of that degree. Exceptions may be granted by programs on a case-by-case basis.

Graduate Internships and Experiential Learning

Experiential learning is an integral part of graduate education at UIS. Internships are offered through the Graduate Public Service Internship Program as well as many academic programs. Additional information may be obtained from program faculty. UIS also provides a variety of paid internship opportunities in Illinois government agencies and on campus, as well as graduate assistantships.

College of Business and Management

www.uis.edu/cbam/
Office Phone: (217) 206-6533
Peoria Center: (309) 694-5339
Email: cbm@uis.edu
Office Location: UHB 4000

Ronald D. McNeil, Dean

The College of Business and Management embodies the UIS mission to offer students a select number of degree programs that prepare students for careers and positions in the private and public sectors, or for advancement in their career. Through its curriculum, faculty, and student support, the college fulfills the needs of a diverse student population throughout the region, the state of Illinois, and increasingly beyond.

College Mission

Our mission is to prepare students for successful business related careers in the public, nonprofit, and private sections. Our emphasis is on undergraduate and graduate business education that serves traditional on campus students as well as non-traditional students in Illinois and beyond. Access for students outside of Central Illinois is extended via online degree offerings and outreach to select international student populations.

Student learning is the highest priority of the college. We achieve this through our continuous review of curricular offering, an emphasis on student engagement and effective pedagogy, as well as through a variety of delivery methods such as online, face-to-face, and blended. Our faculty members are academically and/or professionally qualified with appropriate degrees, recent intellectual contributions, generally focused on applied research, and/or professional experience. The college encourages and supports faculty in teaching and scholarship as well as service activities. The college supports academic organizations and outreach at the local, regional, national, and international levels.

Accreditation

The College of Business and Management is accredited by AACSB International.

Accountancy

Master of Arts
Bachelor of Arts (p. 29)
Undergraduate Minor (p. 32)

www.uis.edu/accountancy/
Email: ACC@uis.edu
Office Phone: (217) 206-6541
Office Location: UHB 4093

Graduate Learning Objectives

After completing the Master's in Accountancy, graduates will be able to:

- Have technical competency in financial accounting, managerial accounting, tax accounting, accounting information systems, and auditing.
- Be able to effectively analyze and solve problems and make decisions in the functional areas of accounting.
- Have effective business communication skills.
- Have a foundation for ethical reasoning and will know the professional code of conduct for an accountant, including the core values of integrity, objectivity, and independence.
- Understand group dynamics, and be able to effectively work in teams.

Continuing Professional Education

The UIS College of Business and Management is officially recognized by the state of Illinois as a sponsor of continuing professional education (CPE) courses for accountants. Information about specific courses and CPE credit can be obtained by contacting the Accountancy Department.

The Master's Degree

In addition to providing advanced studies in professional accountancy, the master's degree provides course work in research methods and related disciplines chosen by the student based on his or her objectives. The degree is largely taught in the seminar and case study format, which serves to enhance communication and critical thinking skills. The master's degree enables students to achieve professional careers in accountancy, as well as to assume leadership roles in both the public and private sectors. It also serves students who wish to meet the 150-hour requirement to sit for the CPA examination.

Admission Requirements

Students can be admitted conditionally until all admissions requirements are met. Students receiving financial aid must be fully admitted after one year in order to maintain their eligibility.

Applicants must complete the following course work:

- introductory courses in financial and managerial accounting,
- college math through business calculus[1],
- principles of economics (micro and macro),
- statistics.

1 Although the GMAT is not required for admission to the ACC MA program, MAT 113 will be waived if proof of a GMAT score is provided which reflects results above the 90th percentile in the quantitative section. The GMAT must have been taken within the last five years.

Students interested in sitting for the Illinois CPA examination should be aware of the Illinois Board of Examiners' requirement of 24 hours of business courses. Further information about the exam can be found at http://www.ilboa.org/faqs/CPA-Examination.

Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit Reporting System (DARS) throughout their college career to verify that degree requirements are being met. DARS is accessed from the UIS Office of Records and Registration website, www.uis.edu/registration/, and by selecting the Degree Audits option listed in the menu on the left.

Grading Policy

An overall GPA of 3.0 is required in degree-required courses to earn the master's degree in Accountancy.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Degree requirements

Prerequisite Courses

The following undergraduate Accountancy courses or their equivalents are required prerequisites:

ACC 321 & ACC 322 & ACC 324	Intermediate Financial Accounting I and Intermediate Financial Accounting II and Intermediate Financial Accounting III (or equivalent)	9
ACC 335	Accounting Information Systems (or equivalent)	3
ACC 433	Intermediate Managerial Accounting (or equivalent)	3
ACC 443	Federal Income Taxation (or equivalent)	3
ACC 464	Auditing Concepts and Responsibilities (or equivalent)	3
Total Hours		**21**

An overall GPA of 2.70 in Accountancy prerequisite courses is required for full admittance into the master's degree program.

Core Courses

Required Accounting Courses		
ACC 511	Research and Analysis in Accounting	3
ACC 523	Advanced Financial Accounting	3
ACC 544	Advanced Corporation and Partnership Taxation	3
ACC 563	Commercial Law I	3
ACC 583	Accountancy Capstone	3
Graduate Accountancy Electives		
Options include any 500-level ACC course except ACC 509 [2]		9-12
Graduate Business and Administrative Topics		
Options include any 500-level BUS (except BUS 501), MGT, and/or MIS course, or any 500-level PAD or HMS course approved by the ACC department		3-6
Total Hours		**30**

[2] ACC 509 is a core requirement for the MBA program and is not accepted as meeting requirements toward the Accountancy graduate degree.

Master's Closure

Students must satisfy all UIS requirements and complete ACC 583 Accountancy Capstone. University policy requires students who do not complete ACC 583 in one semester to enroll in ACC 584 Accountancy Capstone Continuing Enrollment (zero credit hours, one billable hour) each fall and spring semester until the capstone course requirements are met.

Business Administration - MBA

Master of Arts
Bachelor of Arts (4 concentration options)
BBA – Comprehensive (p. 34)
BBA – Management Concentration (p. 36)
BBA – Marketing Concentration (p. 40)
BBA - Sport Management Concentration

Undergraduate Minors (4)
Business Administration (p. 40)
Management (p. 41)
Marketing (p. 41)
Sport Management (p. 41)

www.uis.edu/mba/
Email: MBA@uis.edu
Office Phone: (217) 206-7920
Office Location: UHB 4049

Departmental goals and objectives

The Master of Business Administration (MBA) is a professional graduate degree for individuals who aspire to positions of significant managerial and leadership responsibilities in organizations. The goals of the degree are:

1. To introduce students to contemporary managerial theory and practice;
2. To strengthen analysis, problem solving, and leadership skills; and
3. To provide a basis for lifelong growth and development as professional managers.

Consistent with the career aspirations of our students, the MBA curriculum focuses on four objectives. Students shall:

1. Understand key concepts and contemporary management theory and practice in the functional areas of business, including accounting, finance, information systems, marketing, operations management, organizational behavior, and research methods;
2. Understand the importance and demonstrate the use of cross-functional approaches to solving organizational problems;
3. Demonstrate disciplined managerial skills, including analysis, planning, and implementation, while considering the impacts of technology, globalization, emerging markets, and diversity in organizations;

4. Build a foundation for constructive assessment and exercise of leadership, decision-making, team management, power, and communication skills.

The Master's Degree

Admission Requirements

Admission is granted by the department faculty on the basis of an evaluation of an applicant's complete file. To apply for admission, an applicant must submit the following items to the UIS Office of Admissions:

1. UIS application for graduate admission, with fee;
2. Official GMAT scores or evidence of substantial supervisory experience and managerial responsibility;
3. Official transcripts from every college or university attended, with documentation of degrees earned;
4. A current resume;
5. Reference letters from three people who are in a position to judge the applicant's potential for success in graduate work; and
6. A single-spaced application essay of no more than two pages. The essay should outline the applicant's reasons for considering the degree, how the MBA degree fits in with his/her personal objectives and short- and long-term goals, as well as any other information that demonstrates the applicant's potential for successful completion of the degree.

Advising

New students must contact the department office for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. All students are strongly encouraged to consult an academic advisor before enrolling in course work for any academic term.

Grading Policy

To be eligible to graduate with a Master's in Business Administration degree, a cumulative GPA of 3.0 or better is required for all MBA core and elective course work (36 total credit hours).

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees, section of this catalog.

Degree Requirements

Required courses for the MBA degree include completion of prerequisite course work typically covered in under-graduate business courses (or their equivalents) and at least 36 hours of core course work and electives covering advanced business topics, issues, and applications.

Prerequisite Courses		
ACC 311	Administrative Uses of Accounting [1]	4
ECO 315	Economics for Administration [1]	4
Core Courses		
BUS 501	Business Perspectives [2]	3
ACC 509	Management Accounting	3
MIS 525	Information Technology Management	3
BUS 502	Managerial Finance	3
BUS 512	Marketing Management	3
BUS 522	Production and Operations Management	3
BUS 541	Organizational Behavior	3
BUS 583	Business Strategy [3]	3
Elective Courses		
Select four courses [4]		12
Total Hours		**36**

1. Each completed with a grade of C- or better.
2. Must be taken during student's first semester of core course work.
3. Preferably taken during student's final semester of course work, and all core course work must be completed.
4. At least three electives must be from the College of Business and Management (ACC/BUS/MGT/MIS). One elective may be from another college but must be graduate-level (500) course work. Any elective from another college requires a Student Petition. MIS 513 is not an acceptable elective.

Master's Closure

Students must complete BUS 583 at UIS with a grade of B (3.0) or better. A grade of B- or lower is not acceptable in this course.

BUS 583 is the graduate closure course consistent with campus policy on completion of a master's degree. This policy requires that students not completing BUS 583 must continue to enroll in BUS 584 (zero credit hours, one hour billable) each regular semester (fall/spring) until the course requirements are met.

Management

Graduate Certificates - 2

Contact Information
Phone: (217) 206-6712
Email: MGT@uis.edu
Website: www.uis.edu/management/

Graduate Certificates

- Graduate Certificate in Entrepreneurship (p. 133)
- Graduate Certificate in Human Resource Management (p. 134)

Graduate Certificate in Entrepreneurship

This certificate is available on campus.

The purpose of this certificate is to provide students, small business owners and managers of organizations with knowledge about starting up new businesses and the creation and discovery of opportunities. Students will study the field of entrepreneurship, small business management, issues related to family businesses and the financing needs of entrepreneurs.

Upon successful completion of this certificate program a student will:

1. Be able to demonstrate an integrated understanding of business functional areas such as accounting, finance, marketing and management.

2. Be able to appreciate the unique role of entrepreneurship in the business world and also develop entrepreneurial thinking as a distinct approach towards identifying and acting on entrepreneurial opportunities.
3. Be able to understand the distinctive characteristics of managing a small business, growth of a small business, family business succession and nurturing entrepreneurship beyond the first generation.
4. Be able to analyze the financing needs and choice of financing for new ventures beginning from the startup stage to IPO stage.

Entrance and Course Requirements

Admission to the entrepreneurship certificate is granted by the department faculty on the basis of an evaluation of an applicant's complete file. Admission is limited by enrollment capacity. Students who have already been admitted into a UIS graduate degree program will automatically be admitted into the certificate program upon receipt of the change of curriculum program form. (Please see **http://www.uis.edu/registration/wp-content/uploads/sites/135/2013/06/CHANGEOFCURRICULUMFM1.pdf** for an online copy of the form.) Students who are not currently admitted into a UIS graduate degree program must provide the following:

1. The UIS application for graduate admission, with fee;
2. Official undergraduate transcripts; and
3. Official GMAT scores, GRE scores, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume.

Candidates for the certificate will be expected to complete course requirements with a cumulative GPA of 3.0 or better.

Required Courses

BUS 501	Business Perspectives	3
MGT 550	Entrepreneurship	3
MGT 555	Small Business and Family Business Management	3
MGT 556	Entrepreneurial Finance	3
Total Hours		**12**

Graduate Certificate in Human Resource Management

This certificate is available online.

The purpose of this certificate is to equip students with the knowledge and background for the human resource management strategic roles of the future. Students will study the body of human resource management knowledge including staffing, training and development, total compensation, employee relations, and labor relations.

Upon successful completion of this certificate program a student will:

1. Be able to demonstrate an understanding of key human resource areas including strategic human resource planning, job analysis, recruitment, selection, orientation, training, career development, performance appraisal, compensation, incentives, union-management relations, diversity, succession planning and the role of human resources in the global organization.
2. Be able to articulate the strategic role of human resources and its role and impact on organizational success.
3. Be able to prepare professional level written documents for multiple organizational purposes and directed to a variety of stakeholders.
4. Be able to systematically analyze organizational issues from a human resource perspective and recommend appropriate human resource solutions.
5. Understand and articulate the impact of an organization's external environment on human resource management and be able to articulate how human resource management can help an organization respond to challenges from the external environment.

Entrance and Course Requirements

Admission to the Human Resource Management certificate is granted by the department faculty on the basis of an evaluation of an applicant's complete file. Admission is limited by enrollment capacity. Students who have already been admitted into a UIS graduate degree program will automatically be admitted into the certificate program upon receipt of the change of curriculum program form. (Please see **http://www.uis.edu/registration/wp-content/uploads/sites/135/2013/06/CHANGEOFCURRICULUMFM1.pdf** for an online copy of the form.) Students who are not currently admitted into a UIS graduate degree program must provide the following:

1. The UIS application for graduate admission, with fee;
2. Official undergraduate transcripts; and
3. A 3.0 cumulative undergraduate GPA or better, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume.

Required Courses*

MGT 531	Acquiring and Developing Talent	3
MGT 532	Performance Management	3
MGT 538	Strategic Human Resource Management	3

*A prerequisite course is required. The prerequisite is MGT 431 or BUS 541 , **or** an equivalent course.

Management Information Systems

Master of Science
Graduate Certificates – 3

Bachelor of Science (p. 44)
-Bachelor of Science with Health Care Informatics Concentration (p. 44)

Undergraduate Minor (p. 47)

mis.uis.edu/
Email: MIS@uis.edu
Office Phone: (217) 206-6067

Office Location: UHB 4021

Department Goals and Objectives

After completing the Master of Science degree in Management Information Systems, graduates will be able to:

- Demonstrate a core of information systems management and technology knowledge.
- Demonstrate ability to integrate information systems and business foundations knowledge.
- Demonstrate communication, interpersonal, and teamwork skills.
- Demonstrate analytical and critical thinking skills**.**

The Master's Degree

The Management Information Systems degree is designed to provide the professional administrator/manager a balance between technical expertise and organizational knowledge in the application of information technology to solving business problems. The M.S. degree in Management Information Systems may be earned online, on campus, or through a combination of online and on-campus courses.

Admission Requirements

Applicants must complete the following (or equivalent) course work: introductory courses in managerial and financial accounting (or ACC 311), one semester of production/operations management (such as BUS 322), one semester of statistics (such as ECO 213), one semester of linear algebra or other college level mathematics, and competency in a structured high-level programming language such as Java, C++, Visual Basic, COBOL, C, Fortran, etc., either through course work or practical experience.

Students applying for admission to the MIS Department are expected to submit a Graduate Management Aptitude Test (GMAT) score or a Graduate Record Exam (GRE) score. The test score requirement is waived for students having an undergraduate GPA greater than 3.0 (on a 4.0 scale) or for students who hold a completed graduate-level degree from an accredited U.S. university. Other students having at least five years of significant, professional experience in the MIS field may petition to waive the GRE/GMAT score. Documentation of the experience will be required. Students may take prerequisite courses while they are waiting to submit test scores.

Advising

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. Students are also required to access the Degree Audit Reporting System (DARS) throughout their college career to verify that degree requirements are being met. (DARS is accessed from the UIS Office of Records and Registration web site, www.uis.edu/registration/, (http://www.uis.edu/registration) and selecting the Degree Audits option listed in the menu on the left.)

Grading Policy

MIS department majors must maintain a minimum 3.0 grade-point average in all MIS degree requirements. Two successive semesters of probation may lead to a one-year suspension. Only one C or C+ in an MIS course is acceptable (a grade of C- or lower is not acceptable).

To earn an MS in MIS degree, a minimum grade point average of 3.0 in all graduate level courses taken towards the degree completion is required. An MIS master's degree candidate may not take any of the hours required for the degree on a CR/NC basis. A grade of B (3.0) or better is required in either the MIS Capstone (MIS 584), or in the project course (MIS 583), or in the thesis course (MIS 585) to graduate (grades of B- or lower will not be accepted).

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Communication Skills

Entering students are required to pass a diagnostic writing examination administered by the Center for Teaching and Learning. Students with deficiencies in writing may be required to take ENG 405 Professional and Technical Writing.

Degree Requirements

MIS 502	Technical Foundations of Information Systems	3
MIS 513	Management Information Systems	3
MIS 523	Managerial Decision Support Systems	3
MIS 542	Management of Database Systems	3
MIS 552	System Analysis And Design	3
MIS 564	Telecommunications	3
MIS 568	Enterprise Models	3
MIS 573	Project and Change Management	3
One approved MIS elective [1]		3
One approved non-MIS elective		3
One approved course in organizational behavior [2]		3
MIS 584	Capstone	3
or MIS 583	Graduate Project And Seminar	
MIS 585	Thesis And Seminar [3]	6
Total Hours		**36**

1. Students who select the Thesis option are not required to complete the MIS elective
2. **Organizational Behavior:** Students may take MIS 575, BUS 541, or PAD 502
3. MIS 585 is another closure option (which can be taken INSTEAD of MIS 584 or MIS 583). If the Thesis option is chosen the MIS elective is not required.

Important Course Notes:

Electives: MIS 571, MIS 576, and MIS 578 may be taken either as MIS electives or non-MIS electives. BUS 502, BUS 512, and BUS 521 may be taken as non-MIS electives.

Students who have equivalent experience in all but MIS 583, MIS 584, or MIS 585 may substitute an approved elective but must complete the total number of required hours for the degree.

Graduation Requirements

1. Selection or assignment of a management information systems faculty advisor.
2. Fulfillment of all the prerequisites for the M.S. in MIS.

3. Meet the grade requirements described above under the grading policy section.

At least 24 hours of the courses required for the degree must be completed following matriculation into the department.

Master's Closure

All MIS graduates must complete MIS 584, or MIS 583, or MIS 585. The nature of the graduate project is contingent on the individual's career goals and may or may not include a practicum experience.

Projects may involve, for example, design/analysis of an information system for an existing organizational need; development of one or more databases for a potential organizational need; analysis of managerial needs or uses for information that is accessible in an existing database; or analysis, design, security, and management of networks. If the project/thesis is not completed during these initial three or six hours, students must register for MIS 586/MIS 587 (zero credit hours, one billable hour) each fall and spring semester until the project/thesis is complete.

UIS policy precludes students who are not registered from using campus resources. If a leave of absence is requested and approved, continuous registration is not required. Failure to obtain a leave of absence will require retroactive registration of one credit hour per semester.

The Online Degree

The Management Information Systems degree is designed to provide the professional administrator/manager a balance between technical expertise and organizational knowledge in the application of information technology to solving business problems. The M.S. degree in Management Information Systems may be earned online, on campus, or through a combination of online and on-campus courses.

Graduate Certificates

- Business Intelligence (p. 136)
- Business Process Management (p. 137)
- IT Project Management (p. 137)

Graduate Certificate in Business Intelligence

This certificate is available both online and on campus.

Contact Information
Phone: (217) 206-6067
Email: mis@uis.edu
Website: mis.uis.edu/

The Certificate in Business Intelligence provides business and technology practitioners and other professionals with the knowledge and skills necessary to collaborate in the design, development, and adoption of Business Intelligence applications in organizations. Business Intelligence refers to a broad category of applications, technologies, and processes for gathering, storing, accessing, and analyzing internal and external data to help decision-makers analyze business situations and make fact-based, informed decisions that will trigger improvement actions.

Entrance and Course Requirements

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).

Required Courses

MIS 513	Management Information Systems [1,2]	3
MIS 542	Management of Database Systems	3
MIS 576	Data Warehousing	3
Total Hours		**9**

1. If MIS 513 has been taken as part of another MIS graduate certificate, the student must substitute an additional UIS Management Information Systems course, not included as a required course in another certificate.
2. All MBA students may use MIS 525 as a substitute for MIS 513 since the course content for MIS 525 is similar to MIS 513.

Graduate Certificate in Business Process Management

This certificate is available both online and on campus.

Contact Information
Phone: (217) 206-6067
Email: mis@uis.edu
Website: mis.uis.edu/

The Certificate in Business Process Management provides information systems practitioners and business professionals with the fundamental knowledge needed to be able to successfully analyze, define, and design organizational processes and to effectively apply information technology to these processes. This certificate is awarded upon completion of the required course work. Individuals may work on the certificate part time without being formally enrolled in a degree program, or may complete it as part of the MS degree in Management Information Systems, or as a part of the MBA degree program.

Entrance and Course Requirements

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).

Required Courses

MIS 513	Management Information Systems [1,2]	3
MIS 575	Technology Management and Organizational Transformation	3
MIS 568	Enterprise Models	3
Total Hours		**9**

1. If MIS 513 has been taken as part of another MIS graduate certificate, the student must substitute an additional UIS Management Information Systems course, not included as a required course in another certificate.
2. All MBA students may use MIS 525 as a substitute for MIS 513 since the course content for MIS 525 is the same as MIS 513.

Graduate Certificate in IT Project Management

This certificate is available both online and on campus.

Contact Information
Phone: (217) 206-6067
Email: mis@uis.edu
Website: mis.uis.edu/

The Certificate in IT Project Management provides information systems practitioners and business professionals with the fundamental knowledge needed to manage information technology projects. This certificate is awarded on completion of the required course work. Individuals may work on the certificate part time without being formally enrolled in a degree program, or may complete it as part of the MS degree in Management Information Systems or as part of the MBA degree program.

Entrance and Course Requirements

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).

Required Courses

MIS 513	Management Information Systems [1,2]	3
MIS 552	System Analysis And Design	3
MIS 573	Project and Change Management	3
Total Hours		**9**

1. If MIS 513 has been taken as part of another MIS graduate certificate, the student must substitute an additional UIS Management Information Systems course, not included as a required course in another certificate.
2. All MBA students may use MIS 525 a substitute for MIS 513 since the course content for MIS 525 is the same as MIS 513.

College of Education and Human Services

www.uis.edu/cehs/
Office Phone: (217) 206-6784
Email: cehs@uis.edu
Office Location: BRK 363

Hanfu Mi, Dean

Faculty of the college take full advantage of UIS' location in the state capital by maintaining close ties with the Illinois State Board of Education and the Illinois Department of Human Services. Faculty serve on a variety of professional advisory boards and on the boards of local social service delivery agencies. Due to the large number of state government employees, educators, and human service professionals in Springfield, the college's academic programs are vital to the city's economic and employment base.

Students enrolled in the college's programs prepare for professional careers as consultants, counselors, gerontologists, prevention specialists, public professionals, researchers, school administrators and teacher-leaders.

The Educational Leadership Department serves graduate students seeking one of two distinct degrees: the M.A. in Educational Leadership (Principal Endorsement) or the M.A. in Teacher Leadership (online). The M.A. in Educational Leadership prepares future elementary and secondary school administrators who are highly qualified to lead their schools in meeting state and national standards and adopting school reform initiatives. The M.A. in Teacher Leadership (MTL) program prepares teacher-leaders who excel in teaching and non-administrative roles in their organizations and communities.

The Human Development Counseling department is nationally accredited by the Council for Accreditation Counseling and Related Educational Programs (CACREP). Students earn a master of arts degree in one of three concentrations: Clinical Mental Health Counseling; Marriage, Couple, and Family Counseling; and School Counseling. Graduates are prepared for licensure as a School Counselor in K-12 settings, licensure as a Clinical Professional Counselor, or licensure as a Marriage and Family Therapist.

The Human Services department prepares graduate students for employment in the fastest growing segment of society, including providing direct services to senior centers and nursing homes, administering and evaluating service-delivery systems for the elderly, and assisting in legislative bodies that serve older persons. Graduates of this program are also qualified to be case managers, human services grant writers, substance abuse counselors, and many other human service professionals. Students earn a master of arts degree in one of four concentrations: Alcohol and Substance Abuse; Child and Family Studies; Gerontology; and Social Services Administration (online).

College faculty use a variety of innovative teaching strategies and technologies in the classroom and apply their research and scholarship to the course work that they teach. Many of the faculty have national and international reputations in their areas of expertise.

Educational Leadership

Master of Arts in Educational Leadership
Master of Arts in Teacher Leadership (online)

Graduate Certificates – 5
Post-Master's Certificates – 1 certificate/2 options (1 online)
State Certification Program - 1
Illinois State Board of Education Endorsement Programs – 4 options (3 online)

www.uis.edu/edl/ or www.uis.edu/mtl/
Email: edl@uis.edu or mtl@uis.edu
Office Phone: (217) 206-6306 or (217) 206-7516
Office Location: BRK 377

The purpose of the Educational Leadership Department is to prepare collaborative, proactive educational leaders committed to improving the quality of leadership in a variety of organizational contexts. This is achieved by assuming leadership positions or roles within educational organizations and class-rooms, engaging in scholarly inquiry about school and class-room leadership, meeting state and national standards and school reform initiatives, as well as improving practices within educational arenas.

The Educational Leadership Department is characterized by an integration of a wide variety of scholarly and clinical activities oriented toward practical application of intellectual, democratic, and ethical aspects of school and classroom leadership. These include formal courses, clinical experiences, research, and the master's closure activities. Educational Leadership offers two master's degrees: M. A. in Educational Leadership and M. A. in Teacher Leadership (online).

The Educational Leadership Department also offers a post-master's certificate leading to a School Superintendent Endorsement and/or a Chief School Business Official's Endorsement. The post-master's courses for School Superintendent Endorsement are offered on a cohort basis, with a group of students going through the set sequence of courses together.

The Master's Degree

- Master of Arts in Educational Leadership (p. 139)
- Master of Arts in Teacher Leadership (p. 140) (available online)

Graduate Certificates, Post-Master's Certificate Concentrations, and Illinois State Endorsement Programs

The Educational Leadership Department offers five graduate certificates, a post-master's certificate in two concentrations, as well as a state certification program.

Graduate Certificates

- Graduate Certificate in Educational Technology (p. 144) (24 Hours) - available online
- Graduate Certificate in English as a Second Language (p. 144) (20 Hours) – available online
- Graduate Certificate in Higher Education Online Pedagogy (p. 145) (12 Hours) - available online

- Graduate Certificate in Legal Aspects of Education (p. 145) (18 Hours) – available online
- Graduate Certificate in Teacher Leadership (p. 145) (16 Hours) – available online

Post-Master's Certificate Concentrations

Options for the post-master's certification include:

- School Superintendent Endorsement (p. 143)[2] (36 Hours)
- Chief School Business Official (p. 144)[2] (34 Hours) – available online

State Certification Program

- Pathway to the Principalship for National Board Certified Teachers (NBCT) (20 Hours) (p. 145)

Illinois State Board of Education (ISBE) Endorsement Programs

- Educational Technology (p. 141)[2] (24 Hours) - available online
- **Principalship** (p. 141)[2] (32 Hours)
- **English as a Second Language** (p. 144)[2] (20 Hours) – available online
- **Learning Behavior Specialist 1 (LBS1)** (p. 143)[2] (16 Hours) – available online

[2] *Candidates must take and pass Teacher Licensure exam(s) in (a) specific area(s) to qualify for entitlement.*

Master of Arts in Educational Leadership

www.uis.edu/edl/ or www.uis.edu/mtl/
Email: edl@uis.edu or mtl@uis.edu
Office Phone: (217) 206-6306 or (217) 206-7516
Office Location: BRK 377

The M.A. in Educational Leadership is designed to meet the professional growth and professional development needs of Illinois educators. The EDL concentration provides for a carefully planned set of experiences designed to develop the knowledge, skills, and competencies needed for elementary and secondary administrative leadership positions. Courses in the program are appropriate for classroom teachers, State Board of Education personnel, central administrative staff, and school board members.

The curriculum provides an opportunity to obtain the M.A. in Educational Leadership, as well as an option to fulfill state requirements for the principal endorsement. The master's degree requires the completion of 36 semester hours of EDL courses.

Admission Requirements

Students must apply to UIS before it is possible to enroll in courses. To be eligible for full admission to the Educational Leadership Program with principal endorsement, a student must have completed a bachelor's degree with a cumulative grade point average of 3.0 or better on a 4.0 scale, have a valid Illinois Teaching License, have a minimum of two years of successful teaching experience upon entry, must submit a portfolio and must complete an interview successfully. If the applicant is seeking the Master's Degree in Educational Leadership only he/she would not have the same admission requirements and should contact the EDL Office to receive instructions.

When applying for the MA in Educational Leadership with principal endorsement the applicant's portfolio must contain a letter of recommendation from the applicant's employer (school district), a letter of intent from the district that assures that at the appropriate point in the the program the student will receive a placement as an intern in the district and will be permitted to complete his/her internship experiences, documents illustrating current leadership activities and skills, illustrations of using data to solve problems, and strategies used to improve student achievement, a current resume, a copy of the applicant's teaching license or the page from the Illinois Educator's Licensing Information System (ELIS) that shows current licensure, and the page from ELIS that shows proof of passing the Basic Skills Test (BST) or Test of Academic Proficiency (TAP) to be admitted to the Principal Preparation Program. The applicant's portfolio must be submitted and approved before the interview phase of the admissions process will be scheduled.

An applicant can be conditionally admitted if their cumulative GPA is between 2.50 and 3.0. Conditional admission for low GPA means that the student must achieve a GPA of 3.0 or better in the first eight hours of course work in the EDL program to be fully admitted. An applicant can also be conditionally admitted if they have deficiencies in their portfolio. In this case, those deficiencies should be addressed and the portfolio resubmitted within 30 days to continue the admission process. Please note that students admitted conditionally who are receiving financial assistance must be fully admitted after one calendar year in order to retain financial aid eligibility. Transfer credit is evaluated on a course-by-course basis with the faculty advisor and approval of the EDL chair.

If a candidate is denied admission at the interview level, (s)he may reapply after one semester. Candidates who are not admitted to the program may select or be counseled into other degree programs offered by the department and/or other programs offered at UIS.

Advising

A student is assigned an academic advisor when he or she is admitted to the EDL Program. The student is expected to contact the academic advisor during the first semester of enrollment. The academic advisor will assist the student in planning his/her program of study and is also available to provide career counseling.

Grading Policy

A passing grade in an EDL course is considered to be B or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A credits are earned in EDL courses (grades of C- or lower will not be accepted). However, no more than eight hours of C grades will be accepted.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Communication and Library Skills

Oral and written communication skills are practiced and evaluated in most EDL courses. Satisfactory completion of the master's closure

activities fulfills the UIS communication skills requirement. Completion of EDL 505 or EDL 541 satisfies the library skills requirement.

Degree Requirements

The EDL master's degree requires completion of 36 semester hours. There are four core area requirements for the educational leadership degree. These are:

Research		
EDL 505	Introduction To Research	4
Educational Leadership		
EDL 509	Organizational Dynamics	4
Curriculum		
EDL 511	School Improvement	4
Other recommended certification requirements		20
Master's Closure		
EDL 531	Capstone I [1]	2
EDL 532	Capstone II	2
Total Hours		**36**

[1] Concurrent enrollment in EDL 526 is required.

Endorsement Requirements

Individuals interested in obtaining administrative positions in Illinois public schools must be properly endorsed. General requirements established by the State Licensure Board include a master's degree, two years of documented successful full-time teaching upon admission, 32 semester hours of required graduate courses, which include 4 hours of internship experiences. Applicants will also be required to 1. turn in a portfolio which contains a letter of recommendation from the applicant's employer (school district), a letter of intent from the district that assures that at the appropriate point in the the program the student will receive a placement as an intern in the district and will be permitted to complete his/her internship experiences, documents illustrating current leadership activities and skills, illustrations of using data to solve problems, and strategies used to improve student achievement, a current resume, a copy of the applicant's teaching license or the page from the Illinois Educator's Licensing Information System (ELIS) that shows current licensure, and the page from ELIS that shows proof of passing the Basic Skills Test (BST) or Test of Academic Proficiency (TAP) and 2. complete an interview. Courses required for the general administrative endorsement can be completed in the EDL concentration. Detailed information about course requirements is available from the program office. All students desiring Principal endorsement from the ISBE must apply for admission to the endorsement program. Requirements include a valid, completed master's degree or admission to the Educational Leadership master's degree program and two years of successful teaching experience. Internship experiences are required for principal endorsement.[2]

Internship Requirements

Prior to enrollment in the first of the internship courses, candidates must successfully complete a specific set of required courses and submit the Special Approval Request Form for EDL 526/EDL 531. (EDL 531, Capstone I, and EDL532, Capstone II, are required for students seeking the MA in EDL degree and are taken simultaneously with their internship courses.) During the internship orientation, candidates will submit the Principal Internship Agreement for EDL 526. Before the start of the second semester of internship, candidates must show proof of passing both ISBE principal exams.[2] Please refer to the Illinois Licensure Testing System (ILTS) website for the testing schedule (http://www.il.nesinc.com).

Students seeking the principal endorsement must complete the following course work (24 cr. hours) to be eligible to apply for the Principal Internship courses (EDL 526 and EDL 527):

EDL 502	School Finance	4
EDL 503	School Law	4
EDL 505	Introduction To Research	4
EDL 511	School Improvement	4
EDL 519	The Principalship	4
EDL 525	Supervision Of Instruction	4
Total Hours		**24**

Master's Closure

All educational leadership degree candidates are required to complete master's closure activities in order to graduate. EDL 531, Capstone I, and EDL 532, Capstone II, will be conducted during the internship experience at the school site. Students will work with an assigned capstone professor and Internship University Supervisor on this process.

[2] *Candidates must take and pass ISBE Licensure exam(s) in (a) specific area(s) to qualify for entitlement.*

Master of Arts in Teacher Leadership

www.uis.edu/edl/ or www.uis.edu/mtl/
Email: edl@uis.edu or mtl@uis.edu
Office Phone: (217) 206-6306 or (217) 206-7516
Office Location: BRK 377

(Available Online)

The M.A. in Teacher Leadership (MTL) is designed specifically for teachers who wish to assume leadership roles within and beyond the classroom but who are not interested in obtaining an administrative certificate. It is conducted entirely online and is characterized by lectures, text reading, discussions, and projects, with emphasis on reflection, application, and writing. Courses include studies in teaching, leadership, research, curriculum/instruction, methodology, best practices, school improvement, technology use, and a master's closure project. Courses in MTL meet the requirement for teacher certificate renewal. The master's degree requires the completion of 40 semester credit hours of course work.

Admission Requirements

In order to be admitted to the EDL Department and to the MTL degree program, students must apply to UIS. To be eligible for full admission to the Educational Leadership and Teacher Leadership program, a student must have completed a bachelor's degree with a grade-point average of 3.0 or better on a 4.0 scale. A student can be conditionally admitted if the GPA is between 2.50 and 3.0. Conditional admission means that the student must achieve a GPA of 3.0 or better in the

first eight hours of course work in the EDL/MTL Program. If a student achieves the required GPA within those first eight hours, he or she will be fully admitted to the program. Transfer credit is evaluated on a course-by-course basis with the MTL Coordinator and approval of the department chair.

While applicants for MTL should be active in some form of education, a teaching certificate is not required for admission. Application for admission must be made to the UIS campus and discussion of student needs and program requirements with the coordinator.

Advising

Advising for MTL is conducted by the MTL Coordinator in consultation with the department chair. Initial advising must be completed by the end of the student's first semester. The MTL Coordinator assists the student in planning his/her program of studies and is also available to provide career counseling. See uis.edu/mtl for further details.

Grading Policy

A passing grade in an MTL course is considered to be B or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted provided that an equal or greater number of A credits are earned in EDL courses (grades of C- or lower will not be accepted). However, no more than eight hours of C grades will be accepted.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Degree Requirements

The MTL degree requires completion of 40 semester credit hours. There are four core area requirements for the MTL degree. These are:

Research		
EDL 541	Educational Research Methods	4
Educational Leadership		
EDL 585	Foundations of Teacher Leadership	4
EDL 542	Action Research for Leadership	4
Curriculum		
EDL 543	Assessment for Learning	4
Master's Closure		
EDL 586	Capstone Project	4
Approved electives		20
Total Hours		**40**

Illinois State Board of Education Endorsements

- Principalship Endorsement (p. 141)[2]
- Educational Technology (p. 141)[2]
- English as a Second Language (p. 141)[2]
- Learning Behavior Specialist 1 (p. 143)[2]

[2] *Candidates must take and pass ISBE Licensure Exam(s) in (a) specific area(s) to qualify for entitlement.*

Principalship Endorsement

Principalship Endorsement (32 Hours)

This program prepares future elementary and secondary school administrators (Principals, Assistant Principals, Deans and Department Chairs) who are highly qualified to hold leadership positions in K-12 schools. The program was designed to provide a rigorous set of experiences designed to develop the knowledge, skills, dispositions, and competencies needed by educational leaders at the local and state level. The UIS principal preparation program has been approved by the Illinois State Board of Education.[2]

Please see the sections on endorsement and internship requirements under the Master of Arts in Educational Leadership page.

EDL 502	School Finance	4
EDL 503	School Law	4
EDL 505	Introduction To Research	4
EDL 509	Organizational Dynamics	4
EDL 511	School Improvement	4
EDL 519	The Principalship	4
EDL 525	Supervision Of Instruction	4
EDL 526	Principal Internship I	2
EDL 527	Principal Internship II	2
Total Hours		**32**

[2] *Candidates must take and pass ISBE Licensure exam(s) in (a) specific area(s) to qualify for entitlement.*

Educational Technology

The K-12 Educational Technology Specialist endorsement is designed for practicing teachers and administration who are interested in learning more about integrating digital technologies into classroom teaching and learning. The six courses cover the knowledge and skills required for an ISBE Technology Specialist Endorsement which qualifies those who hold it for building and/or district level technology coordinator positions. A total of 6 courses, as well as passing the ISBE Technology Specialist (178) test are required if you are seeking the ISBE endorsement.

Required Courses

EDL 515	Online Teaching and Learning	4
EDL 516	Instructional Design for Technology	4
EDL 517	Education Technology Leadership	4
EDL 518	Educational Technology Systems	4
EDL 547	Technology In The Curriculum	4
EDL 555	Foundation for Technology in the Curriculum	4
Total Hours		**24**

English as a Second Language

English as a Second Language (online) (20 Hours)

This program is designed to provide current K-12 teachers in Illinois with an Illinois State Board of Education (ISBE) endorsement in

English as a Second Language (ESL) upon successful completion of the course work. The courses will be offered in an online format as a graduate certificate from the Master of Arts in Education degree program. After completing all required courses, candidates must take and pass the ISBE Educator Licensure exam in ESL to qualify for the endorsement.

A passing grade in an EDL course is considered to be B (3.0) or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A credits are earned in EDL courses (grades of C- or lower will not be accepted).

Required Courses

EDL 550	Theoretical Foundations of Teaching English as Second Language	4
EDL 584	Assessment of ESL Students	4
EDL 592	Linguistics	4
EDL 593	Cross Cultural Studies for ESL	2
EDL 594	Methods and Materials for ESL	4
EDL 595	ESL Clinical Experience This class may not be required for all students who have met the clinical experience requirement of the Illinois State Board of Education for English as a Second Language Letter of Approval/Endorsement.	2
Total Hours		**20**

Learning Behavior Specialist I

Learning Behavior Specialist 1 (LBS1) (online) (16 hours)

The Learning Behavior Specialist 1 (LBS1) endorsement is sought after by PK-12 teachers for the purpose of gaining an additional endorsement to be qualified to teach in a special education setting. The course titles and descriptions have been approved by the Illinois State Board of Education.[2] The student populations with which they will be endorsed to work are diagnosed with specific learning disabilities, social emotional disorders, mental retardation, physically handicapped, autism, and traumatic brain injury. Each course may be taken for elective credit in the Master of Teacher Leadership degree program.

EDL 554	Characteristics of Exceptional Children	4
EDL 573	Survey Of Exceptional Children	4
EDL 558	Strategies for Teaching Children with Special Needs I	2
EDL 559	Strategies for Teaching Children with Special Needs II	2
EDL 553	Assessment of Students' Learning Difficulties and Disabilities	4
Total Hours		**16**

[2] *Candidates must take and pass ISBE Licensure exam(s) in (a) specific area(s) to qualify for entitlement.*

Post Master's Certificate Concentrations

Contact Information
Phone: (217) 206-6306
Email: edl@uis.edu
Website: www.uis.edu/edl

- School Superintendent Endorsement (p. 143)
- Chief School Business Official Endorsement (p. 144)

The Post-Master's Certificate Program in Educational Leadership has two concentrations. The School Superintendent Endorsement is designed to meet the professional growth needs of Illinois educators who are practicing building principals who wish to be prepared for central office leadership positions. The Chief School Business Official (CSBO) Endorsement is designed to prepare Illinois educators for advanced study and preparation in the organization and administration of the management of fiscal, physical, and human resources of a public school district in Illinois. Courses in this concentration are appropriate for candidates who currently hold central office business positions or those seeking the CSBO Endorsement. Courses include a carefully planned set of standards-based experiences designed to develop knowledge, skills, and dispositions necessary to meet candidates' needs and interest in the areas of the School Superintendent Endorsement and/or Chief School Business Official Endorsement. Candidates may work to meet the endorsement requirements for each concentration within the Post-Master's Certificate Program.

A passing grade in an EDL course is considered to be B (3.0) or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A credits are earned in EDL courses (grades of C- or lower will not be accepted).

School Superintendent Endorsement

The Post-Master's Certificate Program leading to the School Superintendent Endorsement requires the completion of 36 semester hours of course work, which includes 32 hours of EDL courses and two semesters (two credit hours each) of internship experiences.[2]

EDL 603	Advanced Seminar on Law and Public Policy	4
EDL 604	Politics of Education: Federal, State and Local Politics and Policies	4
EDL 605	Research in Educational Leadership	4
EDL 611	Superintendent as Instructional Leader	4
EDL 612	Management of Educational Funds and Facilities	4
EDL 621	Superintendent and Central Staff/Personnel Management	4
EDL 626	Clinical Experiences/Internship I	2
EDL 627	Clinical Experiences/Internship II	2
EDL 635	Organizational Theory and Leadership	4
EDL 680	Leadership and School Improvement	4
Total Hours		**36**

[2] *Candidates must take and pass ISBE Licensure exam(s) in (a) specific area(s) to qualify for entitlement.*

Chief School Business Official (CSBO) Endorsement

The Chief School Business Official (CSBO) Endorsement is taught in an online mode of delivery which requires the completion of 34 semester hours of course work, including 28 hours of EDL courses and three semesters (two credit hours each) of internship experiences.[2]

EDL 579	Collective and Interest-based Bargaining	2
EDL 582	Political Action And Advocacy	2
EDL 603	Advanced Seminar on Law and Public Policy	4
EDL 612	Management of Educational Funds and Facilities	4
EDL 621	Superintendent and Central Staff/Personnel Management	4
EDL 626	Clinical Experiences/Internship I	2
EDL 627	Clinical Experiences/Internship II	2
EDL 628	Clinical Experiences/Internship III	2
EDL 635	Organizational Theory and Leadership	4
EDL 640	Business Application Revenues	4
EDL 645	Business Application Expenditures	4
EDL 541	Educational Research Methods (online) [3]	4
EDL 543	Assessment for Learning (online) [3]	4
EDL 605	Research in Educational Leadership (on-campus) [3]	4
EDL 611	Superintendent as Instructional Leader (on-campus) [3]	4
Total Hours		**34**

2 Candidates must take and pass ISBE Licensure exam(s) in (a) specific area(s) to qualify for entitlement.

3 If students are lacking in fundamentals because their master's degree was not in education (research or curriculum), they may be asked to make up for these deficiencies by taking an MTL online course in research or curriculum development or both.

Graduate Certificate in Educational Technology

This certificate is available online.

This certificate is not currently eligible for financial assistance.

Contact Information
Phone: (217) 206-7516
Email: mtl@uis.edu
Website: www.uis.edu/mtl/

The K-12 Educational Technology certificate is designed for practicing teachers and administration who are interested in learning more about integrating digital technologies into classroom teaching and learning. The six courses cover the knowledge and skills required for an ISBE Technology Specialist Endorsement which qualifies those who hold it for building and/or district level technology coordinator positions. A total of 6 courses, as well as passing the ISBE Technology Specialist (178) test are required if you are seeking the ISBE endorsement.

Required Courses

EDL 515	Online Teaching and Learning	4
EDL 516	Instructional Design for Technology	4
EDL 517	Education Technology Leadership	4
EDL 518	Educational Technology Systems	4
EDL 547	Technology In The Curriculum	4
EDL 555	Foundation for Technology in the Curriculum	4
Total Hours		**24**

Graduate Certificate in English as a Second Language

This certificate is available online.

Contact Information
Phone: (217) 206-7516
Email: mtl@uis.edu
Website: www.uis.edu/mtl/

This certificate is designed to provide current K-12 teachers with an Illinois State Board of Education (ISBE) endorsement in English as a Second Language (ESL) upon successful completion of the program. The courses will be offered in an online format as a graduate certificate from the Master of Arts in Teacher Leadership degree program. The goal of this program is to provide current K-12 teachers within the state of Illinois the necessary preparation to lead to ISBE endorsement to serve the ESL student population with excellence. After completing all required courses, candidates must take and pass the ISBE Educator Licensure exam in ESL to qualify for the endorsement.

A passing grade in an EDL course is considered to be B (3.0) or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A credits are earned in EDL courses (grades of C- or lower will not be accepted).

Required Courses

EDL 550	Theoretical Foundations of Teaching English as Second Language	4
EDL 584	Assessment of ESL Students	4
EDL 592	Linguistics	4
EDL 593	Cross Cultural Studies for ESL	2
EDL 594	Methods and Materials for ESL	4
EDL 595	ESL Clinical Experience This class may not be required for all students who have met the clinical experience requirement of the Illinois State Board of Education for English as a Second Language Letter of Approval/Endorsement.	2
Total Hours		**20**

Graduate Certificate in Higher Education Online Pedagogy

This certificate is available online.

Contact Information
Phone: (217) 206-7516
Email: mtl@uis.edu
Website: www.uis.edu/mtl/

The Department of Educational Leadership has been approved to offer a 12 hour graduate certificate in online pedagogy for higher education and community college faculty. The purpose of this certificate is to assist higher education faculty who would like to learn how to teach online. The set of courses will help them learn effective practices for teaching online, build course content, and to design quality assessments for their course.

Required Courses

EDL 508	Effective Practices in Online Teaching and Learning	4
or EDL 516	Instructional Design for Technology	
EDL 512	Student Assessment for Online Learning	2
EDL 515	Online Teaching and Learning	4
EDL 521	Current & Emerging Tech in Ed	2
Total Hours		**12**

Graduate Certificate in Legal Aspects of Education

This certificate is available online.

Contact Information
Phone: (217) 206-7516
Email: mtl@uis.edu
Website: www.uis.edu/mtl/

By completing nine of the ten courses in the Legal Aspects of Education online course series, teachers can receive a special graduate certificate. This program provides opportunities for educational leaders to increase their knowledge base about legal issues currently facing their profession. It is aimed at teacher-leaders seeking to advance their professional education credentials.

A passing grade in an EDL course is considered to be B (3.0) or above. A failing grade is given for work below that level. Grades of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A credits are earned in EDL courses (grades of C- or lower will not be accepted).

Required Course Options

Select nine of the following:		18
EDL 574	Critical Legal Issues in Education	
EDL 575	Legal Aspects of Special Education	
EDL 576	Minimizing Legal Risks in the Education Workplace	
EDL 577	Schools In The Legal System	
EDL 578	Educational Workplace Employability Issues	
EDL 579	Collective and Interest-based Bargaining	
EDL 580	Teacher, Parent, and Student Rights	
EDL 581	Legal Responsibilities for the Education Workplace	
EDL 582	Political Action And Advocacy	
EDL 583	Teaching Law In K-12 Schools	
Each course is 2 credit hours		
Total Hours		**18**

Graduate Certificate in Teacher Leadership

This certificate is available online.

Contact Information
Phone: (217) 206-7516
Email: mtl@uis.edu
Website: www.uis.edu/mtl/

The purpose of the graduate certificate in Teacher Leadership is to provide advanced training in curriculum, assessment, and pedagogy. This program will help PK-12 teachers gain additional knowledge and skills in school improvement issues, enhancing teacher performance in addressing student needs, and the use of data-driven decision making. By completing the prescribed 16 hours, the courses have a two-fold purpose:

1. for teachers who are looking for advanced online training without taking an entire degree, or
2. for teachers who want the courses to be applied toward the M.A. in Teacher Leadership degree program.

Required Courses

EDL 541	Educational Research Methods	4
EDL 542	Action Research for Leadership	4
EDL 543	Assessment for Learning	4
EDL 585	Foundations of Teacher Leadership	4
Total Hours		**16**

Pathway to the Principalship for National Board Certified Teachers (NCBT)

Please note: Entrance to the Pathway to the Principalship for National Board Certified Teachers (NBCT) program has been suspended for Academic Year 2015-16.

Pathway to the Principalship for National Board Certified Teachers (NBCT) (20 Hours)

This certificate program is designed to meet the requirements established by the Illinois State Board of Education's Professional Standards for the Type 75 General Administrative Endorsement. The purpose of the Type 75 General Administrative Certificate for the National Board Certified Teachers (NBCT) is to prepare collaborative, proactive educational leaders committed to improving the quality of educational leadership knowledge in a variety of organizational contexts. Through the NBCT application process, candidates have

already demonstrated vast knowledge and skills in specific skill sets of curriculum, instruction and research areas. This program will be offered as an online and on-campus blended model of delivery which requires 20 hours of EDL courses, including a 4-hour leadership practicum (clinical internship).

Human Development Counseling

Master of Arts

www.uis.edu/hdc/
Email: hdc@uis.edu
Office Phone: (217) 206-6504
Office Location: BRK 332

The Master's Degree

The Department of Human Development Counseling offers three accredited concentrations:

1. Clinical Mental Health Counseling
2. Marriage, Couple, and Family Counseling
3. School Counseling

These concentrations allow graduates to provide counseling and consulting services at a professional level in a wide variety of environments. Career options for graduates in the clinical mental health and marriage, couple, and family counseling concentrations include counseling in mental health, correctional, social welfare, rehabilitative, and human relations agencies, institutions, and environments. The school counseling concentration is approved by the Illinois State Board of Education and prepares candidates for a Professional Educator License with a School Counseling endorsement. Since opportunities for employment within each of these concentrations vary widely, prospective students should consult an advisor before choosing a career option.

The Council for Accreditation of Counseling and Related Educational Programs (CACREP) has accredited the community counseling (now clinical mental health counseling), school counseling, and marriage, couple and family counseling concentrations. Successful completion of the curriculum for these concentrations leads to eligibility for certification through the National Board of Certified Counselors, and/or State of Illinois licensure.

HDC students are encouraged to join the American Counseling Association (ACA), and the Illinois Counseling Association (ICA). Students preparing for a career in mental health counseling are encouraged to join the American Mental Health Counseling Association (AMHCA). Students preparing for a career in school counseling are encouraged to join the American School Counselor Association (ASCA) and/or the Illinois School Counselor Association (ISCA). Students who are pursuing or have completed the M.A. degree in the marriage, couple and family counseling concentration may apply for membership in the International Association of Marriage and Family Counselors (IAMFC), the American Association for Marriage and Family Therapy (AAMFT), and/or licensure as a marriage and family therapist. Consultation with the department's marriage, couple and family counseling concentration coordinator is required.

Admission and Application Requirements

The Department of Human Development Counseling admits students twice per year (fall and spring). The process is comprised of two phases (see below). Applicants who wish to be admitted must have a complete file on record by February 15th for fall admission, or September 15th for spring admission. All forms can be found at http://www.uis.edu/hdc/curriculum/requirements/.

Phase I

Phase I involves the following elements and applicants **must complete each element by the appropriate deadline** (i.e., February 15th for fall, or September 15th for spring):

- Complete and submit the *UIS Application for Graduate Study.*
- Complete and submit the *HDC Admission Form* and three *Recommendation for Candidacy* forms. Please submit these materials to:
  Department of Human Development Counseling
  c/o Admissions Committee
  University of Illinois at Springfield
  One University Plaza, MS BRK 332
  Springfield, IL 62703-5407
- Complete the *UIS Application for Graduate Study* and remit payment of the application fee to the Office of Admissions at the University of Illinois at Springfield. Please note that the Department of Human Development Counseling neither requires nor accepts payment of any kind. Processing of the admission application fee is handled entirely by the Office of Admissions. For questions relative to either of these processes, the Office of Admissions can be contacted at admissions@uis.edu.
- Provide transcripts reflecting a minimum grade point average (GPA) of at least 3.0 for the last 60 hours of undergraduate degree course work **or** a cumulative undergraduate GPA of 3.0 in order to participate in the admissions process and be considered for full admission. (Please note that applicants may be considered for admission with a GPA of between 2.75 to 2.99; however, if admitted, the classification awarded will be **conditional** admission. Conditionally admitted students must receive a minimum cumulative GPA of at least 3.0 in HDC 501 and HDC 511, and must receive letter grades of no less than a B- in all courses in which they enroll. Conditionally admitted students may receive financial assistance benefits for only one year.) Undergraduate GPA requirements may be waived for candidates with an earned master's or doctoral degree.
- Demonstrate completion of the following undergraduate prerequisite courses:
  a. abnormal psychology or psychopathology, and
  b. developmental psychology or life-span development or human development or child/adolescent psychology.
- Applicants may enroll for three HDC-approved courses while completing the application process. Additionally, applicants may participate in Phase II of the admissions process (see below) during the semester in which they expect to complete their prerequisite courses.

Phase II

Applicants will be formally invited by the HDC department to participate in Phase II. This phase involves completing an essay and group interview process, detailed as follows:

- Applicants who successfully complete Phase I as determined by the HDC department admissions committee will be contacted regarding the essay and group interview process. Both steps will be completed on a Saturday. The day will be broken into two sessions (morning and afternoon) lasting 3 hours each (e.g., an applicant may write the essay during the morning session and participate in the group interview in the afternoon).
- A score derived from the interview, admission essay, and application materials will serve as the basis for recommendation to the HDC admissions committee which, in turn, will vote whether to admit the applicant. The Admissions Coordinator will notify applicants regarding the outcome of the admissions process.
- Applicants who are not admitted may request to reapply for the next admission cycle. The applicant may change or add any material to his/her file. If the HDC admissions committee does not approve an applicant for admission after the second attempt, a third attempt may be made after one academic year has passed.

Important Notes:

1. An unexcused failure to keep the appointment for Phase II may result in removal from consideration for admission to the HDC department.
2. Students must complete all required course work within the six-year time limit specified by the University for graduate degree completion.

Advising

Academic advising for HDC students is very important, and students should contact their advisors regularly. An advisor will be assigned by the department upon successful completion of the admissions process.

Grading Policy

HDC department majors must earn grades of B- or better in HDC 501, HDC 511, HDC 512, and HDC 513. If a C+ grade or lower is earned in any of these courses, the course must be retaken. HDC majors must also maintain a cumulative GPA of at least 3.0. In other courses, a maximum of six hours of C grades is allowed when balanced by an equal number of hours of A.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Expected Professional Competencies

Before graduating, degree candidates must demonstrate competencies and dispositions related to personal development, such as the ability to communicate effectively with others; professional development, such as the ability to conceptualize client concerns and to provide appropriate intervention through an individual or group relationship; and social development, such as the ability to collaborate effectively within a treatment team context.

In addition to these general competencies, students are expected to develop specific knowledge and skills necessary for the client populations with which, or for the settings in which, they intend to work. Such specialized knowledge may be obtained through projects designed to meet individual course requirements.

Each department course may contain an applied or experiential component in addition to the didactic component, and some courses specifically emphasize experiential learning. These courses require application of professional skills in simulated and/or real settings. Students should, therefore, expect to demonstrate understanding of ethical behavior in the helping professions as well as evidence of effective interaction skills with clients. All master's candidates must be familiar with the HDC policy on clinical experience and should consult their advisors about satisfying its provisions. All degree candidates must demonstrate graduate-level performance in reading, writing, and speaking English.

Degree Requirements

A total of **61** semester hours is required for a master's degree in Human Development Counseling in all three concentrations:

HDC 501	Fundamental Issues and Ethics in Counseling [1]	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-10
Concentration		12
Total Hours		**61**

[1] HDC 501 must be taken during the student's first semester.

Master's Closure

In addition to course requirements, students are required to pass a comprehensive examination that tests knowledge from the department's required course work. Completion of the closure requirement is satisfied once a student registers for the comprehensive exam (HDC 585), and passes both the multiple choice and clinical case presentation portions of the examination. Students must register for the comprehensive exam during the last semester of their internship, and after completion of required HDC courses. Students must consult their advisors for further information on the master's closure requirement.

Students who take HDC 585 and do not pass both the multiple choice and clinical case presentation portion of the exam while enrolled must register for HDC 586 (zero credit hours, one billable hour) each fall and spring until the exam is passed. Students who do not pass the clinical case presentation portion of the exam must also enroll in one

credit hour of HDC 590 and provide additional professional counseling services at an approved clinical site.

Clinical Mental Health Counseling

Students pursuing careers in clinical mental health counseling should begin to explore relevant populations and settings when enrolled in HDC 501. Course assignments thereafter should be designed to develop knowledge and skills specific to the emphasis chosen. In order to develop and demonstrate skills unique to their selected concentration, clinical mental health counseling students must take HDC 542, HDC 544, and two elective courses within the department curriculum. Clinical experience placements for clinical mental health counseling students will take place in approved community agencies.

The Clinical Mental Health Counseling (CMHC) concentration within the HDC department includes four additional courses (12 credit hours) beyond the core curriculum of 49 credit hours for a total of 61 required credit hours.

Core Curriculum		
HDC 501	Fundamental Issues and Ethics in Counseling	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-10
Concentration Requirements		
HDC 542	Foundations of Clinical Mental Health Counseling	3
HDC 544	Social Justice and Advocacy in Counseling	3
Two elective HDC courses [1]		6
Total Hours		**61**

[1] Elective courses will be HDC courses selected in consultation with the student's academic advisor, and will be courses that do not count toward the core or closure curriculum requirements.

Marriage, Couple, and Family Counseling

Students pursuing careers in marriage, couple, and family counseling should begin to explore relevant populations and settings when enrolled in HDC 501. Course assignments thereafter should be designed to develop knowledge and skills specific to the emphasis chosen. In order to develop and demonstrate skills unique to their selected concentration, marriage, couple and family counseling students must take four specialization courses that emphasize working systemically within relational contexts. Clinical experience placements for marriage, couple, and family counseling students will take place in approved community agencies. Students enrolled in the marriage, couple, and family counseling concentration must complete a minimum of 150 hours of direct service in marriage, couple, or family counseling during their practicum and internship (combined). Consultation with the marriage, couple, and family counseling concentration coordinator is required to ensure curricular and clinical experience requirements are met.

The Marriage, Couple, and Family Counseling (MCFC) concentration within the HDC department includes four additional courses (12 credit hours) beyond the core curriculum of 49 credit hours for a total of 61 required credit hours.

Core Curriculum		
HDC 501	Fundamental Issues and Ethics in Counseling	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-10
Concentration Requirements		
HDC 534	Introduction To Family Counseling	3
HDC 537	Couple Counseling	3
HDC 545	Sexual Dysfunction and Family Violence	3
HDC 558	Theories of Family Counseling	3
Total Hours		**61**

All course work should emphasize specialized knowledge and skills needed for a particular setting or client population.

School Counseling

School counseling students seeking licensure as a school counselor in Illinois must successfully complete the ISBE-approved HDC master's degree in school counseling in order to receive the department's endorsement. Additionally, students must present passing scores on the Test of Academic Proficiency (or equivalent) and the School Counselor Content Test (i.e., Test #181) as per department policy.

The School Counseling concentration within the HDC department includes four additional courses (12 credit hours) beyond the core curriculum of 49 credit hours for a total of 61 required credit hours.

Core Curriculum		
HDC 501	Fundamental Issues and Ethics in Counseling	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-10
Concentration Requirements		
HDC 531	Developmental School Counseling	3
HDC 535	Child and Adolescent Counseling	3
Two elective HDC courses [1]		6
Total Hours		**61**

In addition to required HDC course work, an applicant seeking initial school counselor licensure must complete a course in mental hygiene and/or personality dynamics (this can be met by the abnormal psychology prerequisite), a practicum in a school setting, and a 600-hour internship in a school setting. Students who wish to pursue this course of study should contact the school counseling concentration coordinator immediately upon acceptance into the program.

For students without a valid state of Illinois teaching license, the following four additional courses (or equivalent courses) are required to obtain the HDC department's endorsement:

TEP 207	Foundations of American Education	3
Select one of the following:		3-4
TEP 222	Child Development for Teachers	
TEP 223	Adolescent Development for Teachers	
EDL 539	Adolescent Dev and Learn	
EDL 575	Legal Aspects of Special Education	2
TEP 315	Managing the Diverse Classroom	3
Total Hours		**11-12**

[1] Elective courses will be HDC courses selected in consultation with the student's academic advisor, and will be courses that do not count toward the core or closure curriculum requirements.

Human Services

Master of Arts
Joint Graduate Degree – HMS/MPH
Graduate Certificate – 1

www.uis.edu/humanservices/
Email: hms@uis.edu
Office Phone: (217) 206-6687
Office Location: BRK 332

Professional Development Sequence in Gerontology (blended format)

The Human Services Department offers a 16-hour professional development sequence in gerontology. The sequence is designed for individuals who already have one graduate degree and are working in some capacity with the elderly or who otherwise desire or need basic graduate-level course work in gerontology. Contact the Human Services Program for more information.

Certificate in Alcohol and Substance Abuse (blended format)

The department offers a graduate certificate in Alcohol and Substance Abuse to provide education to individuals who wish to become certified in the substance abuse counseling profession, but who do not wish to complete a formal degree program. On completion of the required 20 semester hours of courses, students may take the Certified Alcohol and Other Drug Abuse Counselor (CADC) exam through the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA).

Online or Blended Curriculum

The Social Service Administration concentration is offered online; the Alcohol and Substance Abuse, Child and Family Studies, and Gerontology concentrations are offered in a blended format.

- Alcoholism and Substance Abuse Concentration (p. 153)
- Child and Family Studies Concentration (p. 153)
- Gerontology Concentration (p. 154)
- Social Services Administration Concentration (p. 154)

Note: All courses are required unless otherwise noted.

The Master's Degree

The M.A. degree in Human Services (HMS) provides advanced professional education for students who have an undergraduate education in human services or who have completed specific prerequisite courses to prepare them for study in the field. It is a multidisciplinary degree that prepares students to become competent as human services professionals for multiple roles and settings.

The degree contains core courses that teach skills and concepts needed by all human services professionals and integrates content

from several academic concentrations to allow students to develop specific expertise. The concentrations are:

1. alcoholism and substance abuse,
2. child and family studies,
3. gerontology, and
4. social services administration.

Students are prepared to practice with competency and confidence within all concentrations. Study in this degree program requires that students examine aspects of their past lives and family experiences in an effort to understand their beliefs, values, and biases. This self-awareness is necessary when working with vulnerable populations.

The degree program teaches students to appreciate contemporary and historic human characteristics, issues, and problems and to plan for the delivery of human services in the future. Courses teach students to design, assess, treat, plan for, advocate for, counsel with, manage, and collaborate with individuals, groups, or agencies needing and using human services.

Accreditation

The Human Services Alcohol and Substance Abuse concentration is accredited by the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA).

Admission Requirements

Students must have a bachelor's degree, preferably with a foundation in the liberal arts with a GPA of 3.0. Prerequisites are a life-span development course and a research methods or statistics course with content consistent with the ones listed in the program requirements section.

For admission, students must submit a completed application, transcripts, two completed recommendation forms from professional or academic sources, and a personal statement detailing their reasons for seeking admission into the program.

Admission to the department is based on academic competence, interest and experience in helping others, and evidence of personal characteristics associated with success when working with people from vulnerable populations.

Application materials are available at the Human Services Department Office and from the UIS Office of Admissions. Admission preference will be given to students who have application materials completed by February 15 for the fall semester and by September 15 for the spring semester.

Advising

The Human Services faculty has a professional and ethical obligation to conduct continual assessment with students so they are aware of limitations that may impede their future success. Moreover, the faculty has an obligation not to admit or to remove from candidacy any student who does not meet these requirements.

Grading Policy

Graduate students must earn a grade of B (3.0) or better in each course (grades of B- or lower will not be accepted).

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Internship

The four-credit hour internship is designed to provide an opportunity for students to integrate knowledge and skills gained in courses into direct practice. The internship consists of intensive work experiences with supervision (100 work hours for each academic hour) in a human services environment (500 hours are required for students in the Alcoholism and Substance Abuse Concentration).

Students with three years of supervised full-time experience in their designated human services field may, with approval of their academic advisor, petition to substitute four hours of regular course work for the internship.

Degree Requirements

A master's degree in Human Services requires 44 hours of graduate-level course work, including 24 hours of core course work, plus 20 hours earned in a concentration selected from one of four options outlined.

Prerequisite Courses *(two courses) or the equivalent*

1. A course in either human behavior in the social environment or a course in life-span developmental psychology, **and**
2. A course in either research methods or a course in statistics.

Core Requirements [1]		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment [2]	0
Total Hours		**24**

1 Offered online each fall and spring semester.

2 0 credit hour/1 billable hour each fall and spring semester until completion.

HMS 580 is available with permission from the HMS department for those students who enrolled in the graduate degree program during the time when the project/thesis were used as the closure options.

Master's Closure

Taken during the last semester of studies, HMS 585 helps students complete their Capstone. It integrates learning from core and concentration courses and further prepares students to use best practices. To receive credit, students must present their Capstone project to a faculty committee, and obtain formal committee approval.

HMS 580 is available **with permission** from the HMS department for those students who enrolled in the graduate degree program during the time when the project/thesis were the closure options.

Online or Blended Curriculum

The Social Service Administration concentration is offered online; the Alcohol and Substance Abuse, Child and Family Studies, and Gerontology concentrations are offered in a blended format.

Joint Degree Option – Human Services/ Public Health (HMS/MPH)

The UIS Departments of Public Health and Human Services have an articulation agreement that allows interested students to obtain a joint master's degree in Public Health and Human Services (MPH/HMS). Although many courses are offered online, the MPH/HMS joint degree is classified as an on campus joint degree. The HMS/MPH joint degree is a sixty-eight (68) credit hour master's degree option that requires students to take thirty two credit hours from both departments, plus a four hour internship from one of the departments. Students take core classes from both HMS and MPH, as well as elective courses. Closure exercises from both departments are required. Students must apply to both graduate departments to be eligible for the joint degree. All prerequisites from each department apply. Interested students must meet with an academic advisor prior to enrolling.

Degree Requirements

Core Requirements		
HMS Core Courses		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
MPH Core Courses		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
Internship Requirement		
HMS 550	Internship	4
or MPH 581	Internship	
Elective Courses		
HMS Electives		
Select three courses from one of the following concentrations:		12
Alcohol and Substance Abuse (blended curriculum)		
HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 527	Assessment and Treatment of Substance Abuse	
HMS 528	Dual Diagnosis and Relapse Prevention	
Child and Family Studies (blended curriculum)		
HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 533	Child Abuse And Neglect	
HMS 537	Treating Children from Diverse Populations	
HMS 567	Family Dynamics and Intervention	
Gerontology (blended curriculum)		
HMS 508	Psychology Of Aging	
HMS 529	Perspectives on Aging	
HMS 538	Social Services Administration	
HMS 563	Sociology of Death, Dying, and Bereavement	
HMS 582	Aging And The Human Services	
HMS 588	Grant Writing in Human Services	
Social Service Administration (online curriculum)		
HMS 514	Staff Development and Supervision	
HMS 538	Social Services Administration	
HMS 584	Introduction to Nonprofit Management	
HMS 588	Grant Writing in Human Services	
BUS 541	Organizational Behavior	
PAD 502	Organization Dynamics	
PAD 543	Marketing for Public and Nonprofit Organizations	
PAD 544	Fund Raising for Public and Nonprofit Organizations	
MPH Electives		
Select two 500-level MPH courses [1]		8
Closure Requirement		
HMS Closure		
HMS 585	HMS Capstone	4
MPH Closure [2]		0
Total Hours		**68**

1. In consultation with and approval by the academic advisor. The student's career path should be considered for the best selection of these electives.
2. Students complete the MPH comprehensive examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

Graduate Certificate in Alcohol and Substance Abuse

This certificate is available on-campus.

Contact Information:
Phone: (217) 206-6687
Email: hms@uis.edu
Website: www.uis.edu/humanservices/

The Human Services Department offers a Graduate Certificate in Alcohol and Substance Abuse to provide education to individuals who wish to become certified in the substance abuse counseling profession, but who do not wish to complete a formal degree program. On completion of the required 20 semester hours of courses, students may take the Certified Alcohol and Other Drug Abuse Counselor (CADC) exam through the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA). Students seeking admission to this certificate must have a two-year history of sobriety.

Students must earn a grade of B (3.0) or better in each course (grades of B- or lower will not be accepted).

Required Courses [1]		
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 525	Alcoholism and Substance Abuse	4
HMS 527	Assessment and Treatment of Substance Abuse	4
HMS 528	Dual Diagnosis and Relapse Prevention	4
HMS 550	Internship (500 hours)	4
Total Hours		**20**

1 Prerequisite course for this certificate program is a lifespan or human development course.

Alcoholism and Substance Abuse Concentration

This concentration is available in a blended format.

The Illinois Alcohol and Other Drug Abuse Professional Certification Association, Inc., has accredited the alcohol and substance abuse concentration in the M.A. in Human Services. Students who successfully complete this concentration may be eligible to take the certifying examination for IAO-DAPCA. Students seeking admission to this concentration must have a two-year history of sobriety.

Core Requirements [1]		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment [2]	0
Concentration Requirements		
HMS 521	Advanced Interviewing and Intervention	4
HMS 525	Alcoholism and Substance Abuse	4
HMS 527	Assessment and Treatment of Substance Abuse	4
HMS 528	Dual Diagnosis and Relapse Prevention	4
Any 500-level course in Human Services		4
Total Hours		**44**

1 Offered online each fall and spring semester.

2 0 credit hour/1 billable hour each fall and spring semester until completion.

Child and Family Studies Concentration

This concentration is available in a blended format.

Core Requirements [1]		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment [2]	0
Concentration Requirements		
HMS 521	Advanced Interviewing and Intervention	4
HMS 525	Alcoholism and Substance Abuse	4
HMS 533	Child Abuse And Neglect	4
HMS 537	Treating Children from Diverse Populations	4
HMS 567	Family Dynamics and Intervention	4
Total Hours		**44**

1 Offered on line each fall and spring semester.

2 0 credit hour/1 billable hour each fall and spring semester until completion.

Gerontology Concentration

This concentration is available in a blended format.

Core Requirements [1]		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment [2]	0
HMS 508	Psychology Of Aging	4
HMS 529	Perspectives on Aging	4
HMS 563	Sociology of Death, Dying, and Bereavement	4
HMS 582	Aging And The Human Services	4
HMS 538	Social Services Administration (or an alternate course approved by the student's academic advisor)	4
or HMS 588	Grant Writing in Human Services	
Total Hours		**44**

1. Offered online each fall and spring semester.
2. 0 credit hour/1 billable hour each fall and spring semester until completion.

The Human Services Program also offers a 16-hour professional development sequence in gerontology consisting of the following courses:

HMS 508	Psychology Of Aging	4
HMS 529	Perspectives on Aging	4
HMS 563	Sociology of Death, Dying, and Bereavement	4
HMS 582	Aging And The Human Services	4
Total Hours		**16**

Social Services Administration Concentration

This concentration is available in an online format.

Core Requirements [1]		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment [2]	0
Concentration Requirements		
HMS 514	Staff Development and Supervision	4
HMS 538	Social Services Administration	4
HMS 584	Introduction to Nonprofit Management	4
HMS 588	Grant Writing in Human Services	4
Elective [3]		4
Total Hours		**44**

1. Offered online each fall and spring semester.
2. 0 credit hour/1 billable hour each fall and spring semester until completion.
3. Students must receive approval from their academic advisor for this elective course.

College of Liberal Arts and Sciences

www.uis.edu/clas/
Office Phone: (217) 206-6512
Email: clas@uis.edu
Office Location: UHB 3000

James Ermatinger, Dean

The College of Liberal Arts and Sciences contains 20 disciplines, representing many of the fundamental building blocks of human knowledge. These disciplines are traditionally clustered into the Arts, Humanities, Social Sciences, Mathematics and Computer Science, and the Natural Sciences. These are configured into 14 undergraduate majors, 19 minors, 3 thematic areas of study, 6 graduate degrees, and 4 graduate certificates.

What binds all of these varied ways of knowing together is the common intellectual skills they stress - the ability to think deeply and systematically about significant questions, to communicate well, and to reach well-researched and sustainable conclusions. The liberal arts and sciences also hold this central academic value: freeing the human mind from prejudice and parochialism through reasoned discourse. The college contributes many of the courses in the UIS general education curriculum. This curriculum offers many opportunities for personal enrichment and exploration, and contains as its organizing principle the concept of engaged citizenship, from local to global. Over one-third of the faculty have significant international experience and bring these perspectives to the classroom. College faculty are dedicated teacher-scholars. Teaching is a central concern and many have been recognized for their excellence in the classroom. Faculty have also produced many books and articles as well as exhibits and performances. They also are involved in mentoring both undergraduate and graduate students in research projects. The college offers some exceptional classroom, studio, laboratory, and field facilities. These include new state-of-the-art classrooms and computer labs in University Hall, two astronomy observatories, a biology field station on the Illinois River at Emiquon, and access to science lab equipment, such as a DNA sequencer, that is unusual in an undergraduate education.

In addition to its newest initiative in providing a first-class education to traditional-aged students, the college is proud of its long and innovative record in providing educational access for more mature students. In 1974, faculty were founding members of the Council for Adult and Experiential Learning. The Liberal Studies Department gives students the opportunity to design their own degrees. Through Prior Learning Assessment, students can gain credit for college-level reasoning acquired through life experiences. The Prior Learning Assessment and the Service Learning programs are national pioneers in linking the theoretical insights gained in the classroom with the world of work and service through internships (some of them paid) with businesses, state agencies, and community organizations. Our nationally-recognized online degrees, taught primarily by our regular professors, provide college access to time-and place-bound students, using the most modern technologies to continue our historical mission.

The college also supports co-curricular activities such as the Visual Arts Gallery, music and theater programming, the Verbal Arts Festival, field trips, and a variety of department-based student clubs and academic honor societies. The Learning Hub offers freshmen supplemental instruction in mathematics, English, biology, and chemistry and academic assistance to all students in many subjects through one-to-one tutoring, workshops, presentations, and online tutoring. The Learning Hub holds its sessions one-to-one, in the classroom, and online through advanced computer technology.

Biology

www.uis.edu/biology/
Email: bio@uis.edu
Office Phone: (217) 206-6630
Office Location: HSB 223

Master of Science

Bachelor of Science (p. 57)
Pre-Medical Concentration (p. 58)
The Science of the Environment Concentration (p. 59)

Undergraduate Minor (p. 57)

- Environmental Emphasis (p. 157)
- Human Health Emphasis (p. 158)

The Master's Degree

The Biology MS curriculum is designed to prepare students for entry into various biological professions or for continuing on into Ph.D. or professional programs. Graduates can pursue careers as lab technicians, researchers, environmental consultants, environmental educators, allied health professionals, or high school or university biology instructors.

Admission Requirements

Applicants are expected to have completed an undergraduate degree in Biology or a closely related field with a minimum of 30 credit hours in science course work with at least 20 credit hours of upper division Biology courses. Other science majors will be considered on a case-by-case basis. Grades in science courses should be C or better (grades of C- or lower will not be accepted towards the credit hour minimum).

Applicants are also expected to:

1. have earned a cumulative GPA of 3.0 on a 4.0 scale;
2. submit a letter that discusses academic and career goals including how their goals fit with departmental specialties; and
3. submit two letters of recommendation to the Biology Department.

In general students accepted to the program will be allowed to pursue either a general degree or they can focus their studies in Molecular/Cellular or Ecology/Evolutionary course work. Conditional admission may be granted to students who have deficiencies in their academic backgrounds.

Conditionally admitted students must complete their course deficiencies within one year if they are full-time students, or two years if they are part-time students. *(Please note that students who are using any type of financial assistance funding including student loans, graduate assistantships or internships, etc. have only **one** year to complete course deficiencies regardless of enrollment level if they wish to retain eligibility for financial assistance.)* To be considered into full admittance, conditionally admitted students must earn at least a

B in each of their course deficiencies (grades of B- or lower are not acceptable). Failure to complete the prerequisites within the required time frame, or with a grade of at least a B, will result in dismissal from the graduate program.

Accepted students will be assigned to an initial academic advisor who may change as a research focus (thesis) or area of emphasis (non-thesis) is decided. Students interested in the thesis option must send an application to the faculty with whom they want to do research; applications should be submitted no later than the second week of the student's second semester at UIS. In the case of non-thesis students a faculty member, with expertise in the area of emphasis, must be identified to serve as the non-thesis advisor. Before the completion of the second semester of course work, each thesis and non-thesis student must develop a proposal and convene an advisory committee with the assistance of his/her faculty advisor. Thesis and non-thesis track students are required to defend their proposals by the end of the second semester in the program (proposals are developed in BIO 503. Moreover, students in the thesis track will have one year to show progress on their thesis following their proposal defenses, otherwise they will be moved to the exam option. At the end of their first year, all graduate students will have an annual review with their advisor to assess their progress toward the master's degree. Unsatisfactory progress may result in dismissal from the program.

Grade Policy

A maximum of eight credit hours of C (2.0) grades are applicable to the degree, provided they are balanced by eight hours of A grades. However, C (2.0) grades will **not** be accepted for required courses, and C (2.0) grades taken in department-approved elective courses must be balanced by A grades in department-approved courses only. Master's candidates are expected to maintain a B (i.e., a minimum cumulative GPA of 3.0) average, and those students who fall below that level may lose their candidacy.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Course Sequence

BIO 502 is taken during the first fall semester of graduate work followed by BIO 503 the second semester (spring). BIO 402 should be completed in the same semester that the thesis proposal is approved (thesis option only). The thesis or examination committee should be formed before the end of the second semester. For students selecting the non-thesis option, BIO 583 should be taken the final semester when all other course work has been completed and the student plans on taking the Comprehensive Examination.

Annual Review

At the end of each academic year, graduate students are required to undergo an annual review of their status in the program. At this review they meet with their academic advisor and discuss progress and timeline for completion of degree. Results of the review are placed in the student's file and communicated to the graduate committee and student.

Master's Closure

Thesis option

For students selecting the thesis option, the closure activity is an oral presentation - open to faculty, students, and guests - of the written master's thesis. Each thesis begins with a proposal approved by the student's master's committee, who will determine if the thesis meets the standards of the profession. Students must enroll for eight hours of credit for BIO 585 Master's Thesis. The total number of hours may be accrued in increments of two hours for the thesis. Campus policy requires that students be enrolled in at least one semester hour of closure exercise credit for each semester after they have begun their graduate closure exercises until the thesis is completed. This means that if the thesis is not completed by the time eight hours in BIO 585 are accrued in continuing enrollment, the student must enroll in BIO 586 (zero credit hours, one billable hour) each regular semester (fall and spring) until the thesis is complete. Additional information and procedures for completing the master's closure exercise are available in the Biology Graduate Student Handbook in the department office.

Non-thesis option

The closure activity for this option is a comprehensive examination that will cover the course work the student has completed in fulfillment of the master's degree. Students who select this option must enroll in BIO 583 Closure Exam Preparation either during or following the semester when they complete the remainder of their course work. The examination consists of both a written and an oral section, which are administered at the end of the semester. An examination committee will conduct the oral examination, and will consist of two faculty members from the Biology Department, and a faculty member outside the department appointed by the Dean. The examination will be offered twice a year in the last week of the spring and fall semesters. A summer exam may be implemented if there is sufficient demand. To pass this comprehensive examination, the student will need to obtain a grade of B (3.0) or higher on both the written and the oral exams (grades of B- or lower will not be accepted). In the event that a student fails his/her first comprehensive examination, s/he will be given a second, final opportunity to pass this exam. Campus policy requires that students be enrolled in at least one semester hour of closure exercise credit for each semester after they have begun their graduate closure exercises until the degree is completed. This means that if the exam is not passed with the completion of 4 credit hours of BIO 583, the student must enroll in BIO 584 (zero credit hours, one billable hour) each regular semester (fall and spring) until the exam is passed.

Environmental Emphasis

Degree Requirements

Core Requirements		
BIO 402	Biometrics (Spring Year 1)	4
BIO 502	Biological Research and Policy I (Fall year 1)	2
BIO 503	Biological Research and Policy II (Spring Year 1)	2
BIO 551	Advanced Cell Biology and Molecular Biology (Fall)	4
BIO 571	Advanced Ecology and Evolution (Spring)	4
Closure Option		
Select one of the following options:		20
Thesis Option		
BIO 585	Master's Thesis	
Biology approved electives [1,2]		
Non-Thesis Option		
BIO 583	Closure Exam Preparation	
Biology approved electives [1,2]		
Total Hours		**36**

1. Approved electives can be taken across any of the courses listed in the Molecular and Cellular or Ecology and Evolutionary categories; however, a minimum of 8 credits need to be taken in BIO prefix electives. Electives are grouped based on area of emphasis for students wishing to specialize their course work in certain areas. BIO 585 credits cannot be used as electives in the non-thesis option. Electives other than those listed in the categories may be approved only by written permission of the academic advisor and program chair prior to enrollment.
2. Select electives from the Ecology and Evolutionary category listed below.

Ecology and Evolutionary Elective Options

BIO 410	Topics in Biology	1-4
BIO 444	Aquatic Ecology	4
BIO 445	Biology Of Water Pollution	4
BIO 446	Restoration Ecology	4
BIO 447	Global Change Ecology	4
BIO 462	Conservation Biology	4
BIO 479	Evolution	4
BIO 510	Topics In Biology	1-4
BIO 561	Advanced Microbiology	4
CHE 421	Instrumental Analysis	4
CHE 431	Environmental Chemistry	4
ENS 404	Fundamentals of Geographic Information Systems	4
ENS 405	Fundamentals of Remote Sensing	4
ENS 463	Our Changing Climate	3,4
ENS 468	Environmental Geology	4
ENS 542	Ecosystem Management	4
MPH 449	Environmental Toxicology	3,4

Progressing Through the Degree

Course Offering Schedule

These courses are only offered once a year as follows:

Fall		
BIO 502	Biological Research and Policy I	2
BIO 551	Advanced Cell Biology and Molecular Biology	4
Spring		
BIO 402	Biometrics	4
BIO 503	Biological Research and Policy II	2
BIO 571	Advanced Ecology and Evolution	4

Human Health Emphasis

Degree Requirements

Core Requirements		
BIO 402	Biometrics (Spring Year 1)	4
BIO 502	Biological Research and Policy I (Fall year 1)	2
BIO 503	Biological Research and Policy II (Spring Year 1)	2
BIO 551	Advanced Cell Biology and Molecular Biology (Fall)	4
BIO 571	Advanced Ecology and Evolution (Spring)	4
Closure Option		
Select one of the following options:		20
Thesis Option		
BIO 585	Master's Thesis	
Biology approved electives [1,2]		
Non-Thesis Option		
BIO 583	Closure Exam Preparation	
Biology approved electives [1,2]		
Total Hours		**36**

1. Approved electives can be taken across any of the courses listed in the Molecular and Cellular or Ecology and Evolutionary categories; however, a minimum of 8 credits need to be taken in BIO prefix electives. Electives are grouped based on area of emphasis for students wishing to specialize their course work in certain areas. BIO 585 credits cannot be used as electives in the non-thesis option. Electives other than those listed in the categories may be approved only by written permission of the academic advisor and program chair prior to enrollment.
2. Select electives from the Molecular and Cellular category listed below.

Approved Elective Options

Molecular and Cellular Elective Options (Human Health Emphasis)

BIO 410	Topics in Biology	1-4
BIO 428	Human Disease	4
BIO 429	Human Anatomy and Physiology I	4
BIO 431	Human Anatomy and Physiology II	4
BIO/CLS 448	Introduction to Immunology	3
BIO 479	Evolution	4
BIO 510	Topics In Biology	1-4
BIO 561	Advanced Microbiology	4
CHE 415	Biochemistry I [1]	3,4
CHE 416	Biochemistry II	3,4
CHE 421	Instrumental Analysis	4
CLS 447	Medical Mycology, Parasitology and Virology	4
MPH 511	Foundations Of Epidemiology	4

1. Only 1 course can count towards degree from CHE 415/CHE 433.

Progressing Through the Degree

Course Offering Schedule

These courses are only offered once a year as follows:

Fall		
BIO 502	Biological Research and Policy I	2
BIO 551	Advanced Cell Biology and Molecular Biology	4
Spring		
BIO 402	Biometrics	4
BIO 503	Biological Research and Policy II	2
BIO 571	Advanced Ecology and Evolution	4

Communication

Master of Arts
Bachelor of Arts (p. 66)
Undergraduate Minor (p. 68)

www.uis.edu/communication/
Email: com@uis.edu
Office Phone: (217) 206-6790
Office Location: UHB 3010

The Master's Degree

The graduate program in Communication has two main objectives:

1. to guide students in an intensive exploration of the structure and function of communication, and
2. to educate students in the methods and theory of communication inquiry.

Although 400-level courses are open to both B.A and M.A. candidates, graduate students enrolled in 400-level courses should expect more stringent grading standards and/or more assignments (and perhaps differently structured assignments) than undergraduates enrolled in the same courses.

Admission Requirements

For admission to the M.A. degree, the student must: have a bachelor's degree or equivalent; have two letters of recommendation, including one from an academic source, sent to the Communication department; submit a one- to two-page personal statement of purpose to the Communication department; and pass the department's graduate admission writing examination. The department reserves the right to require additional course work where deficiencies are indicated. A student must have a cumulative undergraduate GPA of 3.0 or greater (on a 4.0 scale) for regular admission to the degree. Students with cumulative GPAs slightly below 3.0 may file a Student Petition Form with the Communication department for possible conditional admission and should contact the department for details. Students who are required to take the Test of English as a Foreign Language (TOEFL) examination must achieve a score of 580 or above on the paper test or the equivalent on the computer-based test to be admitted. The Communication department strongly recommends graduate students begin their studies in the fall semester. Applications for the fall semester must be received by March 1 of the previous spring for full consideration. Graduate students may be admitted on a limited basis for the spring semester; the deadline for spring applications is October 1 of the previous fall term.

Advising

It is recommended each new graduate student should consult with a faculty advisor before initial registration. Academic advisors work with students to develop a tentative plan of study based on department requirements and on the students' personal interests.

Grading Policy

No grade below B- in a Communication course may be applied toward the degree, and students who do not maintain a cumulative 3.0 GPA will be placed on academic probation. Communication courses to be counted toward the degree requirements may not be taken on a CR/NC basis except for COM 501.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Degree Requirements

Required Courses

Students must complete department-required courses (COM 501, COM 504, and COM 506) at UIS to graduate. No waivers or substitutions are accepted. Courses with a 300 course prefix number that advisors require of graduate students as prerequisites must be passed with a minimum grade of B (grades of B- or lower will not be accepted). Hours earned as prerequisites may not be counted toward the graduate degree.

All Communication M.A. candidates are required to complete at least 36 hours of graduate study in communication, including at least three 500-level graduate seminars. Graduate seminars are numbered 514 through 580.

No more than eight semester hours of graduate-level courses may be taken before taking COM 504, which is offered only in the fall semester. A student may not register for COM 501 until (s)he has registered for COM 506. COM 506 is offered only in the spring semester.

Core Requirements

COM 504	Introduction to Graduate Study in Communication	4
COM 506	Research Methods in Communication	4
500-level graduate seminars in Communication		12
Graduate-level COM courses (400- or 500-level)		12
Elective (400- or 500-level) [1]		4
COM 501	Closure Experience (minimum)	4
Total Hours		**40**

[1] If an elective is outside of Communication, it must be approved by student petition with the Communication Department.

Additional courses may be required by the advisor, with department approval, in order to meet deficiencies. COM 599 credit may not be used to satisfy the 500-level seminar requirement.

Important Course Information

Course Repetition: COM 570 and COM 580 may be taken for credit more than once provided the course topic is different each time. No more than six semester hours of credit for COM 499 and COM 599 (tutorials) will be accepted for the degree. All other Communication courses may be repeated for grade improvement only once.

Course Offerings: Cross-listed courses may be accepted for the major. Students should be careful to register for the course with the appropriate department prefix (COM) to ensure that credit is received. Other courses may be accepted toward the major only through student petition with the Communication Department.

Master's Closure

In accordance with campus requirements, all graduate students must complete a closure experience (COM 501) consisting of one of the

following: a thesis, a project, or comprehensive exams. The proposed thesis or project must be approved by a faculty committee before it is started. Students must have completed a minimum of 32 (preferably 36) credit hours to be eligible for comprehensive exams. Students write comprehensive exams over five areas during a two-day period. Comprehensive exams will be offered once every semester at a regularly scheduled time. More specific guidelines on any of the three options listed above are available from the Communication Department or from COM faculty.

Students must enroll for a total of four hours credit in the closure experience; however, they may accrue the total in increments. Campus policy requires that students be enrolled in at least one semester hour of closure experience for each fall and spring semester after they have begun their graduate closure exercise until that exercise is completed. For Communication students, this means that if the closure experience (thesis/project/comprehensive exams) has not been completed by the end of four continuous credit hours of enrollment in COM 501, students must register for COM 502 (zero credit hours, one billable hour) each regular semester (excluding summer terms) until the closure experience is completed.

Computer Science

Master of Science
Graduate Certificates – 2
Bachelor of Science in Computer Science (p. 69)
Undergraduate Minor (p. 70)

csc.uis.edu/
Email: csc@uis.edu
Office Phone: (217) 206-6770
Office Location: UHB 3100

The Master's Degree

The M.S. degree in Computer Science is offered in an on-campus and an online format. The online Computer Science graduate curriculum has the same requirements as the on-campus curriculum, allowing students to actively participate in dynamic, diverse, and interactive online learning communities and to complete their degrees on their own time via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased interaction with educational resources, advisors, and materials. Applicants to the online M.S. degree are accepted each fall semester. The Computer Science Department may, at its own discretion, accept new students in other semesters, and may consider accepting students under conditional admission, thereby allowing students whose baccalaureate degrees are in disciplines other than Computer Science to complete program entrance requirements during spring and fall terms.

Admission Requirements

The Graduate Record Examination (GRE) is no longer required. Applicants must submit a complete set of official, undergraduate transcripts signifying graduation from an accredited university. Each official transcript must be received by the UIS Office of Admissions in an envelope sealed by the issuing institution. For full admission, a minimum undergraduate grade-point average of 2.70 on a 4.0 scale is required. Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency. Applicants must fulfill all entrance requirements prior to full admission. Applicants who do not meet all entrance requirements may be granted conditional admission; however, the department prefers that the Java programming and mathematics requirements are already met. Grades of B- or better must be earned in all courses taken while on conditional admission. Full admission is required before students can continue beyond their initial 12 hours of master's level courses in the CSC curriculum. Some entrance requirements may be waived for students who can provide evidence of advanced career experience.

Advising

On acceptance, students are assigned a member of the Computer Science faculty to serve as their academic advisor. Before registering for the first time, the student should discuss an appropriate course of study with the academic advisor.

Grading Policy

Students must earn a grade of B- or better in all courses that apply toward the degree, and a cumulative 3.0 grade point average is required to graduate. In addition, graduate students who do not maintain a 3.0 grade point average will be placed on academic probation according to campus policy. Graduate students enrolled in 400-level courses should expect more stringent grading standards and/or additional assignments. Courses taken on a CR/NC basis will not count toward the degree.

Transfer Courses

Transfer hours for the Computer Science MS are limited to a minimum and maximum of 4 graduate semester hours with a grade of B or better. They will evaluated on a case-by-case basis and approved by Student Petition. Transferred hours will be counted in the 12 hours of 400 and above electives. Transfer students will be required to take a minimum of 16 hours of 500 level elective course work at UIS.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Degree Requirements

Prerequisite Courses

Applicants are expected to have completed a program of study similar to that required for a bachelor's degree in Computer Science. Candidates who lack proper undergraduate background or who do not have an undergraduate minimum grade point average of 2.70 may be conditionally admitted to the program and must demonstrate competency by successfully completing specified prerequisite courses. The department prefers that the Java programming and mathematics requirements are already met. Remaining prerequisite courses may be taken at UIS or equivalent courses may be taken elsewhere. These courses will not count toward the graduate degree and must be completed before admission is granted.

CSC 302	Discrete Structures	4
or MAT 302	Discrete Mathematics	
or MAT 114	Finite Mathematics and Its Applications	
MAT 113	Business Calculus	4
or MAT 115	Calculus I	
MAT 121	Applied Statistics	3
CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3

CSC 376	Computer Organization	4
CSC 385	Data Structures and Algorithms	4
CSC 388	Programming Languages	4
CSC 389	Introduction to Operating Systems	4
Total Hours		**33**

Core Courses

Students must complete 32 hours of approved courses. No more than 12 hours of graduate level course work may be taken before a student is fully admitted to the program. Course work must include:

1. 28 hours of CSC electives approved by the student's academic advisor (at least 16 hours must be at the 500-level; the remaining 12 hours may be taken at the 400 level or higher); and
2. 4 hours of CSC 540 ; and
3. Courses numbered CSC 410, CSC 442 or CSC courses that include "ECCE" in the title may not be counted on the master's.

Master's Closure

Computer Science graduate students must complete a comprehensive closure exercise to demonstrate an ability to formulate, investigate, analyze, and report results on a problem in writing and orally. Computer Science master's degree candidates are expected to fulfill the campus closure requirement by earning a grade of B- or better in CSC 540. Students who have not made satisfactory progress in CSC 540 will be assigned a grade lower than B- and will have to re-register and re-take the course. Students who have made satisfactory progress in CSC 540, but who have not completed the final course documents can petition the department to complete the remaining documents by enrolling in CSC 541 (zero credit hours, one billable hour) each fall and spring semester until the final course documents are completed.

The Master's Degree

The M.S. degree in Computer Science is offered in an on-campus and an online format. The online Computer Science graduate curriculum has the same requirements as the on-campus curriculum, allowing students to actively participate in dynamic, diverse, and interactive online learning communities and to complete their degrees on their own time via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased interaction with educational resources, advisors, and materials. Applicants to the online M.S. degree are accepted each fall semester. The Computer Science Department may, at its own discretion, accept new students in other semesters, and may consider accepting students under conditional admission, thereby allowing students whose baccalaureate degrees are in disciplines other than Computer Science to complete program entrance requirements during spring and fall terms.

Admission Requirements

The Graduate Record Examination (GRE) is no longer required. Applicants must submit a complete set of official, undergraduate transcripts signifying graduation from an accredited university. Each official transcript must be received by the UIS Office of Admissions in an envelope sealed by the issuing institution. For full admission, a minimum undergraduate grade-point average of 2.70 on a 4.0 scale is required. Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency. Applicants must fulfill all entrance requirements prior to full admission. Applicants who do not meet all entrance requirements may be granted conditional admission; however, the department prefers that the Java programming and mathematics requirements are already met. Grades of B- or better must be earned in all courses taken while on conditional admission. Full admission is required before students can continue beyond their initial 12 hours of master's level courses in the CSC curriculum. Some entrance requirements may be waived for students who can provide evidence of advanced career experience.

Advising

On acceptance, students are assigned a member of the Computer Science faculty to serve as their academic advisor. Before registering for the first time, the student should discuss an appropriate course of study with the academic advisor.

Grading Policy

Students must earn a grade of B- or better in all courses that apply toward the degree, and a cumulative 3.0 grade point average is required to graduate. In addition, graduate students who do not maintain a 3.0 grade point average will be placed on academic probation according to campus policy. Graduate students enrolled in 400-level courses should expect more stringent grading standards and/or additional assignments. Courses taken on a CR/NC basis will not count toward the degree.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Degree Requirements

Prerequisite Courses

Applicants are expected to have completed a program of study similar to that required for a bachelor's degree in Computer Science. Candidates who lack proper undergraduate background or who do not have an undergraduate minimum grade point average of 2.70 may be conditionally admitted to the program and must demonstrate competency by successfully completing specified prerequisite courses. The department prefers that the Java programming and mathematics requirements are already met. Remaining prerequisite courses may be taken at UIS or equivalent courses may be taken elsewhere. These courses will not count toward the graduate degree and must be completed before admission is granted.

CSC 302	Discrete Structures	4
or MAT 302	Discrete Mathematics	
or MAT 114	Finite Mathematics and Its Applications	
MAT 113	Business Calculus	4
or MAT 115	Calculus I	
MAT 121	Applied Statistics	3
CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
CSC 376	Computer Organization	4
CSC 385	Data Structures and Algorithms	4
CSC 388	Programming Languages	4
CSC 389	Introduction to Operating Systems	4
Total Hours		**33**

Core Courses

Students must complete 32 hours of approved courses. No more than 12 hours of graduate level course work may be taken before a student is fully admitted to the program. Course work must include:

1. 28 hours of CSC electives approved by the student's academic advisor (at least 16 hours must be at the 500-level); and
2. 4 hours of CSC 540.

Master's Closure

Computer Science graduate students must complete a comprehensive closure exercise to demonstrate an ability to formulate, investigate, analyze, and report results on a problem in writing and orally. Computer Science master's degree candidates are expected to fulfill the campus closure requirement by earning a grade of B- or better in CSC 540. Students who have not made satisfactory progress in CSC 540 will be assigned a grade lower than B- and will have to re-register and re-take the course. Students who have made satisfactory progress in CSC 540, but who have not completed the final course documents can petition the department to complete the remaining documents by enrolling in CSC 541 (zero credit hours, one billable hour) each fall and spring semester until the final course documents are completed.

- Graduate Certificate in Information Assurance (p. 162)
- Graduate Certificate in Security Systems (p. 162)

Graduate Certificates

The Computer Science Department offers a Graduate Certificate in Security Systems and a Graduate Certificate in Information Assurance.

The Computer Science certificates are designed to provide specialized knowledge and skills required for teaching information assurance and systems security at the college level. The curricula focus on developing a cadre of teachers qualified to teach information assurance and systems security classes at community colleges and universities. Certificates are awarded on completion of the course work. Information for each is available from the Computer Science Department.

These certificates are offered only in an online format and are open only to college faculty participating in faculty development courses offered through the Center for Systems Security and Information Assurance (CSSIA), www.cssia.org. (http://www.cssia.org)

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificates will be expected to complete course requirements with a grade of B or better (grades of B- or lower will not be accepted).

Descriptions for courses leading to a certificate are available from the UIS online, dynamic course schedule found on the Records and Registration web site. Candidates for the certificates must choose a set of approved courses in consultation with their academic advisor.

Graduate Certificate in Information Assurance

This certificate is available online.

Required Courses

Students must select 500-level graduate Computer Science Information Assurance classes (a minimum of 12 credit hours). All CSC course work must be approved by the student's academic advisor by student petition.

Graduate Certificate in Security Systems

This certificate is available online.

Required Courses

Students must select 500-level graduate Computer Science Security Systems classes (a minimum of 12 credit hours). All CSC course work must be approved by the student's academic advisor by student petition.

English

www.uis.edu/english/
Email: eng@uis.edu
Office Phone: (217) 206-6779
Office Location: UHB 3050

Master of Arts in English

Graduate Certificate in Teaching English

The English department is committed to our graduate students. Our goal is to help graduate students attain a mastery of analytic and technical skills associated with the humanistic endeavor of producing and analyzing texts in the English language. By choosing one of two primary areas of study, our students engage with the digital humanities and produce interesting, provocative, and useful projects for the public. A master's degree in English will prepare students to engage the issues that truly matter in our culture, as well as for doctoral study in the field of English and for jobs in the digital humanities within and outside of academia. Please click the tabs above to learn more.

Master of Arts in English

This degree is available on-campus.

Contact Information
Phone: (217) 206-6779
Email: eng@uis.edu
Website: www.uis.edu/english/

THE MASTER'S DEGREE

The English Master's degree is a liberal arts degree in English Studies with a focus on digital research, writing, and dissemination of knowledge. Students will concentrate in one of two areas within the degree: Digital Publishing or Digital Pedagogy.

Admission Requirements

A student with a baccalaureate degree in English from an accredited college or university may be accepted into the M.A. program after an examination of his/her application by the English Graduate Admissions Committee (EGAC). If the committee requires further evidence of competency, the student may be admitted on a probationary basis after an interview with the committee and successful completion of additional graduate-level coursework or other stipulated requirements.

An applicant with an undergraduate degree in a field other than English must take additional coursework—generally the equivalent of the English minor at UIS—before matriculation at the graduate level in order to gain the endorsement of at least two full-time faculty members who have taught those completed courses. Those faculty members report their estimates of the student's potential for success in the graduate program. The EGAC then makes a decision regarding matriculation into the English M.A. Program.

All applications for admission into the English M.A. program must include:

- The English Department application form;
- A formal letter of application that indicates the intended concentration;
- Complete transcripts from all colleges and universities attended;
- GRE scores for the general test (verbal, math, and writing);
- If intending to complete the digital publishing concentration, applicants should provide a sample of creative work (approximately 10-15 pages of poetry or prose); if intending to complete the digital pedagogy concentration, applicants should provide a sample of analytic writing (approximately 10-15 pages that illustrates the ability to develop a sustained argument built from primary and secondary sources); and
- Two recommendation letters (completed by someone of the applicant's choice who is familiar with the student's *academic* competencies in the field of English) accompanied by the official department recommendation forms and waivers.

Applicants must also complete the UIS Graduate Admission Application form. This form can be completed online or downloaded from uis.edu/admissions/applyNow.html. The English department will mail all department forms to interested candidates and make decisions about completed files if completed by the application deadline for the semester of requested admission. Deadline for fall admission is April 1. Priority deadline for fall admission is March 1. There will be no spring admission.

Advising

An academic advisor is assigned to assist students in developing appropriate courses of study. All students should consult their academic advisors before enrolling in courses; a plan of study must be completed by the end of the first semester a student is enrolled as a graduate student. Students may choose a different academic advisor at any time.

Grading Policy

Only courses in which students have earned a B- or better are accepted towards the M.A. degree in English.

Degree Requirements

Graduate students taking 400-level courses for graduate credit are required to do extra, more intensive work. Students may petition no more than one course taken at another accredited English graduate program to be counted towards requirements. Students must get pre-approval from the department for a non-UIS concurrent enrollment course to count towards the MA in English.

All graduate students must complete the following core courses:

ENG 460	Themes in Literature	4
[Computing in English Studies]		
ENG 501	Digital Humanities Research	4
ENG 502	Textual Criticism	4

Graduate students concentrating in *Digital Publishing* must complete these additional requirements:

ENG 409	Rhetoric and Composition in Digital Media	4
ENG 570	Advanced Creative Writing [1]	4
ENG 571	Business of Writing	4
ENG 589	Thesis or Creative Writing Project	4
Choose ONE Course from the Following List:		4

ENG 510	Seminar: Major Figures in British Literature 1700-1900	
ENG 540	Seminar: Topics in Literary Study	
ENG 560	Graduate Seminar: Literary Period	
Total Hours		**28**

[1] Students must take one workshop in poetry, one workshop in fiction, and one workshop in drama or creative non-fiction for a total of 12 hours.

Graduate students concentrating in *Digital Pedagogy* must complete these additional requirements:

ENG 550	Seminar: Topics in Teaching Writing	4
ENG 551	Teaching Literature	4
ENG 552	Sociolinguistics and English Studies	4
ENG 553	Teaching Practicum	2
ENG 554	Teaching Technologies in English Studies	4
ENG 589	Thesis or Creative Writing Project	4
Choose TWO Courses from the Following List:		8
ENG 510	Seminar: Major Figures in British Literature 1700-1900	
ENG 540	Seminar: Topics in Literary Study	
ENG 560	Graduate Seminar: Literary Period	
Total Hours		**30**

Tutorial (Independent Study) Credits

Graduate students are limited to 4 tutorial hours. A student may take a tutorial only if a course she/he needs to graduate is not being offered within a two-year time period from when a full-time student first enrolled in courses. The tutorial credits may be taken online or on-campus. Part-time students may anticipate more difficulty accommodating their schedules.

Master's Closure

The master's degree program in English offers graduate students three closure options: the traditional thesis, a critical project, or a creative project. At closure, students must enroll in ENG 589 Thesis or Project (1 to 4 hours). This course may be repeated for a maximum of four credit hours. After initial registration in ENG 589, students must maintain enrollment until all four hours of closure credit have been accumulated. If the thesis or project is not completed by the time four hours of ENG 589 are accrued in continuing enrollment, students must register for ENG 590 (zero credit hours, one billable hour) in all subsequent fall and spring semesters until the thesis or project is complete.

Graduate Certificate in Teaching English

This certificate is available on-campus.

Contact Information
Phone: (217) 206-6779
Email: eng@uis.edu
Website: www.uis.edu/english/

This certificate is designed to provide specialized knowledge and skills concerning the teaching of English Studies in secondary institutions and at the college level. The curriculum is designed to provide both theoretical and applied knowledge of three specific content areas of English Studies vital to classroom instruction and curricular development: Composition, Literature, and Language. Upon completion of the four required courses and a practicum, students will receive a certificate. Because the certificate requires classroom teaching experience, it is offered on-ground. The certificate may be taken without pursuing a master's degree, or it may be incorporated into the M. A. in English.

Please note: this certificate does not provide teaching certification, endorsement, or licensure for any state board of education. However, the course of study may be particularly valuable for teachers who are already certified or licensed, e.g., for those who want to teach dual-credit courses at the high school level, and/or those who plan to teach English at the lower-division / community college level.

Entrance and Course Requirements

Eligibility

An applicant should hold a B.A. in English, but any baccalaureate degree holder can apply. Prerequisite courses (usually equivalent to our minor) would likely be necessary for an applicant who does not have a B.A. or B.S. in English. Students must meet UIS requirements for admission to graduate study.

Admissions process

If not already admitted to the M.A. degree, applicants should apply to UIS and to the department. Applicants must submit two recommendations, an analytic writing sample of 2,500-3,500 words, and a statement of purpose for applying for the certificate program. The application portfolio will be assessed by the English Graduate Admissions Committee. As a student approaches the end of the certificate requirements, s/he may choose to apply to the M.A. program. In that case, s/he would need to reactivate her/his initial application by writing a letter of intent, submitting GRE scores, and updating other materials if desired. At that point, the file is reevaluated by the EGAC.

Required Courses

Candidates for the certificate will be expected to complete course requirements with a grade of C+ or better; however the cumulative grade point average earned must be at least 3.0 for the certificate to be awarded. Descriptions for the following courses required for the certificate are available from the UIS online catalog.

ENG 501	Digital Humanities Research	4
ENG 550	Seminar: Topics in Teaching Writing	4
ENG 551	Teaching Literature	4
ENG 552	Sociolinguistics and English Studies	4
ENG 553	Teaching Practicum	2
Total Hours		**18**

History

Master of Arts
Bachelor of Arts (p. 79)
Undergraduate Minor (p. 82)

www.uis.edu/history/
Email: his@uis.edu or hisonline@uis.edu
Office Phone: (217) 206-6779
Office Location: UHB 3050

- American History Concentration (p. 166)
- European and World History Concentration (p. 167)
- Public History Concentration (p. 167)

The Master's Degree

The M.A. in History emphasizes the development of analytical research skills necessary for studying the past. The curriculum focuses on the comprehension and appraisal of historiographical perspectives and debates, the methodologies and practices of research in primary sources, and the development of skills necessary for the interpretation of the past for a public audience. The program offers a choice among three areas of concentration: American History, European and World History, and Public History. The curriculum is designed to serve students with a variety of goals, including those interested in teaching; those pursuing careers with business, labor, or community organizations; those seeking employment in historical agencies, museums, historical societies, or archives; those desiring the intellectual stimulation of a challenging discipline; and those interested in continuing advanced education.

Admission Requirements

Students holding a bachelor's degree in history or a related academic field are especially encouraged to apply for admission to the History Department's master's degree program. Applicants for admission into the master's degree program in history should have a baccalaureate degree with an undergraduate major in history. However, applicants who majored in disciplines that are closely related to history (such as English, political science, sociology, archaeology, anthropology) and who meet the GPA and other requirements, may be fully admitted to the graduate program if they have sufficient course work in history. Students lacking a firm background in history who otherwise meet program criteria can be admitted on a conditional basis and may be required to take additional course work before they are fully admitted.

Applicants must have earned a minimum cumulative GPA of 3.0 and a minimum 3.0 GPA in history. Applicants must submit a sample of their writing and include a statement of purpose (not to exceed 500 words) to be considered for full admission into the program. Applicants who have earned a cumulative GPA and/or a GPA in their major of 2.50 to 2.99, and who submit all required materials for program review, may be considered for conditional admission. In this case, applicants may be required to take additional course work, or to take specified graduate courses, depending on each applicant's situation.

Advising

During the first semester of study, each student is assigned an initial academic advisor who assists in defining career goals, selecting courses, and developing an education plan. However, students are free to change advisors and are encouraged to select thesis and project advisors who most closely fit their interests and with whom they can work most effectively. Students are strongly encouraged to consult with their advisor regularly, especially before enrolling for their first and last semesters. Questions about advising may be directed to the Department by email (his@uis.edu) or by phone at (217) 206-6779.

Grading Policy

Students must earn a grade of B or better in all courses counting toward the master's degree. History graduate students may repeat program courses for grade improvement only once. Students may also repeat a thesis or project defense only once.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Graduate Credit for 400-Level Courses

Graduate students in the American and the European and World History concentrations may use no more than 12 hours of 400-level course work towards their degrees. Students in the Public History concentration may use no more than 4 hours of 400-level course work towards their degrees.

Graduate students enrolled in 400-level courses are expected to perform at a higher level than undergraduates and to complete extra work as defined by the instructor. Examples of such work include reading and reporting on material in addition to that required of undergraduate students, completing an annotated bibliography in the professional literature of the field, or meeting separately with the instructor to research a specified topic.

If a course has an "ECCE" designation, M.A. students need permission from the instructor to register and are encouraged to consult with their academic advisors about the suitability of the course.

Degree Requirements

Core Courses		
HIS 501	Graduate History Colloquium	4
HIS 503	Researching and Writing History	4
HIS 510	Graduate Readings Seminar [1]	4
Select one of the following: [2]		8
HIS 560	Position Essay and Historiography	
HIS 570	Public History Internship and Project	
HIS 580	Thesis	
Total Hours		**20**

1. HIS 510 may be repeated as long as the course topics vary. Master's students are encouraged to take graduate seminars.
2. The closure requirement options available for each concentration are included below in each concentration category. The number of hours required for the closure is included in the core course requirement total, not in the concentration hour totals

Areas of Concentration

To fulfill the requirements for the master's degree, the student must complete the courses listed for one of the three areas of concentration.

Master's Closure

To attain a master's degree, the student must complete a closure exercise appropriate to the chosen area of concentration. Candidates must successfully complete 12 hours of the core requirements (HIS 501, HIS 503, and one HIS 510 seminar) before enrolling in credit hours toward the closure requirement (HIS 560, HIS 570, or HIS 580).

The thesis (HIS 580) is a formal written presentation of historical research based on primary sources. The project (HIS 570) derives from an internship served with an historical agency or other entity. The position paper and historiography (HIS 560) is a thorough written examination and evaluation of the essential secondary sources devoted to a specifically defined topic.

The position paper and historiography is offered in the recognition that primary research facilities in European and world history topics pose difficulty of access. The student is encouraged to master the research and analysis undertaken by professional historians in these areas.

In each case, the student will defend the completed exercise before a committee comprised of at least three faculty members (two from the History Department, one from another academic program). The thesis or project must be successfully defended for the student to receive credit for the closure requirement. Students may repeat a defense only once, at the discretion of the committee.

American History Concentration

The American History concentration stresses research and study of topics pertinent to the origins and development of the United States, the land, its people, and its place in the world. American History concentration requires:

Select one of the following:		4
HIS 502	Public History Colloquium	
HIS 504	American Material Life	
HIS 505	Historic Environmental Preservation	
HIS 506	American Architectural History	
HIS 507	Museum and Society	
HIS 508	Archival Management	
Additional HIS 510		
HIS 511	Museum/Historic Sites Methods	
HIS 515	History and Digital Media	
HIS 520	Oral History Methods	
HIS 525	Policy History	
Select three of the following: [1]		12
HIS 427	African-American History	
HIS 429	ECCE: Civil Rights Movement of the Twentieth Century	
HIS 431	Colonial America	
HIS 432	Revolutionary America	
HIS 433	United States, 1790-1840	
HIS 434	United States, 1840-1890	
HIS 435	United States, 1890-1945	
HIS 436	United States, 1945-Present	
HIS 437	The Sixties	
HIS 438/ENS 418	American Environmental History	
HIS 439	American Agricultural History	
HIS 440	Topics In U.S. History	
HIS 441	The Civil War and Reconstruction	
HIS 442	American Urban History	
HIS 443	American Foreign Relations in the 20th Century	
HIS 444	The American Presidency	
HIS 449	American Westward Expansion	
HIS 450	Major Figures In History	
HIS 452	American Revivalism and Christian Religion	
HIS 453/AAS 403/SWK 462/WGS 403	ECCE: Women of Color and Minority Women	
HIS 454	The History 0f the Family	
HIS 456	ECCE: Rebels and Revolutionaries: Female Activism in the United States	
HIS 484	History of Sexuality in America	
Additional HIS 510		
Elective History Course (European, World, or Public history) [1]		4
HIS 580	Thesis	8
Total Hours		**28**

[1] No more than 12 hours may be at the 400 level.

European and World History Concentration

The European and World concentration enriches students' experiences with in-depth study of the histories of regions and cultures beyond the United States. It provides students with broad comparative contexts for understanding local and global histories, and helps students interpret the past through transnational, intercultural perspectives. The European and World concentration requires:

Select one of the following:		4
HIS 502	Public History Colloquium	
HIS 504	American Material Life	
HIS 505	Historic Environmental Preservation	
HIS 506	American Architectural History	
HIS 507	Museum and Society	
HIS 508	Archival Management	
Additional HIS 510		
HIS 511	Museum/Historic Sites Methods	
HIS 515	History and Digital Media	
HIS 520	Oral History Methods	
HIS 525	Policy History	
Select three of the following: [1]		12
HIS 411	ECCE:Democracy and Democratic Theory	
HIS 412	Alexander the Great	
HIS 414	ECCE: Cleopatra's Egypt	
HIS 416	Rise of Rome	
HIS 417	Caesar to Charlemagne	
HIS 419	Egyptology	
HIS 424	ECCE: Ancient Sport and Spectacle	
HIS 459/ENS 412	World Environmental Thought	
HIS 460	Studies in Latin American History	
HIS 461/PHI 459	Europe in the 18th Century: The Enlightenment	
HIS 462	ECCE: Conflict in 19th Century Europe	
HIS 463	Europe In The 20th Century	
HIS 467	Renaissance and Reformation Europe	
HIS 468	History Of Spain	
HIS 470	Topics in 20th Century World History	
HIS 471	ECCE: The Pacific War: World War II in East Asia	
HIS 472	Imperial Russia	
HIS 473	History of the Soviet Union	
HIS 474	Vietnamese History	
HIS 475	ECCE: Nationalism and Imperialism	
HIS 476	Modern China	
HIS 477	Premodern Japan	
HIS 478	Modern Japan	
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History	
HIS 480	Topics in Pre-Modern World History	
HIS/WGS 481	Women in Chinese and Japanese History	
HIS 482	Samurai in History and Romance	
HIS 483	ECCE: Anime, History, and Memory	
HIS 487	History of Christmas	
HIS 488	Eastern Christianity	
Additional HIS 510		
Elective History Course (American or Public history) [1]		4
HIS 560	Position Essay and Historiography	8
or HIS 580	Thesis	
Total Hours		**28**

[1] No more than 12 hours may be at the 400 level.

NOTE: UIS does not offer foreign language instruction sufficient to qualify students in the European or World History concentration for admission to most Ph.D. programs.

Public History Concentration

The Public History concentration stresses the blending of academic and applied history with intent to broaden public awareness of the value of studying the past. The Public History concentration requires:

HIS 502	Public History Colloquium	4
HIS 515	History and Digital Media	4
Select two of the following:		8
HIS 504	American Material Life	
HIS 505	Historic Environmental Preservation	
HIS 506	American Architectural History	
HIS 507	Museum and Society	
HIS 508	Archival Management	
HIS 511	Museum/Historic Sites Methods	
HIS 520	Oral History Methods	
HIS 525	Policy History	
Elective History Course (American, European, World or Public history)		4
HIS 570	Public History Internship and Project	8
or HIS 580	Thesis	
Total Hours		**28**

Liberal and Integrative Studies

Master of Arts in Liberal and Integrative Studies
Bachelor of Arts in Liberal Studies (p. 85)
Undergraduate Minor in Liberty Studies (p. 92)

www.uis.edu/lnt/
Email: lnt@uis.edu
Office Phone: (217) 206-6962
Office Location: UHB 3038

The Master's Degree

Liberal and Integrative Studies is a graduate degree program built on more than 35 years of experience in individualized learning. The curriculum offers students the opportunity to design a degree consistent with their own educational goals, using available institutional and area resources. The department's major purpose is to serve students whose needs and objectives are best met by combinations of courses or mixes of learning formats not available through established curricula.

The program structure emphasizes the integration of different disciplines using a variety of instructional methods to form a well-rounded and individualized academic experience. In addition to building essential skills and knowledge, the Liberal and Integrative Studies Department assists learners in deepening their understanding of the values, meanings, concerns, choices, and commitments that are fundamental for good citizenship and a flourishing life.

On entering the program, students must take LNT 501 where they design individualized degree proposals and assemble their degree committee. Each degree proposal is an individualized plan that is tailored to fit the particular goals, needs, and interests of the student. All degree proposals must be approved by the student's LNT degree committee. Self-assessment, independent study, multidisciplinary courses/studies, and credit for prior learning assessment are all course options that may be integrated within individual degree proposals. Student degree proposals must be interdisciplinary but may also focus on an area such as human resource development, global education, philosophy, women and gender studies, African-American studies, Liberty Studies, technology, or society and the law.

Admission Requirements

Admission to the graduate program is limited due to the individualized nature of the degree process. In addition to applying to UIS, students are required to complete a separate application packet to the LNT Department that includes:

1. an LNT application form,
2. a personal statement,
3. two letters of reference, and
4. a conversation with an LNT faculty member at the department's discretion..

Deadlines are April 15 for fall semester, and November 15 for spring semester. Admissions are continuous until an incoming class is filled.

If a graduate applicant has a cumulative undergraduate grade point average of less than 2.50, (3.0 for the online degree), full admission to the program requires the completion of eight hours of course work at the graduate level with grades of B or better (grades of B- or lower will not be accepted). The department may stipulate whether these hours must be completed before enrolling in LNT 501. For such students, full admission to the program requires the successful completion of 8 hours of work at the graduate level in addition to the completion of LNT 501. Graduate students may count a maximum of 12 semester hours in courses taken prior to starting the LNT Program.

Advising

Students entering the LNT Program are initially advised by their instructor in LNT 501 and the department chair. After completing LNT 501 the student may request another LNT faculty member affiliated with the LNT Department to serve as his/her LNT advisor. During LNT 501, students will also find two academic committee members from the graduate faculty at UIS and, optionally, outside expert advisors and peer advisors to serve on the LNT Committee. These members of the student's LNT Committee serve as advisors, with the two academic committee members having primary responsibility for advising about academic matters, and the LNT advisor having primary responsibility for advising about process, department and university rules and procedures, and program resources. At any time, the Chair of the LNT Department may also be sought for advice.

Grading Policy

The following courses are offered only on a CR/NC basis: LNT 501 and LNT 521.

Graduate students are expected to maintain a minimum cumulative grade point average of 3.0 (B). University policy stipulates that graduate students with less than a 3.0 GPA will be placed on academic probation for the first semester, and academic suspension for a second consecutive semester. Readmission to the program after suspension is at the department's discretion. At the graduate level, a maximum of eight hours of C grades is applicable to the degree, provided each hour of C is balanced by an hour of A, and only if the C grade is approved by the student's entire degree committee.

Graduate students registering in 400-level courses are expected to perform at a higher level than undergraduates enrolled in the same course. Individual instructors in 400-level courses specify the criteria for awarding graduate-level credit. These criteria may be *qualitative* (higher standards for written work and/or contributions to group discussion) or *quantitative* (additional work or higher test scores).

NOTE: Students also should refer to UIS's policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Credit for Prior Learning

Students with extensive life and work experience may apply for graduate-level credit for these experiences through EXL 501. Students should review the Credit for Prior Learning's website uis.edu/cpl/ for information about the process.

Degree Requirements [1]

Core Requirements		
LNT 501	Graduate Colloquium	4
LNT 521	Liberal & Integrative Studies	3
Independent Studies or Projects		3-12
LNT 580	Individual Field Project [2]	
LNT 599	Independent Study: Tutorial [2]	

Graduate Closure Project - select one		4-8
LNT 550	Master's Project [2]	
LNT 560	Thesis [2]	
Other courses		
At least 12 hours must be at the 500-level		12
Other Degree Plan Hours		16-3
Total Hours		**42**

1. In some instances, the interdisciplinary nature of the student's curriculum will suggest the need for educational experiences that total more than the required minimum number of credits. The final number of credit hours for the degree must be negotiated between the student and the degree committee at the time the degree proposal is approved. In no case, though, can the number of credit hours required be less than 42.
2. There are no classroom meetings for these courses. Students sign independent study contracts with faculty sponsors.

Master's Closure

After initial registration in LNT 550 or LNT 560, students must maintain registration in the closure activity. Students who have not completed their master's project or thesis after registering for the number of project or thesis hours specified in their degree proposal must register for LNT 551 or LNT 561 (zero credit hours, one billable hour) each fall and spring semester until the project or thesis is completed.

Women and Gender Studies

Contact Information:
Phone: (217) 206-6962
Email: wgs@uis.edu
Website: www.uis.edu/womenandgenderstudies/

Women and Gender Studies combines the substance and methodologies of many disciplines as we study women and gender.

Our goal is to introduce students to the basic approaches of this study in a variety of fields so that they will be prepared for the challenges of leadership in the 21st century.

Degree Options

Undergraduate students at UIS may pursue a Women and Gender Studies minor (http://www.uis.edu/womenandgenderstudies/curriculum/minor) through completion of 15 hours of WGS course work. Graduate students may add a graduate certificate (http://www.uis.edu/womenandgenderstudies/curriculum/MAoptions) in Women & Gender Studies through the completion of WGS 501 and 8-12 hours of WGS electives. All students are welcome to take WGS classes as electives.

Students may also pursue a self-designed undergraduate or graduate degree concentrating in Women and Gender Studies. Anyone interested in pursuing one of these degrees should contact the Liberal Studies (http://www.uis.edu/liberalstudies) or Liberal and Integrative Studies (http://www.uis.edu/lnt) (LIS or LNT) programs.

All students pursuing the minor, graduate certificate, or LNT/INO degree should contact a faculty advisor (http://www.uis.edu/womenandgenderstudies/contact) in the WGS department. Women and Gender Studies faculty assist students in planning a course of study, as well as in identifying experiential learning opportunities.

Graduate Certificate in Women and Gender Studies

This certificate is available on-campus.

This certificate is designed to enable students to develop a graduate-level understanding of women and gender. It may be taken without pursuing a master's degree or may be incorporated into a graduate degree.

The certificate will be particularly valuable in preparing students for careers which require expertise on gender. These include the broad areas of law and advocacy, healthcare and medicine, social work, education, counseling, human relations and resources, and government or public service. As the workplace and public life becomes increasingly complex and diverse, both the private and public sector want employees with sensitivity to gender and women's issues such as sexual harassment, flex-time, parental leave, violence against women, pay equity, and equal employment opportunities, to name a few.

Entrance and Course Requirements

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.

In addition, candidates for the WGS certificate must write a goal statement and have an interview with a women's studies faculty member. Students may be conditionally admitted to the certificate program until they pass WGS 501. Women and Gender Studies will assign an academic advisor to help develop a course of study that meets the student's goals. Candidates for the certificate must complete course requirements with a grade of B or better (grades of B- or lower will not be accepted).

Women and Gender Studies and other departments offer a large number of 400-level, cross-listed WGS courses and a small number of 500-level courses.

Required Courses

WGS 501	Feminist Theories II [1]	4
WGS graduate-level electives (400- or 500-level) [1]		8-12
Total Hours		**12-16**

1. The WGS 411 course is a prerequisite for WGS 501. If WGS 411 was completed as part of undergraduate course work, 12 hours of WGS graduate electives are required to complete the certificate. If WGS 411 is taken as part of the graduate certificate, 8 hours of WGS graduate electives are required to complete the certificate.

College of Public Affairs and Administration

www.uis.edu/cpaa/
Office Phone: (217) 206-6523
Email: cpaa@uis.edu
Office Location: PAC 430

J. Mark Wrighton, Dean

The faculty and staff of the College of Public Affairs and Administration serve UIS students through a tradition of excellence and emphasize the interdisciplinary, experiential, and professional natures of education in the public affairs fields. We serve the capital city, the state of Illinois, the nation, and the world instilling in our students a commitment to life-long educational learning, civic engagement, and public service. The faculty members of the College are innovators of the pedagogy and scholarship of public affairs. We are dedicated to excellent teaching, leading-edge scholarship, and public service, all of which further the public discourse, improve governmental processes, and enhance the quality of public policy outcomes.

The College offers educational opportunities for students at all levels, undergraduate through doctoral. We offer both degree and certificate programs in traditional classroom environments and through both fully-online and blended programs.

Environmental Studies

Master of Science in Environmental Science (on-campus and online)
Master of Arts in Environmental Studies
Sustainable Development and Policy Concentration (on-campus and online)
Environmental Planning and Management Concentration (on-campus and online)
Environmental Humanities Concentration

Graduate Certificate
Bachelor of Arts in Environmental Studies (p. 112)
Undergraduate Minor in Environmental Studies (p. 113)

www.uis.edu/ens/
Email: ens@uis.edu
Office Phone: (217) 206-6720
Office Location: PAC 309

Departmental Goals and Objectives

The mission of the Department of Environmental Studies is to provide students with the advanced interdisciplinary training necessary for addressing environmental problems. Graduates of the department are prepared for diverse careers in environmental fields.

The principal emphasis in the M.S. and the M.A. degrees is on professional development. The graduate degrees are designed for those who intend to enter the job market for the first time, as well as for mid-career professionals. Faculty work with each student to create a specialized educational plan (developed before or during the first semester of study). Students should consult advising documents for their chosen degree and concentrations.

- Master of Science in Environmental Sciences (p. 173)
- Master of Arts in Environmental Studies (p. 172)

Admission Requirements

Admission to either the M.S. or M.A. degree program will be considered for students with bachelor's degrees from accredited colleges and universities. Applications are accepted year-round and are evaluated by the ENS Graduate Admissions Committee. Full admission requires, at minimum, a cumulative GPA of 3.0 (on a 4.0 scale), satisfactory completion (B or better, a B- grade or lower will not be accepted) of a 300-level or higher ecology course with lab, and an undergraduate or work background sufficient for advanced course work in environmental studies. Students not meeting the minimum qualifications for full admission will be considered for conditional admission. If conditional admission is recommended, the student must complete satisfactorily (with a grade of B or better, a grade of B- or lower will not count) one or more of the following during his or her first year in the program:

1. a 300- level or higher ecology course with lab (ENS 544 and ENS 546 will meet this requirement for on-campus students. ENS 425 will meet this requirement for online students.);
2. ENS 551; and/or
3. ENS 552.

All applicants must complete a graduate application to the UIS campus and specify consideration for the M.A., M.A. online, M.S., or M.S. online degree, as well as the concentration within the M.A. degree. Complete transcripts should be **sent to the UIS Office of Admissions**. Department admission is determined only after the campus admission application file is complete. Applicants **must also submit to the ENS department** a letter of application stating their academic and professional goals and two letters of recommendation from either professors or employers. Prospective M.S. students must have contacted a research advisor before their application will be considered.

Advising

All new on-ground students must participate in a graduate student orientation before their first semester. New online students must complete a similar orientation online. In conjunction with his or her academic advisor, each student must prepare an educational plan before or during completion of the first semester of study. The educational plan is submitted to the department chair for final approval.

Grading Policy

Students must maintain a cumulative GPA of 3.0 on a scale during their course of study. A maximum of four hours of C (2.0) grades (a grade of C- or lower will not be acceptable) is applicable to an ENS degree, provided each hour of C is balanced by an hour of A (a grade of A- will not be accepted), and an approved Student Petition is on file in the Office of Records and Registration. Failure to maintain an overall graduate grade point average of 3.0 or higher will result in initiation of academic dismissal by the Department of Environmental Studies. Courses that are offered on a letter-grade basis must be taken for a letter grade.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Master's Closure

M.S. and M.A. candidates, with the assistance of their advisors and graduate committees, are required to complete one of the three available closure options. For some ENS students, the culminating experience of graduate-level work is a formal thesis. Other ENS students develop a substantial and carefully-designed graduate project, such as an interpretive plan for a nature center, an exhibit for a museum or visitors' center, a film or multimedia show with supportive materials, or a finished and well-researched draft of environmental legislation or policy. ENS students are required to present and defend their thesis/graduate project proposal and completed thesis/graduate project before the graduate committee. The third closure option is the Capstone Closure course (see below for details).

Students enroll for thesis or graduate project credit hours with the approval of their thesis/graduate project advisor. Students must enroll in a total of four credit hours of closure; however, they may accrue the total in increments. Once students begin taking closure hours, they are required by campus policy to be enrolled in at least one closure hour per regular semester (fall and spring) until the four-credit hour closure requirement is completed. If the closure exercise is not completed by the time four credit hours have been completed, students must register for zero credit hours (one billable hour) of ENS 511, ENS 529, or ENS 557 (as applicable) in all subsequent regular semesters (fall and spring) until the closure exercise is completed.

M.A. candidates also have the option of completing the Capstone Closure course (ENS 550). This course requires instructor permission and prior approval by the faculty of the Internship Plan; the Internship Plan must be approved at least four weeks before the end of the previous semester (excluding summer semesters). Students who fail ENS 550 will receive a grade of No-Credit and will be required to take ENS 550 again within one year. Students who fail ENS 550 twice will not be permitted to complete their ENS graduate degree as the ENS department will seek to have admission to the ENS graduate degree program revoked. Students receiving credit for ENS 550 during the second attempt will have the previous grade of No-Credit for ENS 550 changed to an R for repeat. If students are unable to successfully complete the requirements of ENS 550 due to extenuating circumstances (at discretion of ENS 550 instructor), they will receive a DFR (deferred grade) and must enroll in ENS 557 each regular semester (fall and spring) until the course requirements are completed satisfactorily. Students must enroll in ENS 557 with the same instructor from whom they take ENS 550.

Student's Educational Plan

Development of an educational plan is a key activity through which student and academic advisor identify course work appropriate for the student's background, aspirations, and needs. The plan indicates the courses for the chosen degree and concentration, and is developed prior to or during the first semester of study. Upon completion of the plan the advisor and Department chair review the plan. Minor amendments (such as electives) may be made during the course of study with approval of the academic advisor; significant changes in direction (changes between concentrations or degrees) also require the approval of the Department chair and necessitate a Change of Curriculum form. Variances from Department requirements must be indicated and approved through the petition process.

Online Master's Program

Students interested in the MS in Environmental Sciences or MA in Environmental Studies can obtain their degree online with the same curricula as the on-campus programs. Students must apply specifically for the online degree. Applicants to the MS program must have the approval of a research advisor before their application will be considered.

Graduate Certificate in Geographic Information Systems

This certificate is available both online and on-campus.

Contact Information:
Phone: (217) 206-7805
Email: gis@uis.edu
Website: www.uis.edu/gis/

The graduate certificate in Geographic Information Systems (GIS) is designed to provide students with a broad array of geospatial analytical skills which will be applicable to both academic and practice-oriented careers. The graduate certificate is available to both on-campus and online students. It is not necessary for a student to pursue a degree at UIS to earn the certificate. Degree-seeking students may apply credits required for the certificate to either the M.S. in Environmental Science or the M.A. in Environmental Studies.

Entrance and Course Requirements

A baccalaureate degree from an accredited institution and a minimum undergraduate GPA of 3.0 are required of applicants applying for admission to this certificate. Undergraduate transcripts showing receipt of the baccalaureate degree must be sent to the Office of Admissions. Students not meeting the GPA requirement may still apply, but will need to write a letter to the GIS Admissions Committee justifying their ability to complete graduate-level course work (such as having significant work experience in the area). Candidates for the certificate must complete each required course with a grade of B or better (a grade of B- is not acceptable). Applicants who took an introductory GIS course previously may petition to replace ENS 404.

Required Courses

ENS 404	Fundamentals of Geographic Information Systems	4
ENS 405	Fundamentals of Remote Sensing	4
ENS 503	Advanced GIS Applications	4
Total Hours		**12**

Master of Arts in Environmental Studies

The curriculum for the M.A. in Environmental Studies allows students to gain an understanding of ways to balance social and economic needs with environmental realities, to learn how to use resources imaginatively for sustainable development, and to become aware of the role of values in issue formulation and policy making. Objectives are to enable students to:

1. develop basic literacy in the natural and social sciences and the humanities as they contribute to an understanding of environmental affairs;
2. critically analyze environmental problems; and
3. identify, research, and evaluate environmental problems.

Three concentrations are available:

- Sustainable Development and Policy (p. 172)
- Environmental Planning an Management (p. 172)
- Environmental Humanities (p. 172)

Degree Requirements

Core Requirements		
ENS 551	Environmental Natural Sciences	4
ENS 552	Environmental Social Sciences and Humanities	4
ENS 553	Research Methods in Environmental Studies	4
Concentration Courses [1]		
Select from one of the three concentrations below		24
Closure		
Select one of the following:		4
ENS 510	Thesis	
ENS 520	Graduate Project	
ENS 550	Capstone Closure	
Total Hours		**40**

1 Because Environmental Studies faculty consider that a period of time working in an environmental agency or organization can be a vital part of professional training, students may take ENS 530 (1 to 4 hours) as an elective. However, students may not count both ENS 530 and ENS 550 toward their degree requirements.

Concentrations

Sustainable Development and Policy (SDP)

This concentration explores theories of sustainable development and policy in order to:

1. understand the historical context and critically evaluate the current framework of natural resources and environmental policy;
2. gain a comprehensive understanding of the conceptual elements of sustainability;
3. communicate and evaluate issues in sustainable development policies and practices; and
4. examine how shifts in natural resources and environmental policy might contribute to sustainable development.

Required Courses		
ENS 571	Sustainable Development	4
ENS 581	Environmental Policy and Analysis	4
ENS 587	Natural Resources: Policy and Administration	4
Elective Courses		
Select electives in consultation with academic advisor		12
Total Hours		**24**

Environmental Planning and Management (EPM)

This curriculum prepares students for professional positions in environmental planning and management. Objectives are to enable students to:

1. understand principles and practices of environmental planning and management;
2. analyze United States' environmental policies as they relate to environmental planning;
3. apply tools and techniques for preparing and implementing effective environmental plans; and
4. evaluate effectiveness of environmental management plans.

Required Courses		
ENS 404	Fundamentals of Geographic Information Systems	4
or ENS 503	Advanced GIS Applications	
ENS 403	Transportation: Problems and Planning Procedures	4
or ENS 501	Land Use and Environmental Planning	
ENS 587	Natural Resources: Policy and Administration	4
Elective Courses		
Select electives in consultation with academic advisor.		12
Total Hours		**24**

Environmental Humanities (EH)

This concentration provides a broad-based humanities curriculum to enable students to:

1. understand the ethical, social, communicative, literary, historical, artistic perspectives as they relate to ecological systems;
2. examine historical development of theoretical perspectives from humanities on the interaction of social and ecological systems; and
3. apply ethical criteria and critical thinking in the analysis of environmental issues.

Elective Courses		
Select in consultation with academic advisor.		24
Total Hours		**24**

Master of Science in Environmental Science

The curriculum for the M.S. in Environmental Sciences allows students to gain strong scientific understanding of ways to study, evaluate, and interpret environmental realities and their impacts, as well as to manage and mitigate environmental problems. Objectives are to enable students to:

1. develop a basic literacy in the natural and social sciences and the humanities as they contribute to an understanding of environmental issues;
2. critically analyze environmental problems;
3. identify, research, and evaluate environmental problems; and
4. compare, contrast, implement, and manage short- and long-term solutions to environmental problems. The department recommends that students interested in the Environmental Sciences degree have prior knowledge of chemistry, algebra, statistics, and biology.

Degree Requirements

Core Requirements		
ENS 551	Environmental Natural Sciences	4
ENS 552	Environmental Social Sciences and Humanities	4
ENS 553	Research Methods in Environmental Studies	4
General Environmental Sciences Concentration [1]		
Select electives in consultation with academic advisor		24
Closure		
ENS 510	Thesis	4
or ENS 520	Graduate Project	
Total Hours		**40**

[1] Provides students with competency in research and management of interactions among physical, chemical, and biological systems in the environment.

Legal Studies

Master of Arts
Graduate Certificates
Bachelor of Arts (p. 117)

www.uis.edu/legalstudies/
Email: les@uis.edu or **les-online@uis.edu**
Office Phone: (217) 206-6535
Office Location: PAC 350

The Master's Degree

The Master of Arts program in Legal Studies is designed to present the master's candidate with an interdisciplinary course of study in public law emphasizing law as a social phenomenon as well as a technical body of rules. It is a rigorous course of study, designed to develop the candidate's critical understanding of the legal system and its role in society and public policy. It emphasizes analytical and conceptual thinking, legal and scholarly research and writing, substantive areas of the law, ethical and public interest concerns, public policy advocacy skills, and the role of law in society.

The objectives for the M.A. graduate are:

1. To perform graduate level academic research;
2. To perform graduate level writing in standard English;
3. To be able to discuss and demonstrate the relationship between law and policy;
4. To be able to demonstrate and utilize different theoretical perspectives in law; and
5. To show proficiency in the policy and law of a particular area of the legal studies discipline.

Admission Requirements

The department requires students to apply ***separately*** for admission both to UIS and to the M.A. program. Application forms and information on LES Department admission requirements may be downloaded from the LES website (http://www.uis.edu/legalstudies). UIS admission forms are available from the Office of Admissions (http://www.uis.edu/admissions).

The department expects that students will come from a variety of educational experiences and backgrounds. No particular undergraduate major is required. Applicants should have a cumulative GPA of 3.0 or better and be able to demonstrate effective written communication skills for full admission to the program.

The number of hours required by the LES Master of Arts degree depends on the student's educational background and achievements when s/he begins the LES Program. If the student has sufficient academic background, the M.A. will consist of 36 hours. If the student does not have this academic background, s/he must take LES 401 during the first year of academic study, making the degree a 40 credit-hour course of study.

Students whose native language is not English must take the TOEFL exam and receive a score of at least 570 on the paper-based exam, 88 on the Internet-based exam, or 230 on the computer-based exam.

The application deadline for priority consideration for the spring is October 1st. The application deadline for priority consideration for the fall is March 1st. We do accept applications after the priority consideration deadline; however, our seats fill quickly so applicants are encouraged to apply by the priority consideration deadline.

Advising

Applicants should consult with the Department Chair, and/or the Legal Studies Online Coordinator for preliminary advising. Students admitted to the program will be assigned an advisor who will be identified in the acceptance letter. If the advisor is not available for any reason, the student may contact the Department Chair.

Grading Policy

Students must maintain a B (3.0) or higher average within the program and must earn a B (3.0) or better in all LES **core** courses (grades of B- or lower are not accepted). In LES elective courses, students may have a maximum of four hours in which they earn less than a B but at least a C (grades of C- or lower are not accepted). In non-LES elective courses, students may have an additional four hours in which they earn less than a B but at least a C (grades of C- or lower are not accepted), as long as an overall B (3.0) average is maintained. Clinical education courses, tutorials, and thesis courses are graded on a credit/

no credit (CR/NC) basis. Campus policy on Master's Degree grades can be found in Grades Acceptable Toward Master's Degrees (p. 130).

Degree Requirements

Pre-registration advising is important because many legal studies courses must be taken sequentially and not every course is offered every semester. Course requirements and sequences are available on the LES website (http://www.uis.edu/legalstudies).

Required preliminary courses [1]		
LES 401	Legal Research And Citation (1st fall semester)	4
Core Courses		
LES 501	Introduction to Graduate Legal Studies (1st semester)	4
LES 587	Public Advocacy (1st spring semester after 401 & 501)	4
LES 512	Theories of Justice	4
One of the following:		4
LES 513	Seminar in Politics and Law	
LES 519	Seminar in Courts and Policymaking	
LES 504	Graduate Seminar (final spring semester)	4
or LES 590	Thesis	
Elective courses (with approval of advisor) [2]		16
Total Hours		**40**

1 All students who have not completed LES 401 or its equivalent should take LES 401 during their first fall semester. Students who wish to receive credit for an equivalent course for which they received a grade of B or better or for other competency in this area must apply for a waiver. (See Waivers section below.) The LES waiver committee will decide whether a course taken at another institution is equivalent to the LES course(s). Students requesting a waiver should consult with their advisor for further information and instructions.

2 Graduate students must take 16 hours of electives, including a minimum of 8 hours of LES-prefixed electives. Students are encouraged to choose a focus in a particular area of law or legal policy in consultation with their advisor. Students may choose two of the four PAD courses required for the graduate certificate in Public Sector Labor Relations. Students may also create their own focus from the resources of the Department, College, or University. Suggested areas of focus include, but are not limited to, Law and Public Policy (online option); Human Rights/Social Justice (online option); Criminal Justice; or Regulatory Compliance (online option).

Clinical Education

The clinical education experience provides students with skills necessary to be successful in a legal environment. Master's candidates may earn up to four hours of clinical education credits, which will be applied toward LES elective credit.

Government agencies, the Illinois Supreme Court, and other organizations sponsor interns, both paid and unpaid. Placement options include courts, administrative agencies, state and federal attorneys' offices, legal aid offices, private law firms, and other public interest groups. Students enrolled in the UIS Graduate Public Service Internship Program (GPSI) may count the GPSI Seminar course towards their non-LES electives. Similarly, students enrolled in the Illinois Legislative Staff Internship Program (ILSIP) may count the ILSIP: Academic Seminar towards their non-LES electives.

Waivers

Students must fulfill all 36 hours of required courses and, if necessary, the four hours of preliminary courses. If it is impossible for a student to take a required course, or if a student has already taken one of the core courses or its equivalent as an undergraduate at another institution and wants to waive the requirement, the student must still complete the credit hours in some other course, with the exception of waivers for required preliminary courses.

Master's Closure

Completion of LES 504 or a master's thesis is required of all master's degree candidates as a closure exercise. Students selecting the thesis option may enroll in up to eight hours of the master's thesis course (LES 590). They may accrue that total in increments.

Campus policy requires that students be enrolled in at least one semester hour of master's closure credit for each regular semester (fall/spring) after they have begun their master's closure exercise until that exercise is completed. For LES students choosing the thesis option, this requirement means that if the thesis is not completed during the initial four hours of enrollment in LES 590, students must register for LES 590 for one credit hour in each subsequent regular semester (fall/spring) until eight hours are accumulated or the thesis is completed. If the thesis is still not completed by the time eight hours of continuous enrollment in LES 590 have been accumulated, students must register for LES 598 (zero credit hours, one billable hour) each regular semester (fall/spring) until the thesis is completed. Likewise, if students choosing to take the graduate seminar fail to complete the required course work/project during the initial four hours, they must enroll in LES 597 (zero credit hours, one billable hour) each regular semester (fall/spring) until the course work/project is complete. Department policy allows students until the end of the first week of classes in the subsequent semester to complete closure requirements before they are required to re-enroll in the closure course.

Online Master's Program

Like the Master of Arts in Legal Studies offered in a blended on campus and online format, the online-only program allows students to gain professional skills, as well as to study legal theory and the role of law in American society. It provides students with a broad general understanding of the legal system, how it works, and how it interrelates with societal changes. For more information, contact the Legal Studies Online Coordinator at (217) 206-8545, or at les-online@uis.edu.

Graduate Certificate in Public Sector Labor Relations

This certificate is available on-campus.

The certificate in public sector labor relations is intended for professionals in the field of public sector labor relations or human resources management who wish to upgrade their skills in labor relations, for individuals interested in pursuing union leadership roles, or for those who are beginning their careers and wish to prepare for a career working in public sector labor relations.

Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of a graduate degree program.

A grade of B or better must be earned in each of the following classes to qualify for the certificate (grades of B- or lower will not be accepted).

The certificate in public sector labor relations includes the following courses:

Required Courses		
PAD 509	Workplace Democracy	3
PAD 511	Collective Bargaining	3
PAD 568	Labor Arbitration and Dispute Resolution	3
Choose one of the following:		4
PAD/LES 475	Government Regulations and Administrative Law	
PAD 565	Law, Policy, and Administration	
Total Hours		**13**

Political Science

Master of Arts
Graduate Certificate
Bachelor of Arts (p. 119)
Integrated B.A. / M.A in Practical Politics (p. 121)
Undergraduate Minor (p. 121)

Contact Information
www.uis.edu/politicalscience/
Email: pos@uis.edu
Office Phone: (217) 206-6646
Office Location: PAC 350

Departmental Goals and Objectives

The M.A. degree program is designed to join the basic theoretical pursuits of political science with the practical knowledge needed by effective public officials and political practitioners. The campus' location in the state capital offers a rich setting for combining theory and practice. The Political Science Department offers sound academic instruction in American state and national politics, public law, international relations, comparative government, and political philosophy. Department faculty augment their academic specialties with a great variety of professional and political experiences. Members of the department have served as legislative staff aides, as congressional campaign managers, as policy consultants, and in other offices. The faculty encourage students to take full advantage of the academic and professional opportunities offered by UIS and the state capital.

The M.A. degree curriculum is organized to meet the needs of a diverse student body, offering graduate students the option to take a course of study that merges the academic and practical aspects of politics. Because students enter the major with bachelor's degrees in a variety of social sciences and humanities, the M.A. curriculum is centered in several required courses that provide essential concepts and skills. For that reason, all students who have not taken an undergraduate research methods course are required to take PSC 451 to prepare them in research and quantitative methods. This course will count as an elective in the degree. It is not a prerequisite. A range of options in subject-matter seminars, elective courses, and internships allow students to tailor their courses of study to their individual professional aspirations. The department is particularly well organized for students who want to pursue careers in practical politics at the state level or in agencies involved in international policy making, for those who are preparing to teach, and for those who aspire to an advanced degree in political science or law.

The Political Science curriculum ensures that competence is coupled with understanding. Courses in the academic politics concentration examine political structures, historic changes in political structures and the larger human meaning of competence in the areas of electoral and legislative systems, law and civil liberties, political philosophy, international relations, and comparative politics. Students are also encouraged to seek appropriate instruction from faculty in public administration, economics, legal studies, and women and gender studies, among other areas.

This field is important to students who are seeking teaching careers at the secondary, community college, or university level, or who plan to study toward the doctorate. Sound academic course work and the hands-on experience are both important political science experiences for in-service teachers and for those preparing to teach. Interested students can combine course work in several sub-fields of particular interest to teachers of world politics, American government, Illinois history and government, and other aspects of civic education. Students may also arrange special teaching internships.

Graduate students in Political Science may also shape their M.A. programs to the special requirements of advanced degrees. Students who anticipate entering law school can tailor a program that draws on the resources of legal studies. For those interested in pursuing a Ph.D. in political science, the subject matter seminars offer graduate preparation in the standard fields required for doctoral study.

For those interested in international affairs and comparative politics, the department offers a special combination of courses and practice-related experiences. Internships are available in selected agencies of Illinois government that have international policies and programs. Because Political Science is a part of the campus' interdisciplinary committee on international studies, students are encouraged to take courses on international subjects in several academic departments.

- American National and State Politics Emphasis (p. 177)
- Comparative Politics/International Relations Emphasis (p. 177)
- Political Theory Emphasis (p. 177)
- Public Law Emphasis (p. 178)

The Master's Degree

The M.A. in Political Science is a 40-hour program with a required 28-hour minimum of 500-level courses. The Master's Degree is offered both on-ground and online.

Students may apply credits earned from the Graduate Public Service Internship or the Illinois Legislative Staff Internships for program internship requirements.

Electives may be selected from a wide range of courses in Political Science and related disciplines. Students may take up to 12 semester hours of 400-level courses for graduate credit, with a maximum of 8 hours taken outside of Political Science. When they take 400-level courses, graduate students are held to a higher standard of performance and must complete additional requirements.

Program requirements may also be found on the Political Science web page, www.uis.edu/politicalscience/.

Admission Requirements

The program encourages diversity among its graduate population and so admits students who have been trained in most undergraduate fields of study. For those lacking a strong undergraduate background in political science, history, or the social sciences, admission is conditional upon completion of two or more courses designated by the program committee.

Prospective students who do not hold a B.A. degree should investigate the requirements for alternative admission discussed in this catalog.

Advising

On admission to the program, students are assigned an initial advisor. After a semester a student may select his or her permanent academic advisor. This faculty member assists the student as thesis advisor, supervisor for internships and practice units, and academic counselor in devising an appropriate program of study. The advisor also monitors student progress in satisfying the requirements of the degree.

Grading Policy

Students must have a grade average of B to qualify for the degree. A maximum of eight semester hours of C may be applied toward the degree so long as each hour of C is balanced by an hour of A. In no circumstances, however, may a grade lower than B in PSC 501 be counted toward the degree. For students choosing the CR/NC option, a CR represents work equivalent to B, meaning that grades of CR may be counted toward the master's degree.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Communication Skills

Successful performance in practical politics and political science requires ability to write and speak persuasively and to present sophisticated information and complex subject matter directly and plausibly. Completion of PSC 501 will verify satisfaction of the communication skills requirement.

Degree Requirements

Core Courses [1]		
PSC 501	Introduction to the Graduate Study of Politics	4
PSC 502	Methods Of Inquiry	4
PSC 590	Closure Exercise (Select one: Comprehensive Examiniation, Participant/Observer Case Study/ Thesis)	4
Electives/Internships		
Select from the Areas of Emphasis [2]		28
PSC 530	Graduate Internship in Political Science [3]	1-8
Total Hours		**40**

1 PSC 503 is strongly recommended as an elective for students planning to pursue graduate study at the doctoral level.

2 To allow students to specialize in a subfield, an area of emphasis of at least 16 hours may be chosen in consultation with an advisor. An area of emphasis is not required

3 A maximum of 8 hours of internship can be applied toward the degree as elective hours.

Master's Closure

Every graduate degree candidate is required to complete a closure exercise demonstrating mastery of some area within the major field of study. Political Science students have three options for fulfilling this requirement:

1. comprehensive examination,
2. participant/observer case study, or
3. master's thesis.

Students must enroll for four hours' credit in PSC 590 for one of the options listed above. Campus policy requires that students be enrolled in the master's closure exercise each fall and spring semester after beginning their graduate closure exercise until that exercise is completed. For PSC students, this means that if the case study/thesis is not completed by the end of the initial four hours of enrollment in PSC 590, students must register for PSC 591 (zero credit hours, one billable hour) in all subsequent fall and spring semesters until the exercise is completed.

The M.A. in Political Science is a 40-hour program with a required 28-hour minimum of 500-level courses. The Master's Degree is offered both on-ground and online.

Graduate Certificate in Practical Politics

This certificate is available on campus.

The certificate in practical politics is intended for political practitioners, or for those who intend to become political practitioners, who wish to augment their background and skills through exposure to political science frameworks and concepts with a focus on electoral politics, interest group politics and lobbying, and policy analysis. Students are expected to sharpen the skills and understanding required of thoughtful and effective practitioners in elective and appointive public service. Instruction involves consultation with experienced representatives of government and government-related endeavors in the capital. Students learn political and policy research, organizing and lobbying skills, campaign techniques, and an array of analytical approaches to policy making in partisan and nonpartisan settings.

Practical knowledge is intelligence in context. All graduate students in Political Science have opportunities to enhance their skill and understanding in actual political settings. The department has developed a broad range of internship experiences with legislative staffs and agencies, legislative liaisons, lobbyists, public interest groups, political consultants, and campaign organizations. These learning experiences ensure that M.A. students are effective learners both in the classroom and in the field and that they can transfer their learning from one setting to another, as the professional practice of politics requires.

Students with a Bachelor's degree from an accredited institution may apply for admission to the certificate. For admission to the certificate, a minimum 3.0 undergraduate GPA is required, with conditional admission status possible for students with a slightly lower GPA, particularly if a student has significant practical politics experience. Conditionally admitted students will be fully admitted after receiving a grade of B or better in PSC 501.

Students with significant practical experience may petition to replace the internship requirement with a PSC elective. The certificate can be taken as a part of the PSC MA curriculum through electives or independently.

A grade of B or better must be earned in each of the following classes to qualify for the certificate (grades of B- or lower will not be accepted).

Required Courses

PSC 501	Introduction to the Graduate Study of Politics	4
Select two of the following:		8
PSC 562	Practical Politics Seminar in Political Campaigns	
PSC 563	Practical Politics Seminar in Lobbying	
PSC 564	Practical Politics Seminar in Policy Formation, Analysis, and Presentation	
PSC 530	Graduate Internship in Political Science	4
Total Hours		**16**

American National and State Politics

Core Courses [1]		
PSC 501	Introduction to the Graduate Study of Politics	4
PSC 502	Methods Of Inquiry	4
PSC 590	Closure Exercise	4
Select one:		
Comprehensive Examination		
Participant/Observer Case Study		
Thesis		
Emphasis Courses		
Select 28 hours from the following:		28
PSC 402	Legislative Politics	
PSC 403	Public Opinion	
PSC 404	ECCE: African Americans and American Politics	
PSC 405	Illinois Government and Politics	
PSC 406	The American Presidency	
PSC 408	American Political Behavior	
PSC 409	Political Parties and Interest Groups	
PSC 410	Public Policy Processes	
PSC 412	Political Psychology	
PSC 414	Appellate Advocacy: Moot Court	
PSC 420	National Security Issues and the U.S. Constitution	
PSC 423	ECCE: Women and Politics	
PSC 510	Current and Emerging Public Policies	
PSC 511	Seminar In American Politics	
PSC 512	Graduate Seminar in Comparative State Politics	
PSC 513	Seminar in Politics and Law	
PSC 517	Seminar on Congress	
PSC 518	Seminar On Public Policy	
PSC 519	Seminar in Courts and Policymaking	
PSC 562	Practical Politics Seminar in Political Campaigns	
PSC 563	Practical Politics Seminar in Lobbying	
PSC 564	Practical Politics Seminar in Policy Formation, Analysis, and Presentation	
Internship		
PSC 530	Graduate Internship in Political Science [2]	1-8
Total Hours		**40**

1. PSC 503 is strongly recommended as an elective for students planning to pursue graduate study at the doctoral level.
2. A maximum of 8 hours of internship can be applied toward the degree as elective hours.

Comparative Politics/ International Relations

Core Courses [1]		
PSC 501	Introduction to the Graduate Study of Politics	4
PSC 502	Methods Of Inquiry	4
PSC 590	Closure Exercise	4
Select one:		
Comprehensive Examination		
Participant/Observer Case Study		
Thesis		
Emphasis Courses		
Select 28 hours from the following:		28
PSC 462	International Law and Organizations	
PSC 463	International Political Economy	
PSC 464	ECCE: Latin American Politics	
PSC 468	Foreign Policy Analysis	
PSC 470	Terrorism and Public Policy	
PSC 472	The Law of Military Conflict	
PSC 473	War and Peace	
PSC 474	American Foreign Policy	
PSC 476	International Politics of the Middle East	
PSC 477	Russian Politics	
PSC 515	Seminar in International Relations	
PSC 516	Seminar in Comparative Politics	
Internship		
PSC 530	Graduate Internship in Political Science [2]	1-8
Total Hours		**40**

1. PSC 503 (http://catalog.uis.edu/search/?P=PSC%20503) is strongly recommended as an elective for students planning to pursue graduate study at the doctoral level.
2. A maximum of 8 hours of internship can be applied toward the degree as elective hours.

Political Theory

Core Courses [1]		
PSC 501	Introduction to the Graduate Study of Politics	4
PSC 502	Methods Of Inquiry	4
PSC 590	Closure Exercise	4
Select one:		

Comprehensive Examination		
Participant/Observer Case Study		
Thesis		
Emphasis Courses		
Select 28 hours from the following:		28
PSC 424	Democratization and the Public Sphere	
PSC 425	ECCE: Democracy & Demo Theory	
PSC 428	Globalization and the Future of Democracy	
PSC 435	ECCE: American Political Thought	
PSC 436	Contemporary American Political Philosophy	
PSC 437	Marxist Philosophy: Past, Present, Future	
PSC 438	Postmodern Theory: Politics and Possibility	
PSC 482	Queer Theory	
PSC 514	Seminar in Political Philosophy	
PSC 433	Feminist Theories	
PSC 533	Feminist Theories II	
Internship		
PSC 530	Graduate Internship in Political Science [2]	1-8
Total Hours		**40**

1. PSC 503 (http://catalog.uis.edu/search/?P=PSC%20503) is strongly recommended as an elective for students planning to pursue graduate study at the doctoral level.
2. A maximum of 8 hours of internship can be applied toward the degree as elective hours.

Public Law

Core Courses [1]		
PSC 501	Introduction to the Graduate Study of Politics	4
PSC 502	Methods Of Inquiry	4
PSC 590	Closure Exercise	4
Select one:		
Comprehensive Examination		
Participant/Observer Case Study		
Thesis		
Emphasis Courses		
Select 28 hours from the following:		28
PSC 415	The Supreme Court and Judicial Politics	
PSC 416	The American Constitution and Civil Liberties	
PSC 419	Environmental Law	
PSC 420	National Security Issues and the U.S. Constitution	
PSC 421	Law and Inequality	
PSC 441	Poverty, Law, and Justice	
PSC 462	International Law and Organizations	
PSC 472	The Law of Military Conflict	
PSC 513	Seminar in Politics and Law	
PSC 519	Seminar in Courts and Policymaking	
Internship		
PSC 530	Graduate Internship in Political Science [2]	1-8
Total Hours		**40**

1. PSC 503 (http://catalog.uis.edu/search/?P=PSC%20503) is strongly recommended as an elective for students planning to pursue graduate study at the doctoral level.
2. A maximum of 8 hours of internship can be applied toward the degree as elective hours.

Public Administration

Master of Public Administration
Doctor of Public Administration
Joint Graduate Degree – MPA/MPH

Graduate Certificates – 4

www.uis.edu/publicadministration/ or www.uis.edu/dpa/
Email: mpa@uis.edu or dpa@uis.edu
Office Phone: (217) 206-6310
Office Location: PAC 420

Departmental goals and objectives

The UIS Master's of Public Administration degree (MPA), in the state capital, strives to advance the public interest and civic engagement. Students are prepared with an innovative integration of disciplinary knowledge and skills with practice through access to a networked community of public affairs scholars, practitioners, and students.

Accredited by the National Association of Schools of Public Affairs and Administration (NASPAA), the MPA degree offers professional graduate education. The MPA degree is offered on campus and online.

MPA curricular requirements are designed to impart knowledge and skills essential to meet pressing public problems and to be successful in professional and administrative employment in public and nonprofit sectors. The knowledge and skills address understanding of legal, political, and administrative processes, organizational structures, the context of public sector and nonprofit organizations; the development of leadership capabilities; and knowledge of the governmental and nonprofit sectors.

Students may elect to pursue a graduate certificate along with their MPA degree. Options include the Graduate Certificate in Public Sector Labor Relations, the Graduate Certificate in the Management of Non-Profit Organizations, the Graduate Certificate in Community Planning or the Graduate Certificate in Emergency Preparedness and Homeland Security.

In addition to the MPA degree, the UIS Public Administration Department and the UIS Public Health Department have established a joint degree, MPA/MPH. Students entering the degree without significant professional work experience in the public or private sector are encouraged to undertake internships as part of their program of study through the UIS Graduate Public Service Internship (GPSI) Program, the Illinois Legislative Staff Internship Program (ILSIP), or departmental internship programs.

Graduates of the MPA degree will be able to understand and demonstrate competencies in:

- The management of public service organizations, including administrative theory and practice, human resources, budgeting and financial processes, and information management;

- The application of quantitative and qualitative techniques of analysis, including policy and program foundation, implementation, evaluation, decision-making, and problem solving; and
- Public policy and organizational environment, including political and legal institutions and processes, economic and social institutions and processes, organization and management concepts and behavior, and the structure and functional operations and political environment of Illinois state and local government.

Graduates will also be able to communicate their knowledge and analysis in a clear and effective manner in oral and written forms, and through interpersonal relations.

The Master's Degree

Admission Requirements

The Public Administration Department faculty reviews and accepts candidates for the MPA degree. Prospective students must also complete a separate application for graduate admission to UIS and provide transcripts of all previous undergraduate and graduate course work in order to be considered for admission. The UIS admission application form and the transcripts **should be submitted to the UIS Admissions Office**. A cumulative undergraduate grade point average of 2.50 or better is necessary to be considered for MPA admission. International students for whom English is not the native language must, in addition, provide TOEFL scores (at least 550 for the paper test, or 213 for the computer-based test).

Applicants to the MPA degree must submit the following documents **to the Public Administration Department**:

1. a completed MPA application form,
2. a résumé, and
3. a statement describing their career goals and how the MPA degree would enhance their professional development.

Additionally, applicants to the MPA online degree must submit a statement that explains why the online degree is preferable to on-site education (e.g., geographic constraints, time limitations). Submission of GRE exam scores is optional for both on campus and online degree programs, but may be useful in cases of lower undergraduate GPA scores or to otherwise enhance application strength. These items should also **be submitted to the MPA office**.

Applicants should note that several of the MPA core courses require prerequisites and that completion of all prerequisites are required for the MPA degree. Prerequisites include microeconomics, American national government, or equivalent courses. CLEP or equivalent exams for these prerequisites are acceptable. Illinois high school graduates may have the American national government prerequisite waived. Students are also expected to have basic computer competence including skills in word-processing and spreadsheet use.

On campus program applicants may have their applications considered at any time. Prospective on campus program students are strongly encouraged to obtain application information and apply well in advance of their first term in order to allow time for mailing and processing materials. Online program applications have fall and spring deadlines. Please refer to the MPA website for these dates. Application materials may be obtained through contacting the department at the telephone number or email address listed above, or by writing the department at:

MPA Department
MS PAC 420
University of Illinois at Springfield
One University Plaza
Springfield, IL 62703-5407

Advising

Students will be assigned an advisor upon admission to the program.

Grading Policy

Public Administration students may apply up to six credit hours of C work toward the MPA Degree (grades of C- or lower will not be accepted), provided that:

1. each credit hour of such work is offset by a credit hour of A work (A- work will not offset) earned in a 500-level PAD course, and
2. an approved Student Petition is on file in the Office of Records and Registration.

All course work applied toward the MPA under this arrangement must be earned at the University of Illinois at Springfield while the student is enrolled in a graduate degree at UIS.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Writing Competence

Faculty may identify writing deficiencies during courses and refer students to the Learning Hub.

Degree Requirements

The 36-hour curriculum of the MPA degree requires the following courses. Students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA.

Course work

Prerequisites		
Introductory U.S. government course or equivalent (PAD 501, PAD 504), microeconomics (PAD 504).		
Core Courses		
PAD 501	Introduction to the Profession *	3
PAD 502	Organization Dynamics	3
PAD 503	Analytical Tools	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers (Public Policy for Managers)	3
PAD 507	Information for Decision Making (Information Decision Making)	3
Elective Courses		
At least 6 hours of elective courses must be selected from Public Administration (PAD) courses. Any combination of PAD 400- or 500-level courses may count toward the MPA degree. Only one 400-level elective from a program outside the Department of Public Administration may be counted toward the MPA		12
Masters Closure		

PAD 571	Capstone Seminar	3
Total Hours		**36**

Elective Courses (12 Hours)

Courses that essentially duplicate or cover prerequisite-level material, even though such courses may be offered by other programs at the 500-level or higher, do not count. A total of four hours of internship credits are creditable toward the MPA and are considered inside elective credits.

Students pursuing the MPA typically follow one of two advanced professional development patterns. One pattern involves course work chosen from PAD offerings, often including fields such as personnel, budgeting, policy analysis/program evaluation, or organizational change/development. The second pattern involves completing advanced course work in PAD offerings in conjunction with course work offered by other UIS academic departments, such as legal studies (administrative law), management information systems, environmental studies, accountancy (public financial management), or human services (social services).

Master's Closure

MPA degree candidates are expected to fulfill the campus closure requirements by earning a grade of B- or better in PAD 571. PAD 571 is open only to MPA majors who have already completed the degree core courses (15 credit hours). The MPA faculty strongly recommends that majors enroll in the Capstone Seminar after completing PAD 501-PAD 507; however, majors may enroll in the Capstone Seminar while simultaneously completing their final core course. Generally, the capstone course is taken in the last semester of study.

Campus policy requires that PAD majors who enroll in PAD 571, but who do not complete the course in one semester, must enroll in PAD 572 Capstone Seminar Continuing Enrollment (zero credit hours, one billable hour), each fall and spring semester until the course work is completed.

Online Degree

The online degree allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The 36-hour MPA online degree follows the same curriculum as the on campus degree, with a few exceptions. The Homeland Security Certificate, the Nonprofit Management Certificate and the Community Planning Certificate are offered online. The joint degree in MPA/MPH has recently become available through the online program. Electives may vary. For more information, contact the MPA online coordinator. The Certificate in Labor Relations is not offered online.

Joint Degree Option - MPA/MPH

The MPA Department and the UIS Department of Public Health have established a joint degree in accordance with university policy. Students interested in this joint degree can contact either the MPA or MPH office. This joint degree requires two separate program applications. Students must meet entrance requirements for each. Students may complete a joint degree with a total of 60 credit hours, compared to a total of 88 for the two degrees separately. Students pursuing this joint degree will be required to complete an appropriate closure exercise in each of the two degree organizations. Upon completion, one diploma will be granted.

MPA Degree Requirements

Core Requirements

Core Requirements		
PAD 501	Introduction to the Profession	3
PAD 502	Organization Dynamics	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers	3
PAD 507	Information for Decision Making	3
Select one of the following:		3
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	
PAD 553	Community Planning and Policy	
Electives		
Select 6 hours of 400- or 500- level PAD courses [2]		6
Closure Exercise		
PAD 571	Capstone Seminar	3
Total Hours		**30**

[2] Note that if PAD 531, PAD 533, or PAD 553 was taken to satisfy the quantitative core requirement elective, it cannot count in this elective category.

MPH Degree Requirements

Core Requirements		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
MPH 581	Internship	4
Electives		
Select 8 hours of electives in MPH [3]		8
Closure Exercise		
MPH Comprehensive Examination [4]		0
Total Hours		**36**

[3] The 8 hours of electives in MPH may be selected from any MPH 500-level course in consultation with and approval by the academic advisor. The student's career path should be considered for the best selection of these electives.

[4] Students complete the MPH comprehensive examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

Graduate Certificates

Phone: (217) 206-6310

Email: mpa@uis.edu
Website: www.uis.edu/publicadministration/

- **Community Planning** (p. 182) **(18 Hours)**
- **Management of Nonprofit Organizations** (p. 182) **(18 Hours)**
- **Public Administration with an International Perspective (12 Hours)**
- **Public Sector Labor Relations** (p. 183) **(12 Hours)**

The Doctorate Degree

The mission of the Doctor of Public Administration Program is to advance the education of experienced practitioners interested in improving their understanding of public management and public policy. These individuals can make a significant contribution, bridging the worlds of practice and scholarship by developing a capacity to bring experience from the practitioner community to the scholarly community and translating the contributions of the scholarly community into the world of the practitioners.

Admission Requirements

Students are admitted on a cohort basis. Contact the DPA Department for more information. Admission to the program is competitive. Students must submit an application portfolio to the DPA Department in addition to the application for graduate admission submitted to the UIS Office of Admissions. The portfolio **submitted to the DPA Department** must include:

1. an educational and professional goals statement of at least 600 words, including possible research interests, written by the applicant;
2. three letters of recommendation;
3. at least one sample of professional writing written solely by the applicant; and
4. a current vita detailing evidence of significant work experience in a public affairs field.

Applicants are encouraged, but not required, to submit GRE scores as part of their portfolios. Those scores can provide useful information about an applicant's readiness for program course work. There are no individual course prerequisites.

To be eligible for serious consideration, the application portfolio must also provide evidence of:

- A completed master's degree. (This should be verified by the applicant providing official transcripts to the UIS Office of Admissions indicating that a master's degree has been earned.)
- A minimum cumulative GPA of 3.25 for all graduate-level work.
- Excellent oral and written communication skills.
- A good fit between the applicant's educational aspirations and the curricular offerings of the program and the expertise of the faculty.
- The quality of the applicant's previous graduate performance.
- The applicant's ability to complete doctoral-level work.
- Significant professional achievement or promise of significant achievement in a public affairs field.

In some cases, the selection process may include an interview with DPA faculty members. Students must submit application materials by March 15 for admission to the cohort that will start in the fall semester.

Advising

A doctoral program faculty advisor will be assigned at the time a student is admitted to the DPA program. The advisor will assist the student in creating a formal plan of study. The student's academic advisor must approve all electives and the appropriate quantitative methods course the student will take. The academic advisor will provide a formative written evaluation of the student's progress during the first year of course work, and will assist in the preparation and grading of the student's qualifying exams at the end of the core courses. The student may choose to switch advisors at the dissertation stage to work with someone who has expertise in a particular subfield.

Grading Policy

The minimum acceptable grade for each course is a B (courses in which a grade of B- or lower is earned will not count toward the degree). Grades of B- or below, though not counting toward the DPA degree, must be balanced with higher course grades to maintain the required cumulative GPA. All students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Degree Requirements

Each student must complete at least 40 hours of course work, plus a minimum of 12 hours of dissertation credit. Students may petition for up to 12 hours of transfer credit for post-master's graduate work deemed appropriate for the DPA.

Core Courses		
PAD 651	Conduct of Inquiry and Theoretical Foundations	4
PAD 652	Public Management Seminar	4
PAD 653	Public Policy Seminar	4
PAD 654	Research Design	4
PAD 655	Qualitative Research Methods (PAD 655 Qualitative Research Methods)	4
PAD 656	Quantitative Research Methods	4
Electives		
Students must complete 16 hours of elective course work at the 500-level or above approved by the doctoral program faculty. No more than four hours of internship credit may count toward elective credits.		16
Total Hours		**40**

Since the program admits students in cohorts, the core courses are offered one per semester and do not repeat until the entire cycle has been completed.

Examination

After the student completes the five DPA core courses (20 hours), he or she will be required to complete a qualifying exam to demonstrate competence in the required core fields. The exam contains both oral and written components and each student's exam will be conducted

and evaluated by a committee of faculty members which included core teaching faculty. Students who have not passed the qualifying exam after two attempts will be dropped from the doctoral program.

Students must be registered for course work during the semester they are taking qualifying exams.

Dissertation Work

Upon successful completion of the dissertation proposal defense, the student is admitted to candidacy. The dissertation proposal defense is allowed no sooner than concurrently with the last elective. UIS considers this the “closure” event and the student must be continually enrolled from this point forward. Generally this is accomplished by enrolling in dissertation hours.

Each student’s academic advisor will assist with selection of the dissertation committee from among the full-time graduate faculty at UIS. A written dissertation proposal must be formally approved by the student’s dissertation committee before dissertation work proceeds. Students must complete 12 hours of dissertation credit (PAD 690). Campus policy requires that a student who has been admitted to candidacy must be continuously enrolled in at least one semester hour of dissertation course work each fall and spring until the dissertation is completed, defended, and accepted. An oral examination on the dissertation will be conducted by the dissertation committee. The dissertation adviser will chair the oral dissertation defense, which will be open to the campus community.

For more information on the doctoral closure guidelines, please refer to the Academic Information for Doctoral Students (p. 127) section of this catalog.

Graduate Certificate in Community Planning

This certificate is available on-campus.

The graduate certificate in Community Planning is for public administrators to participate in community planning activities primarily at the municipal, township, or county level, but also in state agencies concerned with planning.

Course work is offered at night and online. Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of the Master’s in Public Administration degree.

A grade of B or better must be earned in the required courses to qualify for the certificate (grades of B- or lower will not be accepted).

Required Courses		
PAD 501	Introduction to the Profession	3
PAD 524	Capital Budgeting	3
PAD 553	Community Planning and Policy	3
PAD 554	Community Planning Tools	3
PAD 556	Community Economic Development	3
PAD 506	Public Policy for Managers	3
Total Hours		**18**

Graduate Certificate in Management of Nonprofit Organizations

This certificate is available online and on-campus.

The graduate certificate in Management of Nonprofit Organizations requires 20 hours of course work from the menu below. Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of a degree program. A grade of B or better must be earned in the required courses to qualify for the certificate (grades of B- or lower will not be accepted).

Required Courses		
Area 1: Introduction to Nonprofit Management		
PAD 542	Nonprofit Sector & Society	3
Area 2: Nonprofit Finance		
Select one of the following courses:		
PAD 545	Public Financial Management [1]	3
or PAD 504	Budget And Finance	
Area 3: Human Resources		
PAD 541	Nonprofit Sector: Human Resources	3
Area 4: Nonprofit-Specific Tools		
Select one of the following courses:		
PAD 543	Marketing for Public and Nonprofit Organizations	3
or PAD 544	Fund Raising for Public and Nonprofit Organizations	
Area 5: Administrative Tools		
Select two of the following courses:		6
PAD 506	Public Policy for Managers	
PAD 543	Marketing for Public and Nonprofit Organizations (If not taken in Area 4)	
PAD 533	Program Evaluation	
PAD 534	Program Implementation	
PAD 552	Strategic Planning and Management	
PAD 590	Topics in Public Administration	
PAD 580	Public Administration Internship Seminar (Note: Internship must be completed in the nonprifit sector)	
PAD 544	Fund Raising for Public and Nonprofit Organizations (If not take in Area 4)	
PAD 545	Public Financial Management (If not taken in Area 2)	
PAD 504	Budget And Finance (If not taken in Area 2)	
Total Hours		**18**

[1] PAD 504 has a microeconomics prerequisite.

Graduate Certificate in Public Administration with an International Perspective

This certificate is available online and on-campus.

Admissions are not being accepted for this certificate at this time.

This certificate is intended for international students and other students with significant international experience. The certificate provides an exposure to the basic core principles and skills for public administration with an introductory course focused on public administration in a global context. The certificate is offered in a variety of modalities: as a residential program lasting two semesters (fall and spring), in an online format (utilizing e-tuition), or in some combination of online and on campus class work. Students complete five courses and have the option of an internship (in residence only). The first course, Public Administration in a Global Context, is designed specifically for international students and other students with significant international perspective. Students must complete a total of 20 credit hours.

Required Courses		
PAD 502	Organization Dynamics	3
PAD 503	Analytical Tools	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
Total Hours		**12**

During a second semester for students in residence, the students have the option to participate in an internship experience in addition to their class work. Under the leadership of a faculty member, the students rotate through several agencies to get firsthand experience of public administration in the at the state and local levels.

Students who wish to continue past the certificate and are admitted to the Masters in Public Administration program may apply these courses toward their master's degree.

Note: To qualify for the certificate, students must earn a grade of B or better (grades of B- or lower will not be accepted) in each of the required classes.

The MPA Degree

Students who complete the Certificate in Public Administration with an International Perspective would be able to do a second year of classes, if interested, either on campus or online to complete the MPA degree. The Public Administration in a Global Context introductory course will count in place of the Introduction to Public Administration course for the Masters in Public Administration.

Graduate Certificate in Public Sector Labor Relations

This certificate is available on-campus.

The certificate in public sector labor relations is intended for professionals in the field of public sector labor relations, for individuals in the field of public sector human resources(s) management who wish to upgrade their skills in labor relations, for individuals interested in pursuing union leadership roles, or for those who are beginning their careers and wish to prepare for a career working in or with public sector labor relations.

Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of a graduate degree program.

A grade of B or better must be earned in each of the following classes to qualify for the certificate (grades of B- or lower will not be accepted).

The certificate in public sector labor relations includes the following courses:

Required Courses		
PAD 485	Administrative Law and Management	3
PAD 509	Workplace Democracy	3
PAD 511	Collective Bargaining	3
PAD 568	Labor Arbitration and Dispute Resolution	3
Total Hours		**12**

Public Affairs Reporting

Master of Arts

www.uis.edu/publicaffairsreporting/
Email: cwhee1@uis.edu
Office Phone: (217) 206-7494
Office Location: PAC 326

The Public Affairs Reporting (PAR) degree is designed for the student who wishes to specialize in news coverage of governmental affairs. A primary goal is for graduates to obtain employment in which they can report or interpret governmental activity for the population at large. The objectives of the year-long program are to graduate men and women who are able not only to understand and interpret public affairs but also to communicate with the clarity, accuracy, and speed demanded of deadline reporters of the highest rank. The program directs students to an investigation of the interactions between the news media and society and the news media and government and encourages students to expand the knowledge of such interaction through research and experimentation. Program faculty also expect that each graduate, whatever the skill level upon entering the program, be proficient in reporting, editing, and writing at graduation. The unique nature of the program is derived from the simultaneous pursuit of various goals; none is considered paramount.

The Master's Degree

Admission Requirements

The program is open only to students who have completed the baccalaureate degree. Students are selected primarily on the basis of writing ability, interest in government and public affairs, potential for a career in journalism, and academic record.

The deadline for filing applications with the program director is April 1. Application forms may be obtained by contacting the program office. Applicants must submit samples of their written work, a narrative statement on why they feel qualified and want to enroll in the program, three references, and undergraduate transcripts. Applicants are required to take a literacy/competency and writing test and are interviewed by the PAR Admissions Committee, comprised of faculty and journalists.

Advising

The program director serves as principal academic advisor for PAR students, although special advising requests may be referred to other faculty members with particular expertise. After students are accepted

into the program, they should contact their academic advisors for an appointment before initial registration.

Grading Policy

PAR students must receive a grade of B or better in any required PAR course to receive credit toward the degree (grades of B- or lower will not be accepted).

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130), which is in the Academic Information for Master's Degree Students section of this catalog.

Degree Requirements

The M.A. in Public Affairs Reporting requires 40 hours of graduate-level course work. In the fall semester, students enroll in two required courses: PAR 501 (6 hours), and PAR 510 (4 hours). Students choose other courses after consultation with their academic advisor.

During the spring semester, students begin an internship, PAR 504, with an experienced professional journalist covering state government and the Illinois General Assembly. This internship course (12 credit hours) includes a weekly seminar. PAR 503 (2 hours) is also required during this semester. After consultation with an academic advisor, the student registers for other courses to maintain a full course load.

Students participate in the second phase of the internship, PAR 505, during the summer term (until July 1). This internship period is considerably more intense, as it coincides with the conclusion of the legislative session. During the six-month internship, students receive a monthly stipend and tuition waiver.

Before graduation, students must complete a professional portfolio that demonstrates mastery of public affairs journalism. The portfolio will include a variety of hard news, analyses, in-depth and feature stories the student has reported and written and that have been published or aired by a professional media outlet, along with project memos detailing the news judgments involved in reporting and writing the longer pieces.

Required Courses

PAR 501	Advanced Public Affairs Reporting	6
PAR 503	Legislative Issues	2
PAR 504	Internship I	12
PAR 505	Internship II	4
PAR 510	Developing Public Policy in Illinois	4
Electives		12
Total Hours		**40**

Public Health

Undergraduate Minor (p. 122)

Master of Public Health
MPH with Environmental Health Concentration
MPH Professional Option

Joint Graduate Degrees – MPH/MPA and MPH/HMS
Graduate Certificates - 5

www.uis.edu/publichealth/

Email: mph@uis.edu
Office Phone: (217) 206-6720
Office Location: PAC 309

Departmental Goals and Objectives

Mission: The UIS Public Health Department prepares students to become productive members of the public health community to help accomplish the Healthy People vision of healthy people in healthy communities at the local, state, national, and international levels. To accomplish this mission the department has the following four goals:

- Goal 1: Prepare students with analytical skills, cultural competence, scientific knowledge and understanding of social justice necessary for practicing the core functions of public health: assessment, policy development, and assurance.
- Goal 2: Build public health capacity through instruction and service to the university, profession and community.
- Goal 3: Work within the teacher-scholar model focusing on translating research into evidence-based public health practice.
- Goal 4: Work toward social justice to improve health equity and eliminate disparities through a diverse public health workforce represented by faculty and student diversity.

The department offers two options for graduate-level study in public health: a generalist MPH degree (MPH) with a strong interdisciplinary foundation for practice in public health, and an MPH with a concentration in Environmental Health (MPH – EH) within which a student may choose to emphasize preparation in risk assessment, emergency preparedness, or environmental health policy. The department also offers a professional option for physicians and others with earned doctorates and two options for joint study degrees: Master of Public Health with a Master of Public Administration (MPH/MPA) and Master of Public Health with a Master of Human Services (MPH/HMS). The curriculum is designed to provide students with the academic background necessary to meet core competencies in environmental and public health as published on the Public Health Department web site (www.uis.edu/publichealth/). While the department's required core courses provide the generalist background needed by all students, the concentration core in environmental health and elective courses allow students to concentrate on a particular aspect of public health. The MPH with a concentration in Environmental Health is an accredited curriculum through the National Environmental Health Science and Protection Accreditation Council (EHAC). All degrees offered by the department may be completed on campus or may be taken entirely online.

The Master's Degrees

- Generalist MPH (p. 186)
- MPH with concentration in Environmental Health (p. 188)
- MPH Professional Option (p. 188)

Admission Requirements

Applicants must submit an admission application and transcripts from previous college-level academic work to the UIS Office of Admissions. As a second part of the admissions process, applicants must submit to the department the following:

1. complete department application form with current curriculum vitae;
2. an essay addressing the areas outlined on the department application form;
3. three letters of recommendation (recommendation forms are available on the MPH website) from employers, professional peers, or educators; and
4. Graduate Record Exam (GRE) scores in the general examination.

Other aptitude tests — Medical College Admission Test (MCAT), Dental Aptitude Test (DAT), Law School Admission Test (LSAT), or the Graduate Management Admission Test (GMAT) — can be substituted by petition. Applicants with post-baccalaureate degrees are exempt from submitting GRE scores. Applicants with specialized licenses for practice in the field of public health may petition for the license to substitute for GRE scores.

Applicants must have earned a cumulative GPA of 3.0 (on a 4.0 point scale) for previous academic work, taken a statistics or biostatistics course, and completed a minimum of 30 semester hours in the natural sciences (e.g., biology, chemistry, geology, and physics) at the baccalaureate level or higher. Conditional admission is possible for those with public health or environmental health experience who are missing one or more of the conditions listed. To be fully admitted, conditionally admitted students must have a 3.0 GPA at the end of their first 12 semester hours of study and meet the required conditions. Students who take TOEFL exams must score at least the graduate level established by the UIS Office of Admissions. Students must complete all conditions within the time frame established upon admission.

Advising

Advising in the Public Health Department provides an individual approach to the academic and professional development of each student. On admission, each student is assigned a temporary advisor to assist with academic planning. Thereafter, students may choose an advisor from department faculty. Students must prepare an educational plan before registering for courses in order to map out progress through the degree consistent with career and personal goals. Students are not allowed to register until this educational plan is approved.

Grading Policy

Students must maintain a B (3.0) or better cumulative average during their course of study. A maximum of eight hours of C (2.0) grades is applicable to the degree (grades of C- or lower are not accepted), provided that a minimum GPA of 3.0 is reached at time of graduation and an approved Student Petition is on file in the Office of Records and Registration. Courses taken on a CR/NC basis will not count toward the degree. Only pre-approved 400-level courses are permitted for use toward the degree.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 130) section of this catalog.

Degree Requirements

The degree of study must be declared at the time of application. Students in the general MPH or MPH – EH take 48 semester hours of course work. The MPH/MPA joint degree requires that stduents complete 66 hours of course work. The MPH/HMS joint degree requires that students complete 68 hours of course work. The professional MPH requires students to complete 36 semester hours of course work.

Required Core Courses for all MPH Degrees

All degrees offered by the MPH department require that students complete 28 hours of core courses, including a four hour internship.

MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
MPH 581	Internship [1,2]	4
Total Hours		**28**

1. Students in the MPH/HMS joint degree may take either MPH 581 or HMS 550 to fulfill the internship requirement. 4 hours of internship must be taken in order to complete the requirements.
2. Students may petition to use PAD 561 as 1 Hr. toward the Internship requirement.

Master's Closure

Students in all degree programs offered through the department take a comprehensive written examination based on a case study with questions designed to test students' ability to integrate the knowledge and skills they have gained from the core curriculum. A student takes the public health comprehensive exam during his/her last semester of study. If the last semester falls during the summer semester, a student may petition to take the comprehensive exam during the prior spring semester. A student must complete all core courses (except the internship) prior to taking the comprehensive exam, but may take the exam concurrently with electives or the internship during the last semester of study. The student must successfully complete the exam within one year after completing course work for the degree. Students who do not successfully complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam. Students must pass the exam within one year of completing course work.

All degrees offered by the department may be completed on campus or may be taken entirely online.

- MPH/HMS Joint Degree (68 hours) (p. 189)
- MPH/MPA Joint Degree (66 hours) (p. 190)

Contact Information
Phone: (217) 206-6720
Email: mph@uis.edu
Website: www.uis.edu/publichealth/

Graduate Certificates

The Public Health Department offers five graduate certificates for specialized study in public health. These certificates, all of which are available either on-campus or online, may be taken by either degree or non-degree seeking students (except as noted below) interested in advanced preparation in:

- Community Health Education (p. 187)
- Emergency Preparedness and Homeland Security (p. 187)
- Environmental Health (p. 187)[1]
- Epidemiology (p. 188)
- Environmental Risk Assessment (p. 188)

1 Students interested in a graduate public health degree with an environmental health emphasis must apply for the MPH with a concentration in Environmental Health (MPH-EH), and are ineligible for the graduate certificate in environmental health.

These competency-based graduate certificates are designed to provide opportunities for continuing education for health professionals without formal public health training, for those interested in life-long learning, and for mid-career professionals. Certificate course work may be taken by either a non-degree seeking student or in conjunction with other graduate work. Course work may be applied to the MPH general degree or the MPH degree with a concentration in Environmental Health. Similarly, students in the MPH degree programs may apply course work toward obtaining one or more of the certificates; however, students in the general MPH or MPH–EH degrees are ineligible for the environmental health certificate. Students currently enrolled as MPH majors must file an application with the Office of Admissions to pursue a graduate certificate. There is no additional fee for enrolled MPH majors to apply for a graduate certificate program.

Entrance Requirements

The program requires formal application for admission to the University (accompanied by official transcripts) followed by review of the application by faculty of the Department of Public Health. The department faculty will provide academic advising to certificate students.

Individuals who have bachelor's degrees from accredited colleges and universities are eligible to apply to the certificate programs. A background in the biological sciences demonstrated by transcript credit of at least three semester hours is required, along with a strong science background desirable. Admission will be based on a cumulative GPA of 3.0 on a 4.0- point scale, or a 2.75 or better with documentation of substantial professional experience in the field of the certificate.

Individuals wanting to apply the certificate work to a graduate degree in public health must also meet all entrance requirements for degree study (refer to the Master's in Public Health section of this catalog). In addition, they must formally apply for admission to the graduate degree.

Fees and Completion

Students completing certificate course work must submit a completed education plan for signature of the advisor and the department chair. Students must complete the certificate course work with a B (3.0) or better average. One C (2.0) grade per certificate may be applied if a student has received a final GPA of at least 3.0 for certificate course work.

In addition to tuition, there is a $25 fee at the time of certificate completion to cover administrative costs. The administrative fee will be charged at the time the student applies for graduation.

Generalist MPH

Required core courses (28 hours) and at least one course from each of the elective categories (20 hours):

Core Courses		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
MPH 581	Internship [1,2]	4
Concentration Requirements		
Select one course from each of the following categories:		20
Emerging Issues		
MPH 471	ECCE: Emerging Diseases [3]	
MPH 478	ECCE: Crisis in Environmental Health	
MPH 486	ECCE: Solid and Hazardous Wastes Policy	
MPH 526	Risk Management and Communication	
MPH 535	Public Health in the Political Arena	
Advanced Epidemiology		
MPH 512	Epidemiology of Infectious and Chronic Diseases	
MPH 514	Analytical Epidemiology	
Analytical Tools		
ENS 404	Fundamentals of Geographic Information Systems	
MPH 508	Program Evaluation for Public Health	
MPH 527	Environmental Risk Assessment	
MPH 575	Health Economics	
Social Determinants		
MPH 402	ECCE: Food, Health, and Public Policy	
MPH 408	ECCE: Addiction	
MPH 438	ECCE: Monsters, Medicine, and Myths	
MPH 441	Human Well Being [3]	
Additional Elective		
Select one course [4]		
Total Hours		**48**

1 Students in the MPH/HMS joint degree may take either MPH 581 (http://catalog.uis.edu/search/?P=MPH%20581) or HMS 550 (http://catalog.uis.edu/search/?P=HMS%20550) to fulfill the internship requirement. 4 hours of internship must be taken in order to complete the requirements.

2 Students may petition to use PAD 561 (http://catalog.uis.edu/search/?P=PAD%20561) as 1 Hr. toward the Internship requirement.

3 MPH students must select the 4-hour option for this course to meet degree requirements.

4 One additional elective may be selected from any graduate course taught by the department or campus, in consultation with and approval by the academic advisor. The student's career path should be considered for best selection of this elective.

Graduate Certificate in Community Health Education

This certificate is available online and on-campus.

Students completing this certificate will be able to apply theoretical foundations of health education to communicate effectively with various audiences in the community. The certificate requires successful completion of course work in each of these areas:

MPH 441	Human Well Being	4
MPH 506	Community Health Research [1]	4
MPH 508	Program Evaluation for Public Health [2]	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
Total Hours		**20**

1 This course has a prerequisite of an upper-level statistics or biostatistics course with a grade of B- (2.7) or better earned within the last three years. Students may use MPH 503 (4 hours) to fulfill this prerequisite.

2 This course has a prerequisite of MPH 506 which must be taken first.

Students may also be interested in taking MPH 526.

Graduate Certificate in Emergency Preparedness and Homeland Security

This certificate is available both online and on-campus.

The Graduate Certificate in Emergency Preparedness and Homeland Security (EPHS Certificate) is a 20-hour interdisciplinary certificate program. Courses for the certificate are offered by all College of Public Affairs and Administration programs: Criminal Justice, Environmental Studies, Legal Studies, Political Science, Public Administration, and Public Health.

The EPHS certificate provides interdisciplinary professional education to the administrators of governmental agencies and others who need to enhance their skills and abilities. This audience may include individuals in law enforcement and fire departments administration, public health agencies, health care providers, and people in private industry. This unique program provides post-bachelors education for administrators rather than training for first responders.

Students take three core courses and two elective courses to extend these skills to one or two disciplinary areas. The electives have been chosen to include courses on salient issues of public policy influenced by recent challenges in emergency preparedness and homeland security.

Required Core Courses [1]		
MPH 526	Risk Management and Communication	4
MPH 527	Environmental Risk Assessment	4
MPH 508	Program Evaluation for Public Health [2]	4
or PAD 533	Program Evaluation	
Elective Courses [3]		
Select two of the following:		8
MPH 449	Environmental Toxicology	
MPH 450	ECCE: Chemicals and the Citizen	
MPH 471	ECCE: Emerging Diseases	
MPH 478	ECCE: Crisis in Environmental Health	
CRJ 416	Law Enforcement Challenges: Terrorism	
CRJ 447	Investigative Concepts and Analysis	
LES 525	Health Law	
PAD 536	Intergovernmental Relations	
PSC 420	National Security Issues and the U.S. Constitution	
PSC 470	Terrorism and Public Policy	
Total Hours		**20**

1 The three required core courses for the certificate provide students with the opportunity to gain substantial graduate-level expertise in risk assessment, risk communication, and program evaluation.

2 MPH 508 has prerequisites of MPH 503 and MPH 506 which must be taken first and in that order. Students with different course work in statistics and research methods may petition to substitute that course work for these prerequisites.

3 Students must take at least two four-hour electives from a list of 400- and 500-level courses from participating departments. Students selecting a three-hour elective must take an additional elective for the certificate. Students may select the electives, in consultation with their advisor, from the following courses (other electives may be considered).

Graduate Certificate in Environmental Health

This certificate is available online and on-campus.

Students completing this certificate will have basic skills necessary to understand the scope, values, goals and potential of environmental health and protection. This certificate will help prepare students who plan to sit for the Licensed Environmental Health Practitioner exam. The certificate requires successful completion of course work in each of these areas:

MPH 449	Environmental Toxicology	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 527	Environmental Risk Assessment	4
Total Hours		**16**

Students enrolled in the general MPH or MPH with Environmental Health concentrations may not receive the Environmental Health certificate.

Graduate Certificate in Environmental Risk Assessment

This certificate is available online and on-campus.

Risk assessment is a frequently used tool in environmental analysis. This certificate is for students who wish to acquire a level of competency in this science. The sequence of course work is technically oriented to provide students with the professional education necessary to perform introductory-level risk assessment in their workplaces. Students learn to relate risk assessment methodologies, procedures, and results to environmental health policies.

To receive a certificate, students must take three core courses and complete the risk assessment practicum, for a total of 16 credit hours.

MPH 527	Environmental Risk Assessment [1]	4
MPH 528	Risk Assessment: Air, Land, and Water [1]	4
MPH 529	Risk Assessment Practicum [1]	4
MPH 575	Health Economics	4
Total Hours		**16**

1 *Students must take MPH 527, MPH 528, and* MPH 529 *in sequence. Students may want to continue with the additional risk/decision theory course MPH 526.*

Sponsored, risk-based research opportunities at state and federal facilities are available for those seeking independent research experiences.

Graduate Certificate in Epidemiology

This certificate is available online and on-campus.

Students completing this certificate will develop analytic and computer skills to quantitatively relate epidemiologic theories necessary for specialized roles for public health practice, such as for infectious disease epidemiology. The certificate requires successful completion of course work in each of these areas:

MPH 503	Biostatistics for the Health Professional	4
MPH 511	Foundations Of Epidemiology	4
MPH 512	Epidemiology of Infectious and Chronic Diseases	4
MPH 514	Analytical Epidemiology	4
ENS 404	Fundamentals of Geographic Information Systems	4
or MPH 575	Health Economics	
Total Hours		**20**

MPH Professional Option

The MPH professional option provides an opportunity for physicians and others with earned doctorates and at least one year of health-related experience to earn an MPH degree at UIS. The option requires completion of the 28 hours of core courses including the internship and 8 hours of general electives (36 hours total). Other applicants may be eligible for admission to this option and will be considered by the admissions committee on a case-by-case basis. Included are:

1. those currently enrolled in a physician residency-training program, and
2. those who are in the process of completing a doctoral-level, health-related degree and who have at least one year of health-related experience.

Interested applicants should contact the MPH Department for information about the application process.

Core Courses		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
MPH 581	Internship [1,2]	4
General Electives		8
Total Hours		**36**

1 Students in the MPH/HMS joint degree may take either MPH 581 (http://catalog.uis.edu/search/?P=MPH%20581) or HMS 550 (http://catalog.uis.edu/search/?P=HMS%20550) to fulfill the internship requirement. 4 hours of internship must be taken in order to complete the requirements.

2 Students may petition to use PAD 561 (http://catalog.uis.edu/search/?P=PAD%20561) as 1 Hr. toward the Internship requirement.

MPH with Concentration in Environmental Health

Required core courses (28 hours) and required Environmental Health concentration core (8 hours), as well as 12 hours of Environmental Health concentration electives which are selected from one of three options detailed below.

Core Courses		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
MPH 581	Internship [1,2]	4
Environmental Health Concentration Core		
MPH 449	Environmental Toxicology [3]	3-4
MPH 527	Environmental Risk Assessment	4
EH Concentration Electives		
Select one of the following options:		12
Option 1 [4]		
MPH 526	Risk Management and Communication	
MPH 528	Risk Assessment: Air, Land, and Water	

MPH 575	Health Economics	
Option 2 [5]		
MPH 478	ECCE: Crisis in Environmental Health	
MPH 526	Risk Management and Communication	
MPH 508	Program Evaluation for Public Health	
or PAD 533	Program Evaluation	
Option 3		
Select three of the following:		
ENS 485	Environmental Policies: Water Quality	
MPH 482	Food Safety Practice and Policy [3]	
MPH 484	ECCE: Environmental Policies: Air Quality [3]	
MPH 486	ECCE: Solid and Hazardous Wastes Policy	
MPH 488	Occupational Safety and Health Policy [3]	
Total Hours		**48**

1. Students in the MPH/HMS joint degree may take either MPH 581 (http://catalog.uis.edu/search/?P=MPH%20581) or HMS 550 (http://catalog.uis.edu/search/?P=HMS%20550) to fulfill the internship requirement. 4 hours of internship must be taken in order to complete the requirements.
2. Students may petition to use PAD 561 (http://catalog.uis.edu/search/?P=PAD%20561) as 1 Hr. toward the Internship requirement.
3. MPH students must select the 4-hour option for this course to meet degree requirements.
4. Students in this option may want to also take MPH 529 to qualify for the Risk Assessment Certificate.
5. Students in this option are eligible to apply for a Certificate in Emergency Preparedness and Homeland Security.

MPH/HMS Joint Degree

The MPH/HMS joint degree is a sixty-eight (68) credit hour master degree option that requires students to take thirty-two credit hours from both departments, plus a four hour internship from one of the departments. Students take core classes from both MPH and HMS, as well as elective courses. Closure exercises from both departments are required. Students must apply to both graduate departments to be eligible for the joint degree. All prerequisites from each department apply. Students are assigned an academic advisor in both departments.

Core Requirements		
MPH Core Courses		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
HMS Core Courses		
HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
Internship Requirement		
MPH 581	Internship [1]	4
or HMS 550	Internship	
Elective Courses		
MPH Electives		8
Select any MPH 500-level course [2]		
HMS Electives		12
Select three courses from one of the following concentrations:		
Alcohol and Substance Abuse (blended curriculum)		
HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 527	Assessment and Treatment of Substance Abuse	
HMS 528	Dual Diagnosis and Relapse Prevention	
Child and Family Studies (blended curriculum)		
HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 533	Child Abuse And Neglect	
HMS 537	Treating Children from Diverse Populations	
HMS 567	Family Dynamics and Intervention	
Gerontology (blended curriculum)		
HMS 508	Psychology Of Aging	
HMS 529	Perspectives on Aging	
HMS 538	Social Services Administration	
HMS 563	Sociology of Death, Dying, and Bereavement	
HMS 582	Aging And The Human Services	
HMS 588	Grant Writing in Human Services	
Social Service Administration (online curriculum)		
HMS 514	Staff Development and Supervision	
HMS 538	Social Services Administration	
HMS 584	Introduction to Nonprofit Management	
HMS 588	Grant Writing in Human Services	
BUS 541	Organizational Behavior	
PAD 502	Organization Dynamics	
PAD 505	Human Resource Management	
PAD 543	Marketing for Public and Nonprofit Organizations	
PAD 544	Fund Raising for Public and Nonprofit Organizations	
Closure Requirement		
MPH Closure [3]		0
HMS Closure		
HMS 585	HMS Capstone	4
Total Hours		**68**

1. Students in the joint MPH/HMS degree are required to complete 400 contact hours for the internship.
2. The 8 hours of electives in MPH may be selected from any MPH 500-level course in consultation with an approval by the academic advisor. The student's career path should be considered for the best selection of these electives.

[3] Students complete the MPH comprehensive examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

MPH/MPA Joint Degree

Joint Degree Option - MPH/MPA

The MPH Department and the UIS Public Administration Department have established a joint degree in accordance with university policy. Students interested in this joint degree can contact either the MPA or MPH office. This joint degree requires two separate program applications. Students must meet entrance requirements for each. Students may complete a joint degree with a total of 66 credit hours, compared to a total of 88 for the two degrees separately. Students pursuing this joint degree will be required to complete an appropriate closure exercise in each of the two degree organizations. Upon completion, one diploma will be granted.

MPA Degree Requirements

Core Requirements

Core Requirements		
PAD 501	Introduction to the Profession	3
PAD 502	Organization Dynamics	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers	3
PAD 507	Information for Decision Making	3
Select one of the following:		3
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	
PAD 553	Community Planning and Policy	
Electives		
Select 6 hours of 400- or 500- level PAD courses [2]		6
Closure Exercise		
PAD 571	Capstone Seminar	3
Total Hours		**30**

[2] Note that if PAD 531, PAD 533, or PAD 553 was taken to satisfy the quantitative core requirement elective, it cannot count in this elective category.

MPH Degree Requirements

Core Requirements		
MPH 503	Biostatistics for the Health Professional	4
MPH 506	Community Health Research	4
MPH 511	Foundations Of Epidemiology	4
MPH 521	Environmental and Occupational Health	4
MPH 531	Public Health Policy and Administration	4
MPH 561	Community Health Education	4
MPH 581	Internship	4
Electives		
Select 8 hours of electives in MPH [3]		8
Closure Exercise		
MPH Comprehensive Examination [4]		0
Total Hours		**36**

[3] The 8 hours of electives in MPH may be selected from any MPH 500-level course in consultation with and approval by the academic advisor. The student's career path should be considered for the best selection of these electives.

[4] Students complete the MPH comprehensive examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

Financial Assistance for Master's Degree Students

Graduate Assistantship (GA) Program (p. 191)
Graduate Public Service Internship (GPSI) Program (p. 191)
Illinois Legislative Staff Intern Program (ILSIP) (p. 191)
Public Affairs Reporting (PAR) Scholarships (p. 192)
Whitney M. Young (WMY) Graduate Fellowship (p. 192)

UIS provides or coordinates many paid internship opportunities and scholarships for graduate students. For additional information on merit and need-based financial assistance for graduate and undergraduate students, refer to the section in this catalog entitled "Financial Assistance for ALL Students." (p. 15)

Graduate Assistantship (GA) Program

The University of Illinois at Springfield awards more than seventy graduate assistantships to qualified students each year. The program is highly competitive and is designed

1. to recruit outstanding and promising students to graduate study, with special attention to access and equal opportunity policies,
2. to provide graduate-level learning experiences through a supervised assignment,
3. to provide support that enables students to complete their graduate degree on time, and
4. to provide UIS with limited support services in selected programs and areas.

Assistantships are categorized into four types: Graduate Assistantships, Graduate Teaching Assistantships, Graduate Research Assistantships, and Pre-professional Graduate Assistantships. Preference will be given to students who have not previously received a master's degree. The annual application deadline is **March 15**. In order to be eligible for consideration, applicants must be admitted, either fully or conditionally, into a UIS graduate degree program. To facilitate file completion and admission, applicants are strongly encouraged to initiate the application process at least two months prior to the graduate assistantship application deadline. Files completed after March 15 will be added to the pool of eligible applicants after the first round selection process is completed.

Assistants receive a monthly stipend (taxable income) and work 20 hours per week during the academic year. During each fall and/or spring semester assistants receive a tuition and service fee waiver. Assistants serving at least one full semester during the regular academic year are eligible for a tuition and service fee waiver for up to six semester hours in the subsequent summer term. The maximum tuition waiver for the academic year is 30 hours.

For more information, including complete application instructions, and to complete the online application, please visit the GA website at www.uis.edu/graduateassistantships/. You may also contact the Graduate Assistantship Office via email at gaprog@uis.edu, (gaprog@uis.edu) by telephone at (217) 206-6544, or visit the office located in PAC 518.

Graduate Public Service Internship Program

Located within the Center for State Policy and Leadership, the Graduate Public Service Internship Program (GPSI) is ranked as one of Illinois' premier governmental internship programs. For over 40 years this program has provided graduate students with the opportunity to simultaneously begin a professional career while earning a master's degree from the University of Illinois at Springfield. The program is open to students from all academic backgrounds, including those who have already earned an advanced degree.

The program is comprised of a 21-month internship placement at a participating agency for full-time UIS graduate students. During the academic year (August 16 - May 15), interns work 20 hours per week for a stipend of $1,175 per month and work full-time during the intervening summer term (May 16 - August 15) for a stipend of $2,350 per month. Additional benefits include nine credit hours of tuition waiver for the fall and spring terms, an optional four-hour tuition waiver for the summer term, $300 per fiscal year for professional development activities, and a $250 student fee waiver for the fall and spring semesters.

GPSI is a competitive internship program; therefore, completing the application process does not guarantee a placement. For first-round interview consideration, the deadline for file completion is **March 15**. "File completion" means that the application, resume, educational goal statement, three reference letters, and notice of graduate admission are on file in the GPSI office. An optional component to the GPSI file completion process is submission of a signed FERPA GPA Release Form for applicants who wish to share their cumulative GPA with prospective agency supervisors. Placements begin August 16. Applicants are strongly encouraged to initiate the application process at least two months prior to the GPSI application deadline of March 15.

For additional information, including complete application instructions, and to complete the online application, visit the GPSI website at www.uis.edu/graduateinternprograms/. You may also contact the Office of Graduate Intern Programs by telephone at (217) 206-6158, by email at GPSImail@uis.edu, or visit the office in BRK 475.

Illinois Legislative Staff Intern Program

Celebrating a more than 50 year history and recognized as one of the top legislative internship programs in the United States, the ILSIP program provides graduate level applicants with a pre-professional experience working full-time with the Illinois legislature. Benefits include a monthly stipend of $2,026 along with 8 hours of graduate credit in political science over the course of two semesters. Tuition and fees, including student health insurance, are covered along with any textbooks required for the academic seminar.

The program offers 24 internship opportunities with one of four leadership staffs of the General Assembly or with the Illinois Legislative Research Unit. Internships begin on August 16 and continue through June 30 of the following year.

To be eligible, applicants must complete a baccalaureate degree in any academic discipline prior to the start of the internship and

demonstrate a high-quality undergraduate academic record. Applications are due **March 1** each year.

For materials and further information, contact the Illinois Legislative Staff Intern Program via telephone at (217) 206-6579, via email at bvand1@uis.edu, or visit the program website at www.ilsip.uis.edu/.

Public Affairs Reporting Scholarships

Several scholarship programs are earmarked for graduate students in the Public Affairs Reporting program. The annual awards are based on academic achievement, financial need, and potential for a career in journalism. They are the:

- **James E. Armstrong Scholarship** established in memory of the late publisher of the *Illinois State Register* and the *Illinois State Journal*, predecessors of the *State Journal-Register* in Springfield.
- **Milton D. Friedland Communications Scholarship** established in memory of the late founder and general manager of WICS-TV, NewsChannel 20 in Springfield, and former community relations associate for the campus.
- **Steven B. Hahn Reporting Scholarship** established by his parents in his memory. Hahn was a legislative correspondent for the *State Journal-Register* and United Press International.
- **Robert P. Howard Scholarship**, established by friends in memory of the late capitol correspondent for the *Chicago Tribune*, and author of *Illinois, A History of the Prairie State*.
- **Douglas H. Pokorski Scholarship** established by his family and friends in memory of the veteran reporter who covered higher education and cultural affairs for the *State Journal-Register*.
- **Illinois Legislative Correspondents Association (ILCA) / Miller and Heinecke Scholarship** established in honor of Burnell A. Heinecke who was a former *Chicago Sun-Times* Statehouse correspondent and former president of the ILCA, the late Bill Miller who was the former director of the UIS PAR program and a founding member of the Illinois News Broadcasters Association, and deceased ILCA members.
- **Thom M. Serafin Public Affairs Reports Scholarship** made possible through a gift from Thom Serafin, a 1974 PAR graduate whose distinguished career includes founding and serving as CEO of Serafin and Associates, Inc., serving as press secretary for several national-level political campaigns, serving on the Washington D.C. staff of U. S. Senator Alan Dixon, and most recently serving as a Chicago-based political and public relations consultant.
- **PAR Memorial Scholarship** established by Robert Springer and his wife, Barbara J. Hipsman Springer, both graduates of the UIS PAR program, and professors at Kent State University's School of Journalism and Mass Communication.
- **Valerie Wiener Award** made possible through a gift from Valerie Wiener, a member of the Nevada state senate and founder/CEO of her own consulting firm specializing in media relations, positioning strategies, and power presentations.
- **Vu Nguyen Scholarship** established in memory of Vu Nguyen, a 2008 PAR graduate who served as an education reporter for the *Daily Breeze* in Torrance, CA.
- **Mary and Jim Beaumont Public Affairs Reporting Scholarship** established by Mary and Jim Beaumont. Mary has a graduate degree in Communication from UIS and Jim has a graduate degree in Public Affairs from UIS.

For more information, contact the Director of the Public Affairs Reporting program via telephone at (217) 206-7494, or by email at PAR@uis.edu. You may also visit the PAR program web site at, www.uis.edu/publicaffairsreporting/, or the PAR Scholarship web site at, www.uis.edu/development/choose/par/#public/.

Whitney M. Young Fellowship Program

This program is a memorial to the late Whitney M. Young, Jr., former executive director of the National Urban League, educator, and social activist. The program is aimed at helping the campus to achieve a rich and diverse educational environment by increasing the opportunities in graduate education for highly self-motivated students who are underrepresented in graduate study at UIS. This includes but is not limited to ethnic/racial minorities, first-generation college students, and students from disadvantaged backgrounds. The Fellowship program is designed to complement graduate work with civic engagement in public affairs projects.

Fellows receive a monthly financial stipend for the nine-month contract period, and a tuition waiver during the fall and spring semesters. Fellows may be eligible for a tuition waiver of up to six semester hours for one summer semester. Fellows must maintain a cumulative GPA of 3.0, as well as fulfill all other requirements of the Fellowship Program. The annual application deadline is **March 1**. For more information, including complete application instructions, and to download a copy of the application, visit the WMY website at www.uis.edu/wmy/.

You may also contact the Whitney M. Young Fellowship Program via email at gaprog@uis.edu, or by telephone at (217) 206-6544.

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LEADERSHIP lived

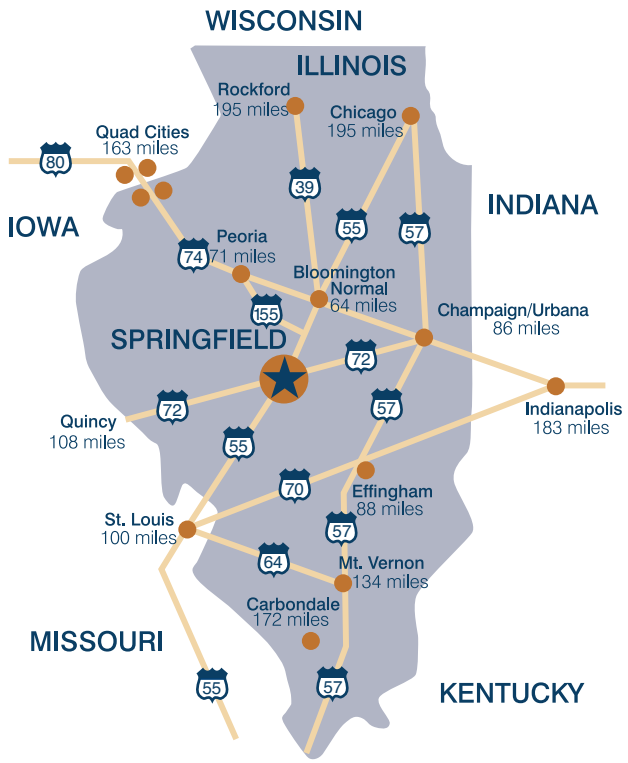
Do research with your professors!

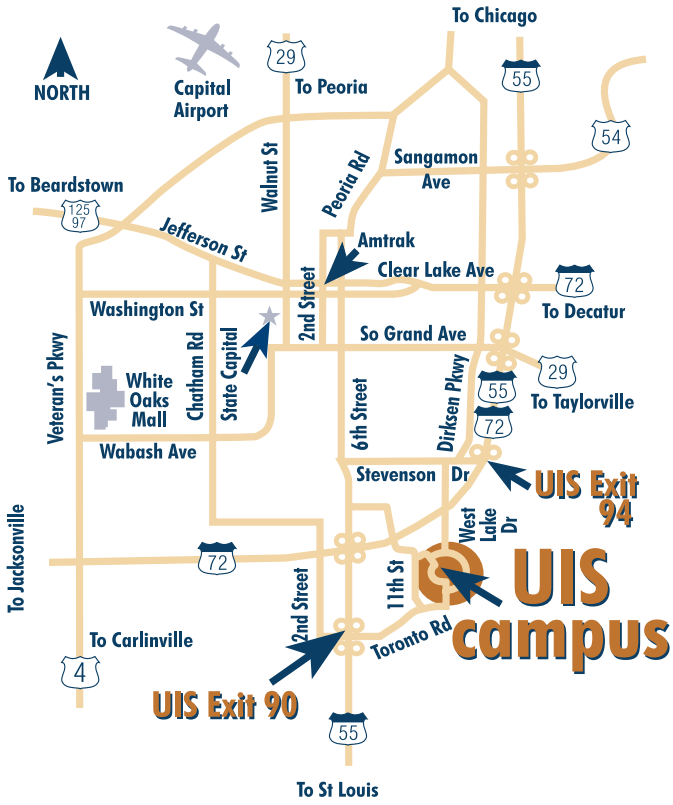
UIS offers abundant opportunities to collaborate with fellow students and professors, even members of the Springfield area business community. Chemistry major Dyllan Tiburzi '14 is helping Professor Layne Morsch develop new methods for making chemistry environmentally friendly and using technology to promote sustainability.

Leadership is lived at UIS.

UIS Admissions • (217) 206-4847 • (888) 977-4847
Admissions@uis.edu • www.uis.edu/admissions/

UNIVERSITY OF ILLINOIS SPRINGFIELD





Visit UIS!

Academic/Administrative Buildings

1. WUIS - Radio Station WUIS Building
2. SLB - Student Life Building
3. BSB - Business Services Building
4. VPA - Visual and Performing Arts
5. SAB - Student Affairs Building
6. HRB - Human Resources Building
7. BRK - Brookens Library
8. HSB - Health and Sciences Building, including Visual Arts Gallery
9. PAC - Public Affairs Center, including Sangamon Auditorium and Studio Theatre
10. UHB - University Hall Admissions, Records & Registration, and Financial Assistance located on the first floor

Student Housing

11. LRH - Lincoln Residence Hall
12. SFL - Sunflower Court
13. CLV - Clover Court
14. BBL - Bluebell Court
15. LKR - Larkspur Court
16. PRL - Pennyroyal Court
17. FXG - Foxglove Court
18. MRG - Marigold Court
19. TRL - Trillium Court
20. HBC - Homer L. Butler Commons (Housing Office)
21. Founders Residence Hall

Campus Buildings

22. Strawbridge-Shepherd House
23. Kiwanis Stadium
24. CCR - Child Care Center
25. PDB - Police Department
26. REC - Recreation and Athletic Center
27. Softball Complex

- Public Parking
- Emergency Phones
- Bus Stop
- UIS Bookstore
- Baseball Diamond
- UIS Restored Prairie