Graduate Programs

Graduate Degrees Offered
The University of Arkansas at Monticello offers the following master's degree programs:

School of Arts and Humanities
Master of Fine Arts in Creative Writing (M.F.A.)

School of Education
Master of Arts in Teaching (M.A.T.)
Master of Education (M.Ed.)
Master of Education in Educational Leadership (M.Ed.)
Master of Physical Education and Coaching (M.P.E.C.)

School of Forest Resources
Master of Science in Forest Resources (M.S.)

Admission Requirements
The University of Arkansas at Monticello admits both degree seeking and non-degree seeking graduate students. All graduate students must first be admitted to the university, while degree-seeking students must also be admitted to a specific graduate program. It is important to note that acceptance to the university for graduate study does not guarantee acceptance to a specific graduate degree program.

Admission to the University
All students must meet the admission requirements to the University of Arkansas at Monticello before they may enroll in graduate classes. Admission to the university does not guarantee acceptance to a specific graduate degree program.
Regular Admission
Requirements for unconditional admission to the university are:
• a baccalaureate degree from an accredited institution;
• a minimum cumulative grade point average of 2.50 or better;
• proof of required immunization; and
• completion of selective service statement.

Provisional Admission
Provisional admission may be extended to students who have not completed the university admission process at the time of registration. Official transcripts, proof of immunization, and all other required documentation must be submitted by the 15th class day of a spring or fall semester and by the 5th class day of a summer term. Students who do not meet the deadline may be administratively withdrawn from classes by the Registrar with no refund of tuition and fees, and the student will be ineligible to register provisionally for a future semester. Financial aid may also be affected. Questions about provisional admission should be directed to the Office of Admissions or the Office of the Registrar.

Probationary Admission
Applicants who do not meet the minimum grade point average of 2.50 may petition to the Graduate Council for probationary admission. Probationary admission will allow a student to enroll in up to 6 hours of graduate course work. To continue enrollment in graduate classes, a student admitted on probationary admission must complete all registered graduate coursework with a grade point average of 3.00 or better.

International Applicants
International applicants must provide the following to be admitted to the university:
• official Test of English as a Foreign Language (TOEFL) results with a minimum score of 550 (paper based) or 213 (computer-based); or 80 internet-based; and
• supporting documents required to receive an I-20.

Admission to a Degree Program
In addition to being admitted to the University, all students seeking admission to a specific graduate degree program must apply and be admitted to that program of study. Admission requirements for each degree program are listed under their academic unit's section of the catalog and on each graduate program's website. Acceptance into a specific graduate degree program is not guaranteed and is subject to each unit's graduate admission requirements and policies.

Application Process
Application to the University
An application for admission to the university may be obtained by contacting the UAM Office of Admissions or at the Office of Admissions' website. Submission of official transcripts is required.
Graduate Programs

Enrollment Limits for Non-Degree Seeking Students

Non-degree seeking graduate students will be allowed to take no more than 6 hours of coursework from any graduate degree program of study prior to being fully admitted to that graduate degree program. Credits completed by non-degree seeking students at UAM may be transferred towards a degree program subject to the specific program’s degree program committee, the graduate coordinator, and the dean of the school.

Inactive Students

A graduate student who has not been enrolled for one semester or more will be classified as inactive. To resume graduate study, the student must reapply for admission to the university and their specific graduate program. Refer to individual graduate program requirements.

Course Loads and Course Work

The maximum course load is 12 credit hours during the spring or fall semesters and 6 hours for each summer session. To be considered full-time status during the academic year, graduate students must enroll in 6 hours during the fall and spring semester. Students who hold a graduate assistantship must enroll for a minimum of 6 hours during the fall and spring semesters. Students who hold assistantships should refer to their specific degree programs for enrollment requirements.

Normally, courses older than six 6 years will not apply to a graduate program of study. Acceptance of courses older than six years must be appealed to the Graduate Council.

Independent Study

A graduate student’s intellectual growth can be enriched when he/she is engaged in independent study.

Independent initiative courses may require extensive independent initiative, research, formal written reports and regular conferences with the instructor. A detailed description of the independent initiative and its requirements must be submitted for approval to the instructor, graduate coordinator, dean/chair, and Vice Chancellor for Academic Affairs/Graduate Dean. A student may complete only one independent study course each semester. Independent study should not duplicate existing courses in the academic catalog.

Only students who have been admitted to a degree program will be eligible for independent study. Normally, a maximum of six hours of independent study may apply to a degree program.

Professional Development Courses

Courses offered specifically for the purpose of professional development are designated with a PD course prefix. These courses focus on the exact skill development needed by the professional that is relevant for a specific need and purpose. PD courses are not transferable into a master’s degree graduate program of study at the University of Arkansas at Monticello.

Grades and Academic Status

Final Grades for courses are A, B, C, D, F, CR, or I. These grades indicate the following:

A--Excellent graduate work
B--Good graduate work
C--Marginal graduate work
D--Poor graduate work
F--Failing graduate work
CR--Credit
I—Incomplete

No credit is earned for courses in which a grade of “D” or “F” is recorded and courses must be repeated with a satisfactory grade for earned credit. An “I” may be assigned to a student who has circumstances that have prevented completion of all work and the work completed is of passing quality. The course requirements must be completed by the deadline set by the instructor for the “I” to be changed to a grade. If the requirements are not met by the deadline, the “I” will be changed to an “F”. Students whose grade record includes three courses in their approved graduate program of study with grades of “C” or lower will be dismissed from their graduate program.

Advisement Reports

Prior to the completion of 15 graduate-level hours, graduate students must have an advisement report on file in the Office of the Registrar. Graduate students who have completed 15 graduate-level hours must have a signed advisement report on file to register for the next enrollment period. Advisement reports must include the signature of the student, advisor, graduate coordinator, Dean, and Registrar.

Undergraduate Students Enrolling in Graduate Courses

Qualified undergraduate students may be permitted to enroll in graduate courses for either undergraduate or graduate credit within the following guidelines. Only undergraduate students within 30 hours of graduation may petition to enroll in graduate courses through the Vice Chancellor for Academic Affairs/Graduate Dean. A minimum cumulative grade point average of 3.00, approval by the course instructor, faculty advisor, graduate coordinator, and consent of the dean or chair of the offering unit must be presented as part of the petition. When circumstances warrant, upon petition from the student, the Graduate Council may authorize awarding graduate credit. An undergraduate student enrolling in graduate courses for graduate credit may not apply such credits to undergraduate degree requirements.

Academic Conduct Code

Academic dishonesty involves any act that undermines the professional standards and integrity of the academic programs at the University of Arkansas at Monticello. Academic dishonesty includes, but is not limited to: A) cheating, B) plagiarism, and C) mis-
use of university documents.

Academic dishonesty is considered unsatisfactory progress and may result in an “F” grade(s), withdrawal from a course(s), dismissal from the UAM Graduate School and/or from the graduate degree program. The level of penalty is determined by the faculty member, advisor, school dean, and Vice Chancellor for Academic Affairs/Graduate Dean.

Dismissal

Any graduate student whose course work is unsatisfactory or who violates good student conduct or campus employment rules may be dismissed from graduate courses or graduate programs.

Policy and Regulation Changes

The university reserves the right to change any other regulations affecting the student body. Changes shall become effective whenever the proper authorities so determine and shall apply not only to prospective students but also to those currently enrolled in the university.

Graduation Under a Particular Catalog

Students have a maximum of six years to graduate under the catalog in effect at the time of their admission to a specific graduate program.

Students have the following two options: 1) abiding by the requirements of the UAM catalog in effect at the time of their original enrollment, or 2) abiding by a more current active UAM catalog, as long as they were enrolled at UAM during the period that the catalog was in effect. Changes in academic programs or actions taken by authorities external to the university (e.g., accrediting agencies or state agencies) may make it necessary for a student to move to a more recent catalog.

Second UAM Master’s Degree

A maximum of 12 semester hours, but not more than one third of the total course requirements of the second UAM master’s degree, may be fulfilled by coursework completed for a previous UAM master’s degree.

Courses applied to a second UAM master’s degree program from another completed UAM master’s degree program must be specifically approved by the student’s major advisor, graduate coordinator, school dean, and the Dean of the Graduate School.

Appeals of Academic Policy

Appeal rights are open to all students in graduate programs. Appeals should be initiated through the graduate student’s advisor and pursued with the school dean, Vice Chancellor for Academic Affairs/Graduate Dean, and the Graduate Council.

Commencement

All graduate course and thesis requirements must be satisfactorily completed prior to participation in commencement. Graduate students lacking other degree requirements may complete a “Graduate Request for Participation in Commencement” form in the office of the graduate dean. All requests for participation in commencement will be considered on an individual basis.

Arts and Humanities

Graduate Faculty

Professors Matthews, Moore, Spencer (Dean), Stewart; Associate Professors Borse, Payne (MFA Director), and Walter.

Mission Statement

The School of Arts and Humanities offers the Master of Fine Arts in Creative Writing (http://www.uamont.edu/arts_and_Humanities/mfa/index.htm) to provide opportunity to talented and highly self-disciplined individuals to earn an MFA tailored to fit their lifestyles, interests, and goals and to develop their creative writing, critical thinking, and literary analysis skills to an exemplary level through study under successful and dedicated writer-teachers from a range of backgrounds and aesthetic perspectives.

The mission of the MFA program is directly related to the mission of the university in that it enhances individuals’ abilities to think creatively and critically, to effectively communicate, to be technologically literate, to appreciate and contribute to the cultures of their communities and beyond, and to possess awareness and sensitivity to global issues.

Expected Student Learning Outcomes

A graduate of the Master of Fine Arts in Creative Writing from the University of Arkansas at Monticello will demonstrate:

A broad knowledge of literary history, particularly in the student’s genre.

A depth of knowledge regarding modern and contemporary literary works, particularly in the student’s genre.

The ability to interpret and evaluate sophisticated literary works, particularly in the student’s genre.

The production of creative work of a quality making it competitive for publication in national journals and with national publishing houses.

Admission Requirements

A student who is admitted to the Master of Fine Arts in Creative Writing program must:

• Hold a baccalaureate degree from a fully accredited college or university;

• Have a grade point average of 3.0 or higher;

• Submit 3 letters of recommendation from writers, editors, or educators qualified to judge the applicant’s potential for success in
Graduate Programs

a graduate online/low-residency writing program;
- Submit a creative-writing sample: Twenty pages of creative-writing indicating talent, discipline, potential growth, and interests and intentions that can be well served by the UAM MFA program;
- Submit a critical analysis: Three pages exploring some aspect or element of craft in a literary work; and
- Submit a personal essay of 3 pages addressing the following: (1) applicant’s background in the study of creative writing and literature; (2) literary influences on applicant’s writing; (3) how applicant’s work, family, or other obligations will accommodate devoting 20 to 25 hours per week to writing and to the completion of other program requirements; (4) reasons why an online/low-residency MFA program suits the applicant’s level of experience and goals for future development as a writer.

Graduate Assistantships

Contingent annually upon budget approval, Graduate Assistantships may be awarded to a small number of qualified students on a competitive basis. Graduate Assistants teach one online section of an undergraduate English course per semester in exchange for a waiver of graduate tuition costs up to 9 credit hours for that semester. Blackboard (online learning management system) training is required. Graduate Assistants are closely mentored by the Director of Composition.

Student Advising

All MFA students are advised by the MFA Director to assure that program requirements are being met and that each student is progressing toward completion of the degree.

Transfer Credit

A maximum of nine hours of graduate-level work can be transferred from other accredited universities with the approval of the MFA Director and the Dean of the School of Arts and Humanities. No course with a grade lower than “B” can be transferred.

Academic Status

MFA students will receive grades of A, B, C, or F in all courses with the exception of Residencies, which will be graded on a Pass/Fail basis. Students must maintain a minimum grade-point average of 3.0 on a 4.0 scale. If a student’s GPA falls below 3.0, the student will be placed on probation for one semester. After the probationary semester, the student’s GPA must be 3.0 or higher or the student will be expelled from the program. A student cannot hold a Graduate Assistantship if he/she is on probation.

Course Loads

Students can move through the MFA program at a pace they find comfortable. The maximum course load for a fall or spring semester is 12 hours; the minimum is 3 hours. The maximum for a summer term is 6 hours; enrollment in the summer is not required.

Length of Program

The MFA requires successful completion of 48 semester credit hours.

Acceptance into Genres

Prospective students apply to one of the following genres: fiction, poetry, creative nonfiction. Applicants accepted into the MFA program are accepted into one genre and work with a different Faculty Mentor within their genre each semester. "Genre jumping" (taking a workshop outside one’s genre) is allowed for one semester with the permission of the MFA Director.

Required Workshop Hours

Thirty hours of ENGL 517V Writer’s Workshop are required. A typical Workshop taken for 6 credit hours requires a minimum of 40 pages of prose (20 for poetry), plus rewrites, as well as reflective essays/reviews/critical essays on at least 10 books (usually half to be selected by the instructor and half by the student). In addition to weekly interaction between student and Faculty Mentor, students working with the same Mentor critique each other’s work throughout the semester, using Blackboard, the online learning management system.

Elective Hours

Eighteen hours of electives are required. Students enroll in elective courses based on personal and professional goals with the guidance of the MFA Director. Elective credits can be earned through courses in literature, language study, literary theory, and publishing, or through Optional Residencies.

Optional Residencies

Residencies generally consist of one week to ten days of intensive workshops, seminars, lectures, and readings. Residencies might be held on the UAM campus, but students can also attend pre-approved writers conferences anywhere in the world to earn residency credit. The MFA Director determines the number of credit hours earned based on the length and nature of the conference. Residencies are graded on a pass/fail basis. Whether on the UAM campus or at another location, the student is required to submit to the MFA Director a daily journal kept during the residency and a reflective essay about the impact of the residency on his or her growth as a writer. A student can also earn residency credit through an internship approved by the Director. As with the residency, the student demonstrates professional growth through a daily journal and a reflective essay. Contact the MFA Director for further details concerning residency credit.

Thesis

The final 6 credit hours of ENGL 517V Writer’s Workshop focus on the Thesis, a book-length manuscript of publishable quality that must be approved by both the thesis-semester Faculty Mentor and another faculty member. In addition, the student must
submit a 5-to-7-page critical essay to demonstrate competence as a critical reader, a broad knowledge of literary history, and a depth of knowledge of contemporary literature.

**Master of Fine Arts in Creative Writing**

**Program of Study**
ENGL 517V Writer’s Workshop .................................................. 30 hours
Electives ................................................................. 18 hours
TOTAL ................................................................. 48 hours

**Degrees Offered**
The School of Education offers four advanced degrees, all of which are online:
- Master of Education (M.Ed.) degree
- Master of Education (M.Ed.) in Educational Leadership
- Master of Arts in Teaching (M.A.T.) degree
- Master of Physical Education and Coaching (M.P.E.C.) degree

**School Of Education**

**Graduate Faculty**
Professors Doss (Dean), Jones, and Terrell; Associate Professors King and Lang-Brown; Assistant Professors: Hunnicutt, Longing, Martin, Massey, Zimmerly.

**Mission Statement**
The University of Arkansas at Monticello School of Education is committed to the development of highly qualified candidates. The School of Education embraces the responsibility to prepare candidates to live and work in a rapidly changing, diverse world. Candidates are challenged to achieve the highest level of proficiencies defined in the UAM School of Education’s Conceptual Framework and as modeled by the UAM School of Education faculty. The Conceptual Framework is comprised of five strands: knowledge, pedagogy, diversity, professionalism and technology. The candidates’ understanding of the Conceptual Framework is progressively developed as he/she advances through the professional education programs. The UAM School of Education is dedicated to developing highly-qualified professional educators as identified by the State of Arkansas and by the “No Child Left Behind” Act of 2001 through a partnership with the Southeast Educational Cooperative, area public schools, the university community, and supportive agencies in Arkansas’ high-need geographical areas.

**Graduate Program Goals**
The graduate programs in the School of Education are developed around standards that govern accomplished teaching, including the National Board for Professional Teaching Standards. Additionally, standards from discipline-specific learned societies are referenced in course materials and activities. Graduate students in the advanced programs in the School of Education are expected to:
- Develop an in-depth understanding of advanced principles and theories of teaching and learning;
- Acquire an attitude of inquiry and curiosity for learning that permeates instruction;
- Conduct action-based research that demonstrates that students are learning and achieving;
- Collaborate with other professional educators and leaders to address issues and concerns in education;

Demonstrate the ability to become educational leaders who have the potential to make a difference in their individual educational settings.

**Master of Education**
The Master of Education program is a three-track graduate program designed for licensed teachers who wish to advance their professional knowledge base and their content knowledge. All candidates will take 12 hours of Advanced Professional Foundation courses.

**Master of Education (M.Ed.) in Educational Leadership**
The Master of Education degree in Educational Leadership program prepares candidates to be a P-8/5-12 Building Level Administrator. The curriculum is based on the standards of the Educational Leadership Constituent Council (ELCC) and the Interstate School Leaders Licensure Consortium (ISLLC).

**Master of Arts in Teaching (M.A.T.)**
The Master of Arts in Teaching (M.A.T.) is a 30-hour accelerated program designed to prepare candidates for teacher licensure who have undergraduate degrees or who have a minimum of 30 hours in the content area for which they are seeking licensure.

**Master of Physical Education and Coaching (M.P.E.C.)**
The online Master of Physical Education and Coaching program includes 30 semester hours in five components: methodology, science, socio-culture, administration and coaching. The primary focus of the program is to advance knowledge and instructional expertise in sport-related settings. The program does not include or require a commendation for state teacher licensure. A student interested in pursuing the online Master of Physical Education and Coaching degree must hold a baccalaureate degree from an accredited university. This graduate program in Physical Education and Coaching is designed to prepare a student for leadership in fitness exercise, strength and conditioning, athletic coaching and/or athletic-related careers.
Special Education P-4 Instructional Specialist

The Instructional Specialist additional licensure P-4 graduate level program of study is designed to prepare teachers to teach grades P-4 and meet Arkansas state Special Educational licensure criteria. This training will also prepare teachers to meet the needs of exceptional learners at the P-4 level with focus on developing content expertise, promoting collaboration, and establishing meaningful field experiences. The program is aligned with state and national standards.

SPED Special Education Instructional Specialist 4-12

The Instructional Specialist Special Education 4-12 program is designed to prepare teachers to meet the needs of exceptional learners at the 4-12 level with a focus on developing content expertise, promote collaboration, and establish meaningful field experiences. This program is aligned with state and national standards.

Important Steps in the Graduate Program:
1. Apply to the University of Arkansas at Monticello.
2. Apply to the School of Education Graduate Program.
3. Complete all appropriate admission requirements.
4. Obtain a major advisor.
5. With major advisor, prepare a Program of Study.
6. Apply for Degree Candidacy.
7. Successfully pass PRAXIS II Principles of Learning and Teaching (M.A.T only).
8. Graduation.

Admission Requirements and Classifications

The first step in the admission process for the School of Education graduate program is to be admitted with graduate status to the University of Arkansas at Monticello. After being admitted to the University of Arkansas at Monticello, students are then eligible to apply for admission to the School of Education graduate program. Applications for graduate programs are available in the office of the Coordinator for Graduate Programs for the School of Education.

Admission to the Master of Education (M.Ed.) Programs

Students seeking admission to the School of Education’s Master of Education degree and the Master of Education degree in Educational Leadership must fulfill the following requirements:
1. Have a cumulative grade point average of 3.0 overall or a 3.0 grade point average in the last 60 hours of coursework from an accredited college or university;
2. Provide evidence of passing state-mandated licensure examinations in the appropriate teaching fields and hold an Arkansas Teacher Licensure;
3. Submit three letters of recommendation from individuals who are familiar with the student’s academic achievement, teaching proficiency, and/or community and service involvement. No more than one recommendation may come from School of Education faculty;
4. Successfully complete an interview session with a committee comprised of the Dean of the School of Education, an appropriate member of the Teacher Education Committee, the Coordinator for Graduate Programs for the School of Education, and public school personnel;
5. Additionally, the M.Ed. in Educational Leadership requires four years of successful teaching experience, three years must be at the grade level in which licensure is sought. Documented years of teaching experience is a requirement for licensure as a building level administrator in Arkansas.

Admission to the Master of Arts in Teaching (M.A.T.) Program

All candidates must apply for admission to the University of Arkansas at Monticello in the Office of Admissions and complete an application for the School of Education graduate program. Individuals applying to the M.A.T. program must provide the following to the School of Education Graduate Coordinator:

- Bachelor of Arts or a Bachelor of Science degree from a regionally accredited college or university
- Successful criminal background check
- Praxis I or GRE with minimum scores of Verbal 144; Quantitative 138; and Writing 3.5
- Passing scores on the appropriate PRAXIS II Specialty area examination for which licensure is sought
- Evidence of a cumulative grade point average of 2.70 overall or a 3.00 in the last 60 hours of coursework from an accredited college or university
- OR
- Submit adequate Graduate Record Exam (GRE) or Millers Analogy Test scores:
  - GPA 2.60 – 2.69 GRE 280* & 3.5 or MAT 300
  - GPA 2.50 – 2.59 GRE 288* & 3.5 or MAT 350
  - GPA 2.40 – 2.49 GRE 292* & 3.5 or MAT 400
  *This is a combined verbal and quantitative score.

NOTE: Both the Verbal 144 and Quantitative 138 score must be met
6. 30 hours of coursework in the content area for which secondary licensure is being sought;
7. 12 hours in two content areas (Ex.: 12 hours in history and 12 hours in English) for Middle Childhood licensure.
Arkansas State Licensure
Examinations for M.A.T Candidates

To complete the M.A.T program and become eligible for graduation with an M.A.T degree, all teacher candidates must successfully pass both the Specialty Area test and the Principles of Learning and Teaching (PLT) examination as required by Arkansas Department of Education for licensure.

Continuous Enrollment

All degree-seeking graduate candidates in the Master of Education or the Master of Education in Educational Leadership degrees who are completing a research course or internship are required to enroll for at least one credit hour in EDFD 503V Practicum/Research until all requirements are fulfilled. The credit will appear as an “R” (registered/no credit) on the candidate’s transcript for each semester enrolled until all requirements are completed. Upon completion of all requirements, each occurrence of “R” will be changed to “CR.”

A candidate who has completed all degree requirements with the exception of a research project or internship and has not enrolled in graduate courses for two semesters must receive written permission from the School of Education Graduate Coordinator for a limited period of inactivity or the candidate will be dismissed from the School of Education graduate program. Normally, an approved period of inactivity should not exceed one calendar year. Faculty are under no obligation to assist a candidate with his/her graduate work when the candidate is not enrolled.

Major Advisor

After the student is successfully admitted to the appropriate graduate program in the School of Education, a major advisor is assigned by the Dean of the School of Education. This assignment of the advisor will be based on the candidate’s area of study and interests. The advisor will provide assistance in the completion of forms dealing with a Program of Study, Degree Candidacy, and Comprehensive Research Committee. The major advisor and the candidate work closely to ensure appropriate progress through the program.

Program of Study

All students must complete a program of study with the assistance of the major advisor. The program of study is intended to provide guidance and direction for degree completion. Programs of study must be signed by the student and approved by the major advisor, the Coordinator for Graduate Programs, and the Dean of the School of Education. Following approval, the Program of Study is forwarded to the Registrar’s Office.

Admission to Degree Candidacy
Master of Arts in Teaching

To be eligible for degree candidacy in the M.A.T program, students must successfully pass the PRAXIS II Specialty area examination and the PRAXIS II Principles of Learning and Teaching examination. Additionally, students must have completed at least 30 content hours in the discipline licensure.

Comprehensive Examination

Candidates in the M.Ed. program that complete a program of study containing content area course work must satisfactorily complete a written comprehensive examination in the appropriate concentration area. The comprehensive examination will consist of essay questions and will be graded on content and composition. Candidates who fail comprehensive examinations will be informed in writing of deficiencies and notified of the time when a second comprehensive examination will be administered. Failing students may be required to complete additional courses and must petition for more than one retake. Additionally, candidates have one year from the first failure to retake the sections of the comprehensive examination which were not passed.

Graduation

To graduate from Master’s programs in the School of Education, students must complete ALL requirements including passing the appropriate exit examinations.

Policies and Procedures

Appeals

Appeal rights are open to all students who are denied admission or continuation in graduate programs. Appeals must be initiated with the advisor and may be pursued with the Dean of the School of Education and the Vice Chancellor for Academic Affairs/Graduate Dean.

Course Loads

Normally, the maximum course load must not exceed 12 graduate hours during the fall and spring semesters. Normally, the maximum load for each summer term is six hours.

Acceptance of Transfer Credit

Acceptance of transfer credit for the M.Ed. degree and the M.A.T is based on the nature, quality and recency of the credit. Special consideration will be given to transfer students from other public institutions of the State, especially those in the University of Arkansas system.

Time Frames

Students enrolled in the Master of Education program can expect to complete the program in a three-four year time period. Most students in the M.A.T program can expect to complete the program within a 12-month time frame. All course work included
in the program of study must be recent. Courses older than six years must be appealed to the Graduate Council. Normally, courses older than six years will not apply to a graduate program of study.

**Independent Study**

Independent study and research courses will require extensive independent study and research, formal written reports and regular conferences with the instructor. A detailed description of the proposal and its requirements will be submitted for approval to the instructor, the Coordinator for Graduate Programs, the Dean, and the Vice Chancellor for Academic Affairs. Candidates may complete only one independent study/research project per semester. Independent study/research proposals should not duplicate existing courses in the academic catalog.

**Expulsion**

Any education graduate student whose course work is unsatisfactory or who violates student conduct or employment rules may be withdrawn from the School of Education Graduate Program at any time upon the recommendation and agreement of the advisor, the Coordinator for Graduate Programs, and the Dean of the School of Education.

**Master of Education (30 hours)**

The Master of Education program is a three-track graduate program designed for licensed teachers who wish to advance their professional knowledge base and their content knowledge. All candidates will take 12 hours of Advanced Professional Foundations courses.

**Course ........................................ Credit Hours**

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**Advanced Professional Core Courses.......................................................... 12**

EDFD 5053 History and Philosophy of Education .......................................3
EDFD 5053 Technology for School Leaders ................................................3
DFD 5073 Research and Assessment for School Improvement ..................3
EDFD 5273 Teaching the Culturally Different Child ..................................3

**Track One**

Candidates in this track will take courses that emphasize teacher leadership skills and best teaching practices. Candidates in this track will complete and defend a portfolio project.

**Emphasis in Teacher Leadership ................................................................. 18**

EDLD 5223 Supervision of Instruction .........................................................3
EDLD 5483 Curriculum Development .........................................................3
EDLD 5623 Practical Leadership ..................................................................3
EDLD 5633 Using and Understanding Data for School Improvement ........3
EDLD 5605 Capstone Research Seminar .....................................................6

**Track Two**

Candidates in this track may take content area course work in Math, Science, English, or Social Studies. Additionally, candidates should consult with an advisor to design their program of study. The candidate, in consultation with the advisor, may select all twelve hours in one content area or a combination of any of the four content areas. Candidates in this track will be required to take a comprehensive examination that would be developed to be consistent with their program of study. This track does not lead to additional licensure in any content area.

**Emphasis in Content Areas .................................................................. 18**

SPED 5033 Contemporary Issues in Special Education ............................3
SPED 5043 Application of Assessment Data for Exceptional Learners ........3
SPED 5073 Problems and Issues in Educational Planning .......................3
SPED 5093 Collaboration and Consultation ...............................................3
SPED 5143 Introduction to Teaching Methods for Persons with Disabilities ..3
SPED 5103 Adv. Teaching Methods for Persons with Disabilities for P-4 ....3
or
SPED 5133 Introduction to Teaching Methods for Persons with Disabilities Grades 4-12 .........................................................3
SPED 5143 Adv. ..................................................................................3

**Track Three**

Candidates in this track are teachers who currently possess an initial or standard Arkansas teaching license and seek to add a P-4 or 4-12 Special Education endorsement. This additional licensure requires completion of 18 hours of Special Education coursework and a passing score on the appropriate Praxis II exam required by the state of Arkansas.

**Emphasis in Special Education P-4 or 4-12 ............................................ 18 **

SPED 5093 Collaboration and Consultation ...............................................3
SPED 5093 Problems and Issues in Educational Planning .......................3
SPED 5043 Application of Assessment Data for Exceptional Learners ........3

**Master of Education in Educational Leadership**

**Core Courses ........................................ Credit Hours**

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EDFD 5053 Technology for School Leaders ................................................3
EDFD 5073 Educational Research and Assessment for School Improvement ....3

**Major Courses ........................................ Credit Hours**

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EDLD 5033 Public School/Community Relations ....................................3
EDLD 5103 Public School Law .................................................................3
EDLD 5213 Public School Organization and Administration ................3
EDLD 5223 Supervision of Instruction .......................................................3
EDLD 5483 Curriculum Development .......................................................3
EDLD 5623 Developing Leaders .................................................................3
EDLD 5633 Using/Understanding Data for School Improvement ...............3
Endorsements:

Instructional Facilitator Endorsement
EDFD 5053 Technology for School Leaders ................. 3 hours
EDLD 5223 Supervision of Instruction .......................... 3 hours
EDLD 5483 Curriculum Development .......................... 3 hours
EDLD 5623 Practical Leadership ............................... 3 hours
EDLD 5633 Using/Understanding Data for School
   Improvement ..................................................... 3 hours

Special Education P-4 Instructional Specialist
SPED 5033 Contemporary Issues in Special Education ... 3 hours
SPED 5043 Application of Assessment Data for
   Exceptional Learners ........................................ 3 hours
SPED 5073 Problems and Issues in Educational Planning 3 hours
SPED 5093 Collaboration/Consultation for Inclusion .... 3 hours
SPED 5103 Adv .................................................... 3 hours
SPED 5143 Intro. to Teaching Persons with Disabilities
   for Grades ..................................................... 3 hours

Special Education Instructional Specialist in 4-12
SPED 5033 Contemporary Issues in Special Education ... 3 hours
SPED 5043 Application of Assessment Data for Exceptional
   Learners ....................................................... 3 hours
SPED 5073 Problems and Issues in Educational Planning 3 hours
SPED 5093 Collaboration/Consultation for Inclusion .... 3 hours
SPED 5113 Intro. to Teaching Persons with Disabilities for
   Grades 4-12 ................................................... 3 hours
SPED 5143 Adv. Teaching Methods for Persons with
   Disabilities for Grades 4-12 ............................... 3 hours

Forest Resources

Master of Science Degree (M.S.)
Degree in Forest Resources
(With Emphasis in: Forest Sciences, Spatial Sciences, or
Wildlife Ecology and Management)

Graduate Faculty
Professors Tappe (Dean), Liechty, Pelkki (Graduate Coordina-
tor) and White; Associate Professors Ficklin, Kissell, and Mehmood
White; Assistant Professors Adams, Carr, and Osborne.

Mission
The mission of the School of Forest Resources is to educate
professional natural resource managers, to enlarge the body of
knowledge in renewable forest resources and to disseminate new
ideas and technology. Successful accomplishment of this mis-
sion will promote and enhance management, conservation and
appreciation of public and private forests, thereby providing for
Graduate Programs

continuous production and optimum attainment of a variety of forest resources for the people of Arkansas, the southern U.S. and the Nation. These resource benefits include the production of wood and fiber, wildlife, and clean water; as well as provision for recreation, aesthetic and other important values.

Educational Goals and Objectives of the Graduate Program

The School of Forest Resources is committed to providing post-baccalaureate students with the opportunity to enhance their educational goals through a program of study, teaching, and research in an environment that promotes freedom of expression, intellectual inquiry, and professional integrity. The goal of the School of Forest Resources is to enhance students’ understanding of forest resources and their management, and to prepare students for lifelong learning and pursuit of career goals through advanced study.

A student who graduates with a M.S. Degree in Forest Resources should:

- Have an advanced understanding of principles relating to forest sciences, spatial sciences, or wildlife ecology and management.
- Have an advanced understanding of natural resource issues and topics pertinent to an individual’s program of study and career goals, and be able to apply this knowledge in the decision making process.
- Be able to apply the scientific method in designing, implementing, analyzing, interpreting and integrating studies related to forest resource management problems and issues.
- Be able to communicate effectively using written and oral communication skills in technical and non-technical settings.
- Have good decision-making and critical thinking skills.

Admission Requirements and Classification

To be admitted for pursuing the degree of M.S. in Forest Resources, a student must:

- Be admitted with graduate status to the University of Arkansas at Monticello, and
- Submit an application to the School of Forest Resources along with three completed reference forms.
- Specific additional requirements are listed below in the section “Regular Admission.”

It is recommended that applicants have a baccalaureate degree in forestry, the wildlife sciences, another natural resource management discipline, or the spatial sciences. However, prospective students from other fields are also encouraged to apply. All applicants will have transcripts reviewed by School of Forest Resources faculty to assess the need for cognate work. Applicants whose record shows an insufficient background in natural resources will be required to enroll in undergraduate cognate course work (and the prerequisites to those courses) that will not count for credit toward a degree. This course work will be scheduled in consultation with the student’s advisory committee.

Regular Admission

To obtain regular admission to the School of Forest Resources, applicants must:

- Have a baccalaureate degree from an accredited institution;
- Submit proof of immunizations to the UAM Office of Admissions;
- Have a grade point average (GPA) of 2.70 or better (on a 4.00 scale) on all course work, or a GPA of 3.00 or better on the last 60 hours of course work taken prior to receipt of a baccalaureate degree from an accredited institution of higher education;
- Have completed the Graduate Record Examinations (GRE) general test;
- Been accepted for graduate study by the School of Forest Resources Dean and a School of Forest Resources faculty member willing to serve as that student’s Major Advisor.

Any other consideration for regular admission must be made by individual petition to the School of Forest Resources Dean and, where pertinent, a recommendation from the appropriate faculty, and will be considered on its own merits, case by case.

Provisional Admission

Students who are admitted to UAM provisionally and otherwise meets all School of Forest Resources admissions criteria may be admitted provisionally to the School of Forest Resources. All required documentation for admission must be submitted by the 15th class day of a spring or fall semester and by the 5th day of a summer term. Students who do not meet the deadline may be withdrawn from the School of Forest Resources Graduate Program.

Conditional Admission

Students that meet all criteria for regular admission to the University but do not meet the criteria for regular admission to the School of Forest Resources may be conditionally admitted upon approval of the School of Forest Resources faculty, graduate coordinator and dean of the School of Forest Resources.

Students who are admitted conditionally must earn a GPA of 3.0 or better in his/her initial 9 hours of graduate course work to continue graduate studies in the program. Students are not eligible for a graduate assistantship during conditional status.

Probationary Admission

Students who are admitted to UAM in probationary status are ineligible for admission to the School of Forest Resources.

International Student Admission

International students must meet all criteria required by the University of Arkansas at Monticello to be admitted with graduate status. If the applicant’s native language is other than English, an official transcript of the score for the Test of English as a foreign Language (TOEFL) must be submitted directly from the Educational Testing Service. Minimum acceptable TOEFL scores are as follows:

Paper-based:

- Minimum Total Score—550
Graduate Programs

- Minimum score on any one section—21
- Minimum score on any one section—18
- Minimum score on any one section—15

In addition, international students must take the Graduate Record Examination general test. International students must also be accepted for graduate study by the School of Forest Resources and have a School of Forest Resources faculty member willing to serve as that student's major advisor.

Graduate Assistantships

A limited number of part-time graduate assistantships are available through the School of Forest Resources. Graduate assistantships can only be offered to students after they have been accepted for graduate studies by both the University of Arkansas at Monticello and the School of Forest Resources.

Graduate assistantships are awarded to outstanding students who can make valuable contributions to the School of Forest Resources research and teaching programs. When offered, graduate assistantships provide the student a stipend, renewable annually, for up to 24 months. Renewal is contingent upon satisfactory fulfillment of obligations and responsibilities. Graduate Assistants are provided further financial assistance through the waiver of tuition. This waiver covers only required coursework as outlined on an approved degree plan. It does not include tuition for required cognate courses or courses not listed on the degree plan. Additionally, work/study space is provided for each Graduate Assistant.

Student Advising

Major Advisor

Prior to a student enrolling in the School of Forest Resources graduate program, a School of Forest Resources faculty member must agree, with the concurrence of the School of Forest Resources Dean, to serve as that student's Major Advisor. The Major Advisor assists the student in choosing members of an Advisory Committee and developing a program of study, guides the formulation of a thesis proposal and the conduct of the research project, and assists in providing resources for the research project.

Advisory Committee

During the first semester of enrollment, the student and the Major Advisor must select a three- to five-member Advisory Committee and submit their selections for approval to the graduate coordinator and the dean of the School of Forest Resources by March 15 (spring semester) or October 15 (fall semester). The Advisory Committee serves to guide a student in program development, approves the program of study, makes recommendations on the thesis proposal, approves the thesis proposal, and administers the comprehensive examination. The Committee must consist of at least three members, including the Major Advisor and at least one other graduate faculty member in the School of Forest Resources and/or the Arkansas Forest Resources Center. The third member can be selected from the School of Forest Resources; the Arkansas Forest Resources Center; other members of the Graduate Faculty; other institutions within the University of Arkansas System; or from other qualified individuals from cooperating institutions, agencies, or industries, provided they are awarded Graduate Faculty status. Additionally, up to two additional Committee members may be selected, provided that the majority of the committee is composed of graduate faculty members in the School of Forest Resources and/or the Arkansas Forest Resources Center.

Degree Plan

Each student will be required to develop a degree plan with the advice and approval of their Advisory Committee. An emphasis area in Forest Sciences, Spatial Science, or Wildlife Ecology and Management will be selected based on the student’s thesis project and selected coursework. The degree plan must include the required graduate studies core curriculum as well as individualized sequence of courses. A total of 30 hours containing at least 24 – 27 hours of course work and 3 – 6 hours of Research and Thesis hours will be required. An appropriate level of Research and Thesis hours will be determined by the Advisory Committee based on the scope of individual thesis projects. If indicated on an approved degree plan, up to 6 hours of undergraduate courses numbered at the 3000- or 4000-level may be used to satisfy course requirements.

The student, Major Advisor, and Advisory Committee members must all approve and sign the degree plan. The degree plan must then be submitted for approval to the graduate coordinator and the dean of the School of Forest Resources during the first semester of enrollment by May 1 (spring semester) or December 1 (fall semester). Once approved, the document will then be forwarded to the Registrar’s Office. This degree plan fulfills the University advisement report requirement.

Transfer Credit

A maximum of 9 hours of graduate-level course work completed prior to development of a degree plan may be transferred to the University of Arkansas at Monticello from another university. Acceptance of transfer credits toward the student’s degree plan must be approved by the student’s Advisory Committee. No courses with grades below a “B” or older than 6 years will be accepted for transfer credit.

Academic Status

Graduate students may earn grades of A, B, C, D or F, except for Research and Thesis and required undergraduate cognate course work that does not count for credit toward a degree. Research and Thesis is graded as Pass/Fail, with a grade of “R” (for registered, no credit awarded) until a thesis has been approved and a comprehensive examination has been passed. Required undergraduate cognate course work that does not count for credit toward a degree may be graded as Pass/Fail if so recommended by
Graduate Programs

a student's Advisory Committee.

The grades of A, B, C, D and F indicate the following: A – excellent, B – good, C – marginal, D – poor, and F – failing. A cumulative GPA of 3.0 out of 4.0 must be maintained to complete degree requirements and to retain a graduate assistantship. No more than two courses with a grade of "C" may be applied toward degree requirements. A student whose grade record includes three courses with grades of "C" or lower may not maintain graduate status unless the Graduate Council, upon petition from a graduate faculty member, has authorized a plan of study for the student. Three courses with grades of "C" or lower will also result in the loss of a graduate assistantship. A student may not repeat a course in which a grade of "B" or higher is earned.

Course Loads

The maximum course load must not exceed 12 hours during the fall and spring semesters. The maximum load for each summer term is 6 hours. Students who hold a graduate assistantship must enroll for a minimum of 6 hours during the fall and spring semesters and 1 hour for each summer term. For enrollment requirements see the "Continuous Enrollment" section.

Withdrawal from a Course

In order to withdraw from a course, a student must first obtain approval from their Major Advisor and Advisory Committee. For students receiving a graduate assistantship, approval is also required from the graduate coordinator and the dean of the School of Forest Resources. The intent of the graduate assistantship is to help support a graduate student through their graduate program. One of the ways this is done is by paying for courses designed as "required" on an approved degree plan. Since a dropped course cannot be applied to a graduate program, a student receiving an assistantship will be required to reimburse the School of Forest Resources for the cost of the course(s). The graduate assistant will not be allowed to enroll until the bill is paid. If withdrawing from a course causes a student receiving a graduate assistantship to be enrolled in less than 6 hours during a spring or a fall semester, or no (0) hours during a summer term, the assistantship will be forfeited.

Continuous Enrollment

All degree-seeking graduate students are required to be enrolled for at least one hour each semester (including summer terms) until all requirements for the Master of Science in Forest Resources degree are fulfilled. A student who has not enrolled in a graduate course for one semester and who has not received prior written permission for a time-limited period of inactivity, may be terminated from the School of Forest Resources graduate program. An approved period of inactivity may not normally exceed one calendar year. Faculty are under no obligation to assist a student with graduate work when the student is not currently enrolled.

Time Limit

To fulfill degree requirements, course credits can be used for a maximum of six years from the time of entry into the School of Forest Resources graduate program.

Thesis Proposal

Each student will be required to develop a thesis proposal with the advice and approval of their Advisory Committee. The thesis proposal consists of a justification, literature review, and plan of action for the thesis project. This proposal serves the purpose of formulating a proper protocol for the research and allows the student's Advisory Committee to evaluate (i.e., accept, expand, or reduce) and approve the intended work. The student, Major Advisor, and Advisory Committee members must all approve the thesis proposal and sign the cover sheet. The thesis proposal must then be submitted for approval to the graduate coordinator and the dean of the School of Forest Resources during the second semester of enrollment by May 1 (spring semester) or December 1 (fall semester).

Thesis and Comprehensive Examination

An approved thesis is required for completion of the M.S. in Forest Resources degree. A student is required to define an appropriate problem for investigation; review relevant literature; develop a thesis proposal; collect, analyze, and interpret data; test hypotheses and draw conclusions; and write and defend a thesis. At the conclusion of the study and research program, a seminar and an oral comprehensive examination, including a thesis defense, is required of all graduate students for completion of the M.S. in Forest Resources degree. Enrollment in at least one hour of Research and Thesis is required during the semester the examination is taken. Immediately prior to the examination, all students are required to present a seminar on their thesis work. This seminar is open to the university academic community at large. Following the seminar, the Advisory Committee and one additional graduate faculty member appointed as a witness by the Dean of the School of Forest Resources administer the examination. The primary role of the witness is to confirm the examination is administered properly and fairly with sufficient academic rigor to ensure that the student has successfully mastered the thesis material. Others may observe the examination upon petition to and approval by the Dean of the School of Forest Resources. The comprehensive examination will typically cover, but is not limited to, material presented in and related to the thesis, course work, and other appropriate literature and information. Unanimous agreement of the Advisory Committee will be required to pass a student. The student can request a second examination if he or she fails the first. A student who fails a second examination is withdrawn from the School of Forest Resources graduate program. After successfully completing a thesis defense, any required changes to the thesis must be completed within 6 months of the comprehensive examination date. Failure to complete required changes within this time period will result in withdrawal from the graduate program.
**Summary of Graduation Requirements**

For graduation, each student must:

- Successfully complete 24 – 27 semester hours of course work and 3 – 6 hours of Research and Thesis, as outlined in an approved degree plan.
- Have a cumulative grade point average of 3.00 or higher with no more than two courses with a grade of "C."
- Complete an approved thesis.
- Pass an oral comprehensive examination.

Once the thesis is complete and the format approved by the major advisor and the graduate coordinator, an Intellectual Property Form (and Invention Disclosure Form, if necessary) must be completed and on file in the Office of the Vice Chancellor for Academic Affairs/Graduate Dean.

Finally, five unbound copies of the thesis is prescribed form (not including any copies desired by the student) must be submitted along with a Library Transmittal Form to the University Library, with the binding fees paid at that time.

**Expulsion and/or Withdrawal**

Any graduate student whose course work is unsatisfactory, who fails to make adequate thesis progress, or who violates student conduct or employment rules may be withdrawn from the School of Forest Resources Graduate Program at any time upon the recommendation and agreement of the Major Advisor, the student's Advisory Committee, the graduate coordinator and the dean of the School of Forest Resources.

**Graduate Studies Curriculum for the School of Forest Resources**

Core curriculum required for all students and emphasis areas:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>FRS 5113</td>
<td>Statistics in Research I</td>
<td>3</td>
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<tr>
<td>FRS 5123</td>
<td>Statistics in Research II</td>
<td>3</td>
</tr>
<tr>
<td>FRS 5691</td>
<td>Seminar (two required)</td>
<td>2</td>
</tr>
<tr>
<td>FRS 5102</td>
<td>Research Methods</td>
<td>2</td>
</tr>
<tr>
<td>FRS 579V</td>
<td>Research and Thesis</td>
<td>3-6</td>
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</tbody>
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(Based on the scope of individual thesis projects and determined by the Advisory Committee.)

Individual Sequence of Courses .................................. 14-17 hours

(May include a maximum of 6 hours of 3000-4000 level courses as determined by the Advisory Committee.)

**Total Hours Required:** ..................................... 30 hours

**Forest Resources Graduate Courses:**

<table>
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<tr>
<td>FRS 5143</td>
<td>Landscape Ecology</td>
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<td>FRS 5203</td>
<td>Human Dimensions in Natural Resources</td>
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<td>FRS 5233</td>
<td>Natural Resource Policy</td>
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<td>FRS 5691</td>
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