The University of Oklahoma

"The Impact of Excellence"

General Catalog 2006 - 2008
The General Catalog was produced by the University of Oklahoma Office of Academic Publications, Judy K. Cain, Coordinator of Curricular Changes and Academic Publications, assisted by Jean Ware, Manager of Administration and Operations for Admissions and Records. The Office of Academic Publications is a division of the Office of Admissions and Records, directed by Matt Hamilton, Registrar and Associate Vice President for Enrollment and Student Financial Services, Norman Campus. This publication, printed by University Printing Services in October 2006, is issued by The University of Oklahoma and authorized by The University of Oklahoma Board of Regents. 1,250 administrative paper copies and 15,000 copies on CD have been prepared at a cost of $46,000 to the taxpayers of Oklahoma. This publication is also available on the Internet at http://catalog.ou.edu.

Copies of the General Catalog are available for examination in Oklahoma high schools, colleges and in each office of the University. A copy of the General Catalog CD is provided to each first-time-entering student at the time of their admission. Copies may also be purchased from University area bookstores.

The Office of Admissions and Records will mail copies within the United States at a cost of $15.00 for paper copy, and $10.00 for CD. Orders may be charged to a major credit card (VISA, MasterCard, Discover or American Express) by calling (405) 325-5979; or to place an order by mail, send a check or money order made payable to The University of Oklahoma to:

Office of Academic Bulletins
The University of Oklahoma
1000 Asp Avenue, Room 232
Norman, OK 73019-4076.

Prospective graduate students should request information on specific programs from the Graduate College, 731 Elm Avenue, Room 100, Norman, OK 73019, (405) 325-3811; undergraduate students should contact the Office of Prospective Student Services at (405) 325-2151 or 1-800-234-6868, or e-mail: ou-pss@ou.edu.

The General Catalog is published for informational purposes and should not be construed as the basis of a contract between a student and the University of Oklahoma. Every effort is made to provide information that is accurate at the time the Catalog is prepared. However, information concerning regulations, policies, fees, curricula, courses and other matters contained in the Catalog is subject to change at any time during the period for which the Catalog is in effect. The University of Oklahoma reserves the right at all times to discontinue, modify, or otherwise change its degree programs when it determines it is in the best interest of the University to do so.

Current information regarding fees, important dates and the availability of courses can be found in the Class Schedule, which is available before pre-enrollment begins for each term.

Campus visits are available through the Office of Prospective Student Services. To arrange a campus tour, call Prospective Student Services at (405) 325-2151 or toll-free 1-800-234-6868.

The Catalog Cover Design

The cover design of this catalog illustrates “The Impact of Excellence” on the Norman campus of the University of Oklahoma. The front cover features the Mary and Howard Lester Wing of the Fred Jones Jr. Museum of Art, which opened in 2005, and the back cover features the National Weather Center — the largest center of its kind in the world — which opened in 2006. Insets on the front cover depict (left to right) the Ammonite and Nautiloid Fossil (photo by Candeh Powell) in Sarkeys Energy Center; Gaylord Hall, home of the Gaylord College of Journalism and Mass Communication; and the dome of the interior of Holmberg Hall in the Reynolds Performing Arts Center. The insets on the back cover show (left to right) the Pastoral Dreamer, a bronze sculpture by OU graduate David Phelps; “We Have It All” (photo by Shevaun Williams); and the Foucault pendulum suspended in the recent addition to Nielsen Hall (photo by Angela Startz). Unless otherwise noted, all photos by Robert H. Taylor, Senior Photographer for the University of Oklahoma. Cover art designed by Edward Buntario, graphic artist, in collaboration with Judy K. Cain.

The catalog CD project is produced in cooperation with Joey White, Real Media FX, a Digital Media Group located in Tulsa, OK.

The mission of the University of Oklahoma is to provide the best possible educational experience for our students through excellence in teaching, research and creative activity, and service to the state and society.
Welcome to the University of Oklahoma!
Our university offers very strong educational opportunities with more than 150 areas of study from which you can select a major. Here you will find gifted teachers, learned scholars and dedicated staff members all committed to your success.

In addition, the university community offers many opportunities outside the classroom for your continued growth and development. Our students are actively involved in a variety of extracurricular activities and organizations. Through these activities they develop personal, social, intellectual, and occupational skills as well as recreational, wellness and ethical values essential for success. The vast range of opportunities at OU include campus governing bodies, sororities and fraternities, athletic teams, music groups, theater and the arts, and the campus media. We also offer many opportunities for study abroad through exchange agreements with 150 universities in 60 countries worldwide and a chance to interact with more than 1,400 outstanding international students on our own campus.

Through campus employment, cooperative opportunities and internships in business and industry, we introduce our students to the world of the competitive workforce. We offer a wide array of services for career planning, and we work to attract employers from across the nation to meet and recruit future employees from OU.

Whether you are a new or prospective student, a parent, or just interested in knowing more about OU, I invite you to explore this catalog which contains extensive information about our numerous academic and student-supported programs. If possible, I invite you to visit the campus to experience OU firsthand and to share our pride in being part of the tradition and future of the University of Oklahoma.

Sincerely,

David L. Boren
President of The University of Oklahoma
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for Higher Education

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Located halfway between the Atlantic and Pacific coasts at the boundary between the eastern woodlands and the vast western prairie, the university is a gathering place for students and scholars from across the nation and around the globe. Students are attracted primarily by the high quality of the faculty and academic programs. The relatively low costs of attending the university add to OU’s international appeal. Scholars are attracted by the outstanding research facilities and unique resources of the university, but they also appreciate the mild Oklahoma climate, the varied cultural environment and the friendly, informal atmosphere of the university community.

Created by the Oklahoma Territorial Legislature in 1890, the University of Oklahoma is a doctoral degree-granting research university serving the educational, cultural, economic and health care needs of the state, region and nation. The Norman campus serves as home to all of the university’s academic programs except health-related fields. Both the Norman and Health Sciences Center colleges offer programs at the Schusterman Center, the site of OU-Tulsa. The OU Health Sciences Center, which is located in Oklahoma City, is one of only four comprehensive academic health centers in the nation with seven professional colleges. OU enrolls more than 30,000 students, has more than 2,000 full-time faculty members, and has 20 colleges offering 153 majors at the baccalaureate level, 133 majors at the master’s level, 75 majors at the doctoral level, 20 majors at the first professional level, and 18 graduate certificates. The university’s annual operating budget is $1.2 billion. The University of Oklahoma is an equal opportunity institution.

We invite you to visit the university or to contact us for further information about our wide variety of educational programs. For more information about the University of Oklahoma please see the university’s Web site at http://www.ou.edu. To arrange a visit, please write or call one of the following offices or a specific college or program listed in this catalog:

Syndicated columnist and Pulitzer Prize-winner George Will was the keynote speaker at a 2004 dinner marking the dedication of Gaylord Hall, new home of the University of Oklahoma Gaylord College of Journalism and Mass Communication.

The 244,000-square-foot National Weather Center — the largest center of its kind in the world — opened in 2006. Construction of the facility, which houses weather research and operations programs of the University of Oklahoma and the U.S. National Oceanic and Atmospheric Administration, underlines progress toward a diversified economy based upon research and high technology.
<table>
<thead>
<tr>
<th>Event</th>
<th>FALL '06</th>
<th>SPRING '07</th>
<th>SUMMER '07</th>
<th>FALL '07</th>
<th>SPRING '08</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Advance Registration</strong></td>
<td>Apr. 10–May 5</td>
<td>Oct. 30–Dec. 1</td>
<td>Apr. 9–May 4</td>
<td>Apr. 9–May 4</td>
<td>Oct. 29–Nov. 30</td>
</tr>
<tr>
<td><strong>Continuing Registration and Add/Drop</strong></td>
<td>May 8–Aug. 18</td>
<td>Dec. 4–22, Jan. 2–12</td>
<td>May 7–June 1</td>
<td>May 7–Aug. 17</td>
<td>Dec. 3–21, Jan. 2–11</td>
</tr>
<tr>
<td><strong>Last Day to Register Before Classes Begin</strong></td>
<td>Aug. 18</td>
<td>Jan. 12</td>
<td>June 1*</td>
<td>Aug. 17</td>
<td>Jan. 11</td>
</tr>
<tr>
<td><strong>CLASSES BEGIN</strong></td>
<td>Aug. 21</td>
<td>Jan. 16</td>
<td>June 4*</td>
<td>Aug. 20</td>
<td>Jan. 14</td>
</tr>
<tr>
<td><strong>First Day for Late Registration Fee of $20.00</strong></td>
<td>Aug. 21</td>
<td>Jan. 16</td>
<td>June 4*</td>
<td>Aug. 20</td>
<td>Jan. 14</td>
</tr>
<tr>
<td><strong>Advance Registration for Next Term(s) Begins</strong></td>
<td>Oct. 30</td>
<td>April 9</td>
<td>Oct. 29</td>
<td>April 7</td>
<td></td>
</tr>
<tr>
<td><strong>Final Exam Preparation Period</strong></td>
<td>Dec. 4–10</td>
<td>Apr. 30–May 6</td>
<td>Dec. 3–9</td>
<td>Apr. 28–May 4</td>
<td></td>
</tr>
<tr>
<td><strong>Final Day of Classes</strong></td>
<td>Dec. 8</td>
<td>May 4</td>
<td>July 30*</td>
<td>Dec. 7</td>
<td>May 2</td>
</tr>
<tr>
<td><strong>Final Examinations</strong></td>
<td>Dec. 11–15</td>
<td>May 7–11</td>
<td>Dec. 10–14</td>
<td>May 5–9</td>
<td></td>
</tr>
<tr>
<td><strong>Commencement weekend</strong></td>
<td>May 11–12</td>
<td></td>
<td>May 9–10</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Final Grades Due</strong></td>
<td>Dec. 19</td>
<td>May 15</td>
<td>Aug. 2*</td>
<td>Dec. 18</td>
<td>May 13</td>
</tr>
<tr>
<td><strong>ADD/DROP (changes in schedule, retaining at least one course)</strong></td>
<td>Aug. 21–Sept. 1</td>
<td>Jan. 16–29</td>
<td>June 4–8*</td>
<td>Aug. 20–31</td>
<td>Jan. 14–28</td>
</tr>
<tr>
<td><strong>100% Refund Period on Dropped Courses</strong></td>
<td>Sept. 1</td>
<td>Jan. 29</td>
<td>June 8*</td>
<td>Aug. 31</td>
<td>Jan. 28</td>
</tr>
<tr>
<td><strong>No Refund on Dropped Courses After This Date</strong></td>
<td>Aug. 21–Sept. 1</td>
<td>Jan. 16–29</td>
<td>June 4–8*</td>
<td>Aug. 20–31</td>
<td>Jan. 14–28</td>
</tr>
<tr>
<td><strong>No Record of Grade on Dropped Course(s)</strong></td>
<td>Aug. 25</td>
<td>Jan. 19</td>
<td>June 8*</td>
<td>Aug. 24</td>
<td>Jan. 18</td>
</tr>
<tr>
<td><strong>Grade of W or F for Dropped Course(s)</strong></td>
<td>Oct. 2–Dec. 8</td>
<td>Feb. 26–May 4</td>
<td>June 25–July 30*</td>
<td>Oct. 1–Dec. 7</td>
<td>Feb. 25–May 2</td>
</tr>
<tr>
<td><strong>Petition to College Dean to Drop Course(s)</strong></td>
<td>Oct. 30–Dec. 8</td>
<td>Apr. 2–May 4</td>
<td>July 9–30</td>
<td>Oct. 29–Dec. 7</td>
<td>Mar. 31–May 2</td>
</tr>
<tr>
<td><strong>COMPLETE WITHDRAWAL (dropping all courses for a semester)</strong></td>
<td>Cancellation Deadline (no record of grade on transcript)</td>
<td>Aug. 18</td>
<td>Jan. 12</td>
<td>June 1*</td>
<td>Aug. 17</td>
</tr>
<tr>
<td><strong>No Refund on Complete Withdrawals After This Date</strong></td>
<td>Sept. 1</td>
<td>Jan. 29</td>
<td>June 8*</td>
<td>Aug. 31</td>
<td>Jan. 28</td>
</tr>
<tr>
<td><strong>AUDIT</strong></td>
<td>Final Day to Change from Audit to Credit</td>
<td>Sept. 1</td>
<td>Jan. 26</td>
<td>June 8*</td>
<td>Aug. 31</td>
</tr>
<tr>
<td><strong>Final Day to Change from Credit to Audit</strong></td>
<td>Oct. 27</td>
<td>Mar. 30</td>
<td>July 6*</td>
<td>Oct. 26</td>
<td>Mar. 28</td>
</tr>
<tr>
<td><strong>GRADUATION AND RELATED REQUIREMENTS</strong></td>
<td>Final Day to File as a Candidate for Master’s Degree</td>
<td>Apr. 3</td>
<td>Oct. 2</td>
<td>Mar. 5</td>
<td>April 2</td>
</tr>
<tr>
<td><strong>Final Day to File Graduation Application</strong></td>
<td>Nov. 1</td>
<td>Mar. 1</td>
<td>July 1</td>
<td>Nov. 1</td>
<td>Mar. 1</td>
</tr>
<tr>
<td><strong>Final Day to Submit Dissertation Reading Copy</strong></td>
<td>Nov. 27</td>
<td>Apr. 20</td>
<td>July 16</td>
<td>Nov. 26</td>
<td>Apr. 19</td>
</tr>
<tr>
<td><strong>Final Day to Apply for the Doctoral General Exam</strong></td>
<td>Nov. 27</td>
<td>Apr. 20</td>
<td>July 16</td>
<td>Nov. 26</td>
<td>Apr. 19</td>
</tr>
<tr>
<td><strong>Final Day for Oral Defense of Dissertation</strong></td>
<td>Dec. 8</td>
<td>May 4</td>
<td>July 30</td>
<td>Dec. 7</td>
<td>May 2</td>
</tr>
<tr>
<td><strong>Final Day for Thesis Defense</strong></td>
<td>Dec. 8</td>
<td>May 4</td>
<td>July 30</td>
<td>Dec. 7</td>
<td>May 2</td>
</tr>
<tr>
<td><strong>Final Day for Comprehensive Exam</strong></td>
<td>Dec. 8</td>
<td>May 4</td>
<td>July 30</td>
<td>Dec. 7</td>
<td>May 2</td>
</tr>
<tr>
<td><strong>Final Day to Complete Work Needed for Graduation</strong></td>
<td>Dec. 15</td>
<td>May 11</td>
<td>Aug. 6</td>
<td>Dec. 14</td>
<td>May 9</td>
</tr>
<tr>
<td><strong>Final Day to Deposit Dissertation in Library</strong></td>
<td>Dec. 15</td>
<td>May 11</td>
<td>Aug. 6</td>
<td>Dec. 14</td>
<td>May 9</td>
</tr>
<tr>
<td><strong>Final Day to Deposit Thesis in Library</strong></td>
<td>Dec. 15</td>
<td>May 11</td>
<td>Aug. 6</td>
<td>Dec. 14</td>
<td>May 9</td>
</tr>
<tr>
<td><strong>Final Day to Submit Work Needed for Graduation/Admissions/Records</strong></td>
<td>Jan. 8</td>
<td>May 25</td>
<td>Aug. 13</td>
<td>Jan. 7</td>
<td>May 23</td>
</tr>
<tr>
<td><strong>HOLIDAYS AND VACATION DAYS</strong></td>
<td>Independence Day Holiday</td>
<td>July 4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Labor Day Holiday</strong></td>
<td>Sept. 4</td>
<td>Sept. 3</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Thanksgiving Vacation</strong></td>
<td>Nov. 22–26</td>
<td>Nov. 21–25</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Martin Luther King Day</strong></td>
<td>Jan. 15</td>
<td></td>
<td></td>
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<tr>
<td><strong>Spring Vacation</strong></td>
<td>Mar. 17–25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>INTERSESSION</strong></td>
<td>Intersession Registration</td>
<td>Nov. 6–Dec. 16</td>
<td>Apr. 9–May 12</td>
<td>April 9–July 30</td>
<td>Nov. 5–Dec. 15</td>
</tr>
</tbody>
</table>

*Dates may vary for Session I and Session II classes. Consult the Office of Registration, 230 Buchanan Hall.*
# Table of Contents

Message from President Boren ........................................... i
The Administrators ......................................................... ii
Welcome! ........................................................................ iii
Academic Calendars, 2006-07 and 2007-08 ..................... iv

Table of Contents .............................................................. v-viii

General Information ......................................................... 1
How to Use This Catalog .................................................. 1
Glossary of Terms and Abbreviations ............................... 3
What OU is all About ......................................................... 5
Organization ..................................................................... 6
Orientation and Advisement .............................................. 15
Career Planning ............................................................... 16

The OU Difference ............................................................ 15
The OU Difference ......................................................... 15
Programs for Academic Excellence ................................. 15
  University-Wide General Education ............................... 15
  The Edith Kinney Gaylord Expository Writing Program ....... 15
  Honors College ............................................................. 15
  Programs for Undergraduate Research ......................... 15
  Graduate Programs for Academic Excellence ................. 15
  National Merit Scholars ............................................... 15
  Oklahoma Scholar-Leadership Enrichment Program ........ 15
  Academic Common Market ........................................... 15
  Oak Ridge Associated Universities (ORAU) .................... 15
  Co-ops and Internships ................................................. 15
  Applications for Prestigious Scholarships and Fellowships . 15
  International Programs ................................................ 15

Special Facilities and Resources ......................................
  Libraries ........................................................................
  Archeological Survey ....................................................
  Biological Station, Lake Texoma ....................................
  Biological Survey ........................................................
  Carl Albert Congressional Research and Studies Center ....
  Center for the Creation of Economic Wealth ..................
  Oklahoma Climatological Survey ..................................
  Oklahoma Geological Survey ........................................
  University of Oklahoma Press ........................................
  Variorum Chaucer ........................................................

Museums and Collections ...............................................
  Fred Jones Jr. Museum of Art .......................................
  Sam Noble Oklahoma Museum of Natural History ..........
  Charles M. Russell Center for the Study of Art of the American West
  World Literature Today ................................................

Academic Majors — Undergraduate and Graduate ............

How to Apply to OU ......................................................... 21

Admission, Enrollment and Student Financial Services ....24

Admissions .................................................................
  Undergraduate Admission ............................................
  Deadlines for Application ............................................
  Credentials .................................................................
  Application Fee ...........................................................
  Resident Status ...........................................................
  English Proficiency .....................................................
  Admission of Freshmen ..............................................
  Admission of Transfer Students ...................................
  Other Applicants .........................................................
  Graduate Admission ....................................................
  Credit for Extra-Institutional Learning .........................

Preenrollment Assessment and Advising ........................

Office of the Bursar .........................................................
  Cost of Attending OU ..................................................

Enrollment Services .......................................................
  Classroom Management ..............................................
  Degree Audit Services ...............................................  
  Online Enrollment .......................................................  
  Pass/No Pass Option ..................................................
  Change of Enrollment ................................................
  Change of Address ....................................................
  Complete Withdrawal/Cancellation of Enrollment ...........
  Veteran Student Services ............................................

Financial Aid Services ....................................................
  Financial Aid Application Process ...............................  
  OU Financial Aid At-A-Glance ......................................

Office of Academic Records ...........................................
  Grades .................................................................
  Academic Forgiveness Policy .....................................
  Academic Appeals Board ...........................................
  Standards of Scholarship ...........................................
  Transcripts .............................................................
  Student Academic Records .......................................  
  Graduation .............................................................

Recruitment Services ....................................................
  Types, Locations, and Custodians of Educational Records ....39

Student Affairs .............................................................
  Vice President’s Office ...............................................
Table of Contents

Career Services .................................................
Center for Leadership Development ...................
Student Life ....................................................
Counseling and Testing Services ........................
Disability and Judicial Services ..........................
Henderson Scholars Program ...............................
Housing and Food Services ..............................
HSC Student Affairs ........................................
Oklahoma Memorial Union ..................................
OU Health Services ...........................................
Recreational Services ......................................
Student Media ..................................................

University College ..........................................

College of Architecture ..................................
General Information ........................................
Division of Architecture ...................................
Division of Construction Science ......................
Program in Environmental Design ....................
Division of Interior Design ..............................
Division of Landscape Architecture ..................
Division of Regional and City Planning ..............

College of Arts and Sciences ...........................
General Information ........................................
Administrative Officers ...................................
History and Purpose ........................................
The College Today ...........................................
Degree Programs Offered ................................
Types of Degrees Offered ................................
College Facilities and Programs ......................
Recognition of Academic Achievement ...........
Undergraduate Study ....................................
Enrollment Information .................................
Graduation Requirements ..............................
Optional Opportunities ...................................
Combined Curriculum .....................................
Planned Program ...........................................
Additional Bachelor’s Degrees ......................
Double Majors ..............................................
Minors .........................................................
Academic Units .............................................
African and African-American Studies .............
Anthropology, Department of ........................
Botany and Microbiology, Department of ...........
Chemistry and Biochemistry, Department of ......
Classics and Letters, Department of ................
Communication, Department of ......................
Economics, Department of ............................
English, Department of ................................
Film and Video Studies ................................

Health and Exercise Science, Department of ....
History, Department of ................................
History of Science, Department of ..................
Human Relations, Department of ....................
Interdisciplinary Perspectives on the Environment.
International and Area Studies, School of .......
Judaic Studies ..............................................
Library and Information Studies, School of .......
Mathematics, Department of ........................
Medieval and Renaissance Studies ................
Modern Languages, Literatures, and Linguistics, Department of
Native American Studies ................................
Philosophy, Department of ...........................
Physics and Astronomy, Homer L. Dodge Department of
Political Science, Department of ..................
Psychology, Department of ...........................
Religious Studies Program ............................
Social Work, School of ................................
Sociology, Department of ..............................
Women’s Studies ...........................................
Zoology, Department of ................................

College of Atmospheric and Geographic Sciences

Administrative Officers ....................................
Degrees Offered .............................................
General Information .......................................
Programs for Academic Excellence ................
Special Facilities and Programs .......................
Undergraduate Study ....................................
Graduate Study .............................................

College Facilities and Programs ......................
Recognition of Academic Achievement ...........
Undergraduate Study ....................................
Enrollment Information .................................
Graduation Requirements ..............................
Optional Opportunities ...................................
Combined Curriculum .....................................
Planned Program ...........................................
Additional Bachelor’s Degrees ......................
Double Majors ..............................................
Minors .........................................................
Academic Units .............................................
African and African-American Studies .............
Anthropology, Department of ........................
Botany and Microbiology, Department of ...........
Chemistry and Biochemistry, Department of ......
Classics and Letters, Department of ................
Communication, Department of ......................
Economics, Department of ............................
English, Department of ................................
Film and Video Studies ................................

The University of Oklahoma 2006-2008 General Catalog

vi
<table>
<thead>
<tr>
<th>College of Fine Arts</th>
<th>International Programs Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Officers</td>
<td>General Information</td>
</tr>
<tr>
<td>General Information</td>
<td>School of International and Area Studies</td>
</tr>
<tr>
<td>History/Mission</td>
<td>Education Abroad and International Student Services</td>
</tr>
<tr>
<td>Undergraduate Study</td>
<td></td>
</tr>
<tr>
<td>Graduation</td>
<td></td>
</tr>
<tr>
<td>Graduate Study</td>
<td></td>
</tr>
<tr>
<td>Academic Units</td>
<td></td>
</tr>
<tr>
<td>School of Art</td>
<td></td>
</tr>
<tr>
<td>School of Dance</td>
<td></td>
</tr>
<tr>
<td>School of Drama</td>
<td></td>
</tr>
<tr>
<td>School of Music</td>
<td></td>
</tr>
<tr>
<td>A. Max Weitzenhoffer Department of Musical Theatre</td>
<td></td>
</tr>
<tr>
<td>Graduate College</td>
<td></td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>Graduate Degrees Offered</td>
<td></td>
</tr>
<tr>
<td>Admission Information</td>
<td></td>
</tr>
<tr>
<td>Cost and Financial Support</td>
<td></td>
</tr>
<tr>
<td>Enrollment, Grades, and Graduation</td>
<td></td>
</tr>
<tr>
<td>Graduate College Standards</td>
<td></td>
</tr>
<tr>
<td>Information for Master’s Students</td>
<td></td>
</tr>
<tr>
<td>Information for Doctoral Students</td>
<td></td>
</tr>
<tr>
<td>University of Oklahoma Health Sciences Center</td>
<td></td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>College of Allied Health</td>
<td></td>
</tr>
<tr>
<td>College of Dentistry</td>
<td></td>
</tr>
<tr>
<td>College of Medicine</td>
<td></td>
</tr>
<tr>
<td>College of Nursing</td>
<td></td>
</tr>
<tr>
<td>College of Pharmacy</td>
<td></td>
</tr>
<tr>
<td>Graduate College</td>
<td></td>
</tr>
<tr>
<td>College of Public Health</td>
<td></td>
</tr>
<tr>
<td>Honors College</td>
<td></td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>OU Scholars Program</td>
<td></td>
</tr>
<tr>
<td>Gaylord College of Journalism and Mass Communication</td>
<td></td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>Undergraduate Study</td>
<td></td>
</tr>
<tr>
<td>Graduate Study</td>
<td></td>
</tr>
<tr>
<td>College of Law</td>
<td></td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>Curriculum</td>
<td></td>
</tr>
<tr>
<td>College of Liberal Studies</td>
<td></td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>Undergraduate Study</td>
<td></td>
</tr>
<tr>
<td>Graduate Study</td>
<td></td>
</tr>
<tr>
<td>General Information About the College of Liberal Studies</td>
<td></td>
</tr>
<tr>
<td>Reserve Officers Training Corps</td>
<td></td>
</tr>
<tr>
<td>Department of Aerospace Studies</td>
<td></td>
</tr>
<tr>
<td>Department of Military Science</td>
<td></td>
</tr>
<tr>
<td>Department of Naval Science</td>
<td></td>
</tr>
<tr>
<td>Policies</td>
<td></td>
</tr>
<tr>
<td>Faculty of the University of Oklahoma</td>
<td></td>
</tr>
<tr>
<td>Index</td>
<td></td>
</tr>
</tbody>
</table>
How to Use This Catalog

This is the University of Oklahoma General Catalog for academic years 2003-2006. It describes degree programs available at OU and contains official descriptions of courses OU offers at the undergraduate and graduate levels on the Norman campus. This catalog also is available on the World Wide Web and may be found by following links on the University’s homepage at http://www.ou.edu.

Many courses listed in the catalog are not offered every semester. To find out whether a course is offered in a particular semester, consult a copy of the University of Oklahoma Class Schedule, which is available from University area bookstores or online at enroll.ou.edu.

Many academic units make changes in their degree requirements and courses between printings of the General Catalog. Check with the academic unit or college office to determine if changes have been made, or you may view undergraduate degree requirement on the Internet at http://checksheets.ou.edu; course descriptions may also be found at http://www.ou.edu/bulletins/courses/courses.htm. The catalog may also be viewed online at http://catalog.ou.edu/.

Explanation of Sections

GENERAL INFORMATION

The first chapter of the catalog contains general information about the University. The chapter summarizes the mission and organization of the University of Oklahoma and describes the academic programs, facilities and resources available at the university.

Located on the North Oval is Evans Hall, showing the university’s classic Cherokee Gothic style of architecture.
Admission and degree requirements for each college are explained in the college’s chapter. All new undergraduate students coming directly from high school, and many undergraduate transfer students, are admitted initially to University College and should consult the University College chapter. University College offers no degrees, and its mission is to assist students in making the transition to university life. Students remain enrolled in University College until they have declared a major and have completed the requirements for admission to a degree–requiring college.

Twelve colleges at OU offer undergraduate degree programs. Once students have met the requirements to enter a degree college, their records and advising are transferred from University College to the degree college. Transfer students who meet the requirements for admission will be admitted directly to a degree college. Graduate students are admitted directly to the Graduate College and professional students to the appropriate professional college.

You should read the chapter of the college that offers the degree program in which you plan to enroll.

**COURSE LISTINGS**

Course listings are detailed in a separate publication printed annually and designed to be used as a companion with this document.

**POLICIES**

This section of the catalog contains information about the Student Code of Responsibility and Conduct for the Norman campus, attendance policy, final examination policies, reasonable accommodation policy, and Procedures for the Release of Information About Students.

**ROTC**

Reserve Officer Training Corps programs available at the University are described along with their specific course listings.

**FACULTY**

This section of the catalog contains listings of the members of the faculty of the University of Oklahoma. The rank and academic credentials of each faculty member are listed after the name.

**INDEX**

The index at the end of the catalog provides a cross-reference for the information contained in this publication. Please refer to the index for the location of specific information.

**List of Publications and Where to Get Them**

Publications concerning a number of topics are available upon request or over the Internet. Contact the offices listed below for additional information.

**Prospective Student Services**

550 Parrington Oval, Room L-1
Norman, OK 73019-3032
(405) 325–2151

e-mail: ou-pss@ou.edu; or www.go2.ou.edu

*Information for Prospective Students*—information on admission, housing, financial aid, and scholarships with applications included.


*Campus Map* — www.visit.ou.edu/vc_campus_map.htm.

**Graduate College**

731 Elm Ave., Room 100
Norman, OK 73019
(405) 325–3811

[http://gradweb.ou.edu](http://gradweb.ou.edu)

*Graduate College Bulletin* — general information on graduate programs, admission, including an application for admission) and Graduate College regulations. Specific program information available upon request.

**Graduate College–Tulsa**

4502 E. 41st St.
Tulsa, OK 74135-2512
(918) 660-3660

[http://tulsagrad.ou.edu](http://tulsagrad.ou.edu)

General information on Tulsa programs.

**Division of Student Affairs**

Oklahoma Memorial Union, Suite 265
Norman, OK 73019-0401
(405) 325–3161

[http://www.dsa.ou.edu](http://www.dsa.ou.edu)

*University of Oklahoma Student Code* — deals with the responsibilities and conduct of students on the Norman campus;


**Office of Registration**

1000 Asp Ave., Room 230
Norman, OK 73019-4076
(405) 325–3572

*Class Schedule* — [http://admissions.ou.edu/registration.html](http://admissions.ou.edu/registration.html).

**College of Continuing Education**

1700 Asp Ave.
Norman, OK 73072-6400
(405) 325–1983

[http://www.outreach.ou.edu](http://www.outreach.ou.edu)

*Information Line for the College of Continuing Education* — (405) 325-4414.

*Intersession Schedule* — courses offered for December, May and August intersessions; view online at [www.intersession.ou.edu](http://www.intersession.ou.edu).

**Center for Independent and Distance Learning**

1600 S. Jenkins Ave.
Norman, OK 73072-6400
(405) 325–1921

[http://isd.ou.edu](http://isd.ou.edu)

*Independent Study Catalog* — information on correspondence courses offered in the fall, spring and summer.

*University of Oklahoma High School Schedule* — information on high school courses; view online at [http://ouilhs.ou.edu/](http://ouilhs.ou.edu/).

**College of Law**

300 Timberdell Road, #221
Norman, OK 73019-0701
(405) 325–4726

[www.law.ou.edu](http://www.law.ou.edu)

*College of Law Student Information Bulletin* — information on admission, programs and courses with admission applications.

**University College**

650 Parrington Oval, Room 100
Norman, OK 73019-0385
(405) 325–3521

[http://www.ou.edu/univcoll/](http://www.ou.edu/univcoll/)

*Student Success: A Parent’s Guide* — answers to questions most frequently asked by parents about the university and information about academic resources.

In addition to these publications, many of the colleges, schools and departments have printed material concerning programs and curricula. Contact individual departments for specific information.
Glossary of Terms and Abbreviations

The following glossary is provided to explain the academic terms and abbreviations used throughout this catalog. An explanation of the abbreviations used for academic subjects is located at the beginning of the course listings, which follow the college chapters.

ACADEMIC FORGIVENESS POLICY — policy set forth by the Oklahoma State Regents for Higher Education that allows for the exclusion from the retention grade point average of hours that meet the provisions of either the repeat policy or the reprieve policy.

ACADEMIC OVERLOAD — more than 19 hours in a semester or nine hours in a summer term.

ACCREDITATION — approval by a regional or professional accrediting association (e.g., The Higher Learning Commission of the North Central Association of Colleges and Schools).

ADD/DROP — the process by which a student changes his or her class schedule by adding a course, dropping a course, or both.

ADVANCED PLACEMENT — a test taken to determine a student’s level of competency in sequential courses such as mathematics, foreign languages and chemistry. This type of test is designed only to place a student in an appropriate level of classroom instruction and does not award college credit.

ADVANCED STANDING EXAMINATION — an examination taken to establish course credit without enrolling in the course.

ADVISEMENT — the process of planning a program and selecting courses with assistance from an adviser.

ADVISEMENT/DEGREE AUDIT (A/DA) — see DEGREE NAVIGATOR (DN).

APPLICATION FOR GRADUATION — the official form used in applying for a degree. This form may be obtained in the student’s college office.

AREA OF CONCENTRATION — a concentration of coursework within the major.

ATTEMPTED HOURS — total number of credit hours in which a student enrolls and receives a grade of A, B, C, D, F, P, NP, S, U, I, or N.

AUDIT — to attend a class regularly without receiving credit. Does not count toward full-time enrollment.

B.A. — Bachelor of Arts, the baccalaureate degree typically awarded in the arts and humanities.

B.S. — Bachelor of Science, the baccalaureate degree typically awarded in the sciences, engineering, and health professions.

BACCALAUREATE DEGREE — a degree awarded for the successful completion of an approved undergraduate program.

BACHELOR’S DEGREE — see BACCALAUREATE DEGREE.

CANCELLATION — an official act to terminate an enrollment before classes start for the term of enrollment.

CATALOG — an official publication listing degree programs.

CERTIFICATION PROGRAMS FOR TEACHERS — programs to qualify prospective public school teachers to meet Oklahoma state standards.

CHECKSHEET — a concise, one-page description of graduation requirements for a specific undergraduate major.

COLLEGE — an academic unit of the university, headed by a dean, offering instruction and granting degrees (or degree designations) in several areas of study.

COLLEGE OFFICE — the office of the college dean.

COMBINED CUMULATIVE GPA — grade point average based on all courses attempted, both OU and transfer.

COMBINED RETENTION GPA — grade point average based on all courses attempted, both OU and transfer courses, minus any courses repeated in accordance with the policy on repeated courses, remedial courses, and PE activity courses.

COMMENCEMENT — the ceremony at which degrees are conferred.

COMPLETE WITHDRAWAL — official withdrawal from all courses during a specific term or semester.

COMPREHENSIVE EXAMINATION — a required examination for a nonthesis master’s program that covers all fields of work offered for the degree.

CONCURRENT ENROLLMENT — simultaneous enrollment in two or more courses, programs, colleges, or campuses of the university.

CONDITIONAL ADMISSION — an admission category at the graduate level for students whose grade point average is below that required for full admission, who have coursework deficiencies in the relevant field of study, and/or who have incomplete application materials or lack the additional departmental information required for full admission. At the undergraduate level, students are admitted conditionally if they have incomplete academic credentials.

CONFERENCE (a degree) — award, upon successful completion of requirements.

COREQUISITE — a requirement that one course must be taken at the same time as another course.

CORRESPONDENCE STUDY — courses taken for credit by correspondence through the Independent Study Department.

COURSE — a unit of study for a semester or term.

CREDIT BY EXAMINATION — credit earned by advanced standing examination.

CREDIT HOUR — the unit of credit for one hour of lecture per week for a semester or the equivalent.

CURRICULUM — a program of study.

DEAN — chief administrative officer of a college.

DEGREE — a title conferred upon one who has successfully completed an approved program of study.

DEGREE NAVIGATOR (DN) — system that monitors a student’s progress toward completion of degree requirements. It provides information on coursework completed (both OU and transfer), coursework in progress, degree course requirements remaining, and grade point average. This package replaces the previous Advisement/Degree Audit (A/DA) system.

DIPLOMA — an official document certifying a degree earned.

DISSERTATION — a written report of research completed in fulfillment of the requirements for a doctoral degree.

DOCTORAL DEGREE — a graduate degree awarded for the completion of an advanced course of study emphasizing research, typically requiring 90 hours of course and research work beyond the bachelor’s degree, the completion of an independent research project, and the completion and successful defense of a dissertation.

DROP/ADD — see ADD/DROP.

EARNED HOURS — total number of credit hours awarded for completed courses in which the student has earned a passing grade.

ELECTIVES — courses taken for credit and grade but not to meet specific major course requirements for graduation.

ENROLLMENT — the process of choosing and officially registering in a set of courses for a semester or term.

ENROLLMENT FEE — the charge paid to enroll in courses.

ENROLLMENT VERIFICATION — written confirmation of current or past enrollment for student loan institutions or other companies. Obtained through the Office of Academic Records.

FACULTY ADVISER — the faculty person assigned to assist the student in program planning and course selection.

FEE — a charge paid by students for services, e.g., course fee, student activity fee, health fee, etc.

FEE WAIVER — a reduction in the fees a student must pay to enroll in courses at the university.

FRESHMAN — undergraduate student with fewer than 30 credit hours.

FULL STANDING — an admission category at the graduate level for those students who meet the requirements for admission to a specific program.

FULL-TIME STUDENT — an undergraduate student enrolled in 12 or more hours in a semester or six or more hours in a summer term. Graduate students should see the Graduate College section of this catalog.

GENERAL EDUCATION REQUIREMENTS — common set of courses or categories of courses that are required of all undergraduate students to complete a degree.

GMAT — Graduate Management Admissions Test administered by the Educational Testing Service and used by some business colleges and schools.
as one item in the application packet for predicting success in graduate school.

**GOOD STANDING** — status accorded students who meet certain grade point average requirements.

**GPA** — grade point average.

**GRADE POINT AVERAGE** — total grade points divided by total grade point hours.

**GRADE POINT HOURS** — credit hours attempted for letter graded courses (A, B, C, D, F).

**GRADE POINTS** — four points for each credit hour of A, three for each hour of B, two for each hour of C, one for each hour of D, zero for each hour of F.

**GRADUATE COURSEWORK** — 5000- and 6000-level courses.

**GRADUATE STUDENT** — a student who has already earned a baccalaureate degree and who is admitted to the Graduate College and enrolled in Graduate College advanced courses (usually 4000-, 5000- and 6000-level) that could lead to a master’s or doctoral degree.

**GRADUATION FEE** — a fee charged to help pay the costs of the diploma, commencement and other graduation expenses. There is an additional fee for rental of the academic attire.

**GRADUATION GPA** — see RETENTION/GRADUATION GPA.

**GRE** — Graduate Record Examination administered by the Educational Testing Service and used by some departments as one item in the application packet for predicting success in graduate school.

**INCOMPLETE (I)** — a grade that may be given to a student who has not completed all of the requirements for a course prior to the end of the semester or term.

**INDEPENDENT STUDIES COURSES** — one-semester, individualized programs of study approved by a faculty instructor and departmental chair.

**INTERSESSION** — a short session offered between regular semesters and between regular semesters and the summer term.

**JUNIOR** — undergraduate student with between 60 and 89 credit hours.

**LETTER GRADE** — a grade of A, B, C, D or F.

**LOWER-DIVISION COURSEWORK** — 1000- and 2000-level courses.

**MAJOR** — the subject matter declared for in-depth study.

**MAJOR FIELD** — see MAJOR.

**MASTER'S DEGREE** — a graduate degree awarded for the completion of an advanced course of study, typically requiring 30 hours of coursework beyond the bachelor’s degree.

**MATRICULATE** — to initially enroll at a university.

**MINIMUM DEGREE REQUIREMENTS** — minimum fulfillment of each specific requirement.

**MINOR** — a secondary field of study in addition to the major.

**NEUTRAL GRADE** — a grade which is not used in calculating grade point averages (AU, AW, P, NP, S, U, W, I, N, X).

**OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION** — colleges and universities receiving state funds and governed by the Oklahoma State Regents for Higher Education (OSRHE).

**ONLINE ENROLLMENT (OE)** — a Web-based process of choosing and officially registering in a set of courses for a semester or term.

**OU CUMULATIVE GPA** — grade point average based on all courses attempted at OU.

**OU RETENTION GPA** — grade point average based on all courses attempted at OU minus any OU courses repeated in accordance with the policy on repeated courses, remedial courses, and PE activity courses.

**OVERLOAD** — see ACADEMIC OVERLOAD.

**PASS/NO PASS GRADE OPTION (P/NP)** — a neutral grade option selected for individual courses. Individual colleges may or may not accept the P/NP option.

**PETITION** — a formal, written request, which, if approved, will allow modification or waiver of a specific requirement.

**PLACEMENT EXAMINATION** — a non-credit examination taken to determine the level in which a student should enroll in a sequential series of courses. This examination does not award college credit.

**PLANNED PROGRAM** — an individualized degree program designed by a student in consultation with faculty and/or degree college advisers in lieu of a regular major.

**POST-MASTER'S COURSEWORK** — coursework completed after a master’s degree is conferred.

**PREREQUISITE** — a requirement, usually credit in another course, which must be met before a particular course can be taken.

**PROBATION** — an academic warning that a student is in academic difficulty, which could lead to suspension from the University. Undergraduate students may be placed on academic probation for an indefinite period of time by the university if they do not meet the requirements outlined in this catalog under the section called Scholastic Regulations and Standards.

**PROBATIONARY ENROLLMENT** — enrollment on probation.

**PROFICIENCY EXAMINATION** — see PLACEMENT EXAMINATION.

**PROVISIONAL ADMISSION** — a temporary admission category which should not exceed 120 days. Note: This policy applies only to the College of Continuing Education.

**REGISTRATION** — consists of advisement through the college office, enrollment in courses, and payment of tuition and fees.

**REPEAT POLICY** — policy set forth by the Oklahoma State Regents for Higher Education that allows for the exclusion from the retention GPA of hours of repeated courses in which the original grade was a D or F up to a maximum of four courses, not to exceed 18 hours.

**REPRIEVE** — policy set forth by the Oklahoma State Regents for Higher Education that allows for the exclusion from the retention GPA of hours in one semester, or two consecutive semesters, that have been petitioned and approved in accordance with the guidelines of the policy.

**RESIDENT STATUS** — the classification of students as either in-state or out-of-state for admission and tuition purposes.

**RETENTION** — eligibility for continued enrollment.

**RETENTION/GRADUATION GPA** — grade point average computed excluding those courses repeated or reprieved, in accordance with the academic forgiveness policy, as well as remedial and PE activity courses and used to determine a student’s eligibility to enroll in classes and to graduate.

**SATISFACTORY (S)** — passing neutral grade in courses graded on an S/U basis.

**SATISFACTORY-UNSATISFACTORY GRADED COURSES (S/U)** — courses selected by departments to be graded without letter grades.

**SCHOLARSHIP** — a cash award or tuition waiver awarded to a student.

**SEMESTER** — a 16-week academic session.

**SEMESTER CREDIT HOUR** — see CREDIT HOUR.

**SEMESTER GPA** — grade point average based on all courses attempted during a single semester at OU.

**SENIOR** — undergraduate student with 90 or more credit hours.

**SENIOR INSTITUTION** — a college or university offering baccalaureate degree programs.

**SENIOR VICE PRESIDENT AND PROVOST** — the chief academic administrative officer of the Norman or Health Sciences Center campus, reporting directly to the university president.

**SOPHOMORE** — undergraduate student with between 30–59 credit hours.

**SPECIAL STUDENT** — an admission category available to students who are admissible to the university and wish to take courses without pursuing a degree. Undergraduate students are limited to nine hours; graduate students are limited to 24 hours.

**STOP-OUT** — a university policy that allows students who have not graduated or been suspended to break their enrollment at the University for no more than one major semester and a summer term and return to the University without applying for readmission. Students may also attend consecutive summer terms without going through the readmission process.

**SUMMER TERM** — an eight-week session held in June and July.

**SUSPENSION FOR POOR SCHOLARSHIP** — occurs when a student fails to meet minimum requirements of probation. The student is not eligible to attend classes at the university for one semester and must apply and be approved for readmission in order to re-enter the university.
Thesis — a written report of research or creative activity completed in partial fulfillment of the requirements of a course or degree.

TOEFL — Test of English as a Foreign Language administered by the Educational Testing Service and used to determine the level of English proficiency for students for whom English is a second language.

Transcript — a written report of a student's academic record. An "official transcript" must bear the seal of the university and the signature of an authorized university official.

Transfer Course Equivalent — an OU course that substantially matches the content and credit hours of a transfer course.

Transfer Course Substitution — a transfer course that, while not equivalent to a specific course at OU, is similar enough in content that it may be used to fulfill the requirement that the OU course fulfills. Substitutions are student specific and must be approved by the dean’s office of the student’s degree-recommending college.

Transfer Credit Evaluation — an assessment of a student’s transfer credit, generally performed at the time of admission, in which OU course equivalencies are established (if possible) for individual transfer courses. This evaluation is used by academic advisors in degree checks and student advisement.

Transfer Cumulative GPA — grade point average based on all transfer courses attempted.

Transfer Retention GPA — grade point average based on all transfer courses attempted, minus any courses repeated in accordance with the policy on repeated courses.

Transfer Work — credit earned at another institution.

Tuition — the charge in addition to enrollment fees paid by all students to enroll in courses at the university.

Tuition Waiver — a reduction in the tuition a student must pay to enroll in courses at the university.

Unclassified Student — a graduate student in unclassified status is not a candidate for a degree, nor does unclassified status offer assurance of future admission to a degree program.

Undergraduate — a student enrolled in courses leading to a baccalaureate degree.

Unsatisfactory — nonpassing neutral grade in courses graded on the S–U basis.

Upper-Division Coursework — courses numbered 3000 and 4000.

Visitor — an admission category for graduate students in good academic standing in a graduate program at other accredited institutions who wish to take courses at the University of Oklahoma to transfer back to their home campus.

Withdrawal (W) — an official act to terminate a student’s total enrollment for a semester. Also a neutral grade that may be given to a student who withdraws from a course with a passing grade.

What OU is All About

Mission

The mission of the University of Oklahoma is to provide the best possible educational experience for our students through excellence in teaching, research and creative activity, and service to the state and society.

The University of Oklahoma recognizes, appreciates and actively pursues its special responsibility to help make Oklahoma a good place in which to live and work. The university is also part of a world community of scholars, and its activities make national and international contributions. Graduates of the university hold important leadership positions in the state and throughout the world. As the university meets its broad scholarly responsibilities, it targets many activities to bring maximum benefits to the state.

To encourage excellence, the university attracts, develops and retains outstanding faculty and staff; attracts capable students who will provide future leadership for the state, region and nation; provides superior library, laboratory, classroom, performance and computer facilities; and engages in ongoing planning, analysis and management for the effective use of its resources.

Undergraduate Education

The university uses the liberal-professional model of education to provide undergraduates with the knowledge and skills needed to contribute and succeed in a rapidly changing global society. Capitalizing upon the strengths of an outstanding faculty unique to a research university, OU offers undergraduate education in a wide array of majors to meet the interests of students and the needs of the state. Admission to undergraduate programs is selective. Students are expected to be above the average for college applicants in ability and to have the maturity to work diligently and effectively in a demanding academic environment.

The university endeavors to instill in its undergraduates the tradition of lifelong learning, the capacity for critical thinking, the ability to work effectively in groups, the flexibility to adapt successfully to a rapidly changing world, and an enthusiasm for creativity. These qualities enrich an individual’s life and enable one to contribute to the making of a better world.

University of Oklahoma graduates understand our rich human heritage; comprehend differing approaches used by the arts, humanities and sciences in creating that heritage; develop the ability to make ethical, critical and analytical judgments; and use spoken, written and symbolic language to communicate effectively.

Graduate Programs

The University of Oklahoma and the Graduate College are committed to providing the best graduate education possible for its students, an education that prepares its graduates to assume leadership positions in the fields and professions in which they are educated. Admission to the graduate programs is highly selective. Students are expected to have superior academic ability, a high level of motivation and commitment to their discipline or profession. Strong emphasis is placed on faculty strength in teaching, research and creative activity; a critical mass of faculty and students; student quality; compatibility with other established university programs; and contributions to the state and nation’s health, cultural, scientific, social and economic needs.

Research, Scholarship and Creative Activity

National and international recognition in research, scholarship and creative activity in disciplinary and interdisciplinary areas is one of the primary goals of the University of Oklahoma. Consequently, faculty members at the University of Oklahoma are national leaders in their fields and, as such, are outstanding role models for students. They actively seek and obtain external support for research from the federal government, private foundations and corporations. Faculty at the University of Oklahoma also cooperate with faculty from other research universities and health sciences centers, and individuals in the private sector and government agencies.

Research and creative activities enrich education and promote learning excellence for students by developing new knowledge for our society; allowing emerging issues, breakthroughs and new information and perspectives to be shared swiftly in the classroom; and introducing students to the process of creativity and discovery. A major research university enlivens the community and, in our modern society based on information and technology, encourages and supports economic and social development in the state.

Continuing Education and Service to the Public

The University of Oklahoma meets the growing needs of the state and nation for lifelong learning by offering continuing education programs that are built on the strengths of its academic programs. As a major public university, the University of Oklahoma has a responsibility to offer a broad range of high quality educational programs tailored to meet the needs of individuals for retraining or upgrading their skills. These programs are offered at times, in locations, and in formats to best serve the needs and schedules of adult learners.

The University is committed to offering degree programs, especially at the graduate level, for place-bound students in the state’s urban areas and to supporting the state’s economic development through education and research programs.
In the area of arts and culture, the University of Oklahoma plays a unique role as a nationally recognized center in the state and Southwest for selected artistic and cultural activities. The University’s artistic and cultural activities advance knowledge; enrich the campus and community; enhance Oklahoma’s quality of life; and contribute to the state’s development, attractiveness, and prosperity.

ACCREDITATIONS

Achievement and maintenance of high academic standards entitle the University of Oklahoma to accredited membership in the Higher Learning Commission of the North Central Association of Colleges and Schools. In addition, more than 80 graduate and undergraduate programs at the university’s Norman, Oklahoma City and Tulsa campuses have been accredited by various external agencies and professional organizations.

Nationally accredited programs on the Norman campus include:

Accounting and Business Administration — American Assembly of Collegiate Schools of Business
Architecture — National Architectural Accreditation Board
Art — National Association of Schools of Art and Design
Aviation — Aviation Accreditation Board International
Business Administration (Finance, Business Strategy and Legal Studies, Management, and Marketing) — American Assembly of Collegiate Schools of Business
Computer Science — Computing Accreditation Commission of ABET
Construction Science — American Council for Construction Education
Counseling Psychology — American Psychological Association
Drama — National Association of Schools of Theatre (NAST)
Education — National Council for Accreditation of Teacher Education
Engineering (Aerospace, Architectural, Chemical, Civil, Computer, Electrical, Engineering Physics, Environmental, Industrial, Mechanical, and Petroleum) — Engineering Accreditation Commission and Accreditation Board for Engineering and Technology EAC/ABET
Fred Jones Jr. Museum of Art — American Association of Museums
Institute of Child Development — National Association for the Education of Young Children
Interior Design — Foundation for Interior Design Education Research
Journalism and Mass Communication — Accrediting Council on Education in Journalism and Mass Communication
Landscape Architecture — Landscape Architectural Accreditation Board
Law — American Bar Association and the Association of American Law Schools
Legal Assistant Program — American Bar Association
Library and Information Studies — American Library Association
Music — National Association of Schools of Music
Regional and City Planning — American Planning Association
Sam Noble Oklahoma Museum of Natural History — American Association of Museums and American Society of Mammalogists
Social Work — Council on Social Work Education

Nationally accredited programs at the Health Sciences Center include:

Dentistry and Dental Hygiene — American Dental Association Committee on Accreditation of Dental and Dental Auxiliary Educational Program
Education of the Deaf, Speech Pathology, and Audiology — Council on Education for the Deaf, American Speech-Language-Hearing Association, and Education Training Board
Medicine M.D. Program — Liaison Committee on Medical Education

Medicine Physician’s Associate Program — American Medical Association and Accreditation Review Committee on Education for Physician Assistants (ARC-PA)
Nuclear Medicine Technology — Joint Review Committee on Education in Nuclear Medicine Technology
Nursing — National League for Nursing
Nutritional Sciences — American Dietetic Association
Occupational Therapy — Accreditation Council for Occupational Therapy Education
Pharmacy — American Council on Pharmaceutical Education
Physical Therapy — Committee on Accreditation in Physical Therapy Education (CAPE) of the American Physical Therapy Association
Public Health — Council on Education of Public Health
Radiation Therapy Technology — Joint Review Committee on Education in Radiologic Technology
Radiography — Joint Review Committee on Education in Radiologic Technology
Speech Pathology and Audiology — American Speech-Language-Hearing Association and Professional Services Board

Ultrasound — Commission on Accreditation of Allied Health Education Programs (AMA)

Organization

UNIVERSITY GOVERNANCE

The university is a part of the Oklahoma State System of Higher Education, which is composed of all higher education institutions supported wholly or in part by state appropriations. The Oklahoma Regents for Higher Education is the coordinating board for the system.

The university — as part of the public educational system of the state, established by legislative action and supported by annual legislative appropriations — places emphasis on sound scholarship, good citizenship, and the duties of the individual to the community and the commonwealth.

By constitutional enactment, the governance of the university is vested in the OU Board of Regents, a board consisting of seven members appointed by the governor with the advice and consent of the State Senate. Each member is appointed to serve for seven years, except when appointed to fill an unexpired term, and is subject to removal from office only as provided by law for the removal of officers not liable to impeachment.

The Oklahoma Regents and the university regents approve the requirements for admission and graduation, the degrees offered, and the fees and expenses. The boards reserve the right to change these requirements.

The president is charged with the educational and business management of the entire university. Upon recommendation of the faculties and by authority vested in him/her by the regents, the president confers all degrees.

The senior vice president and provost, Norman campus, and the senior vice president and provost, OU Health Sciences Center, are the chief administrative officers for the two campuses and provide academic and administrative leadership.

The registrar and associate vice president for Enrollment and Student Financial Services supervises admission and registration to the university and keeps the academic records of students enrolled on the Norman campus.

The vice president for student affairs and staff are the officials responsible for the nonacademic activities, programs and services of student life.

University College provides an advisory system for freshmen and assists students in choosing a field of study. The administrative functions are exercised by the dean of University College.
Each college, except University College, has its own faculty, consisting of the dean and the members of the faculty who teach courses in the college. The faculties set the requirements for graduation for the several schools and colleges and recommend to the president that he/she confer degrees upon those students who have completed these requirements. The dean of each college is its executive officer.

The general faculty of the University of Oklahoma Norman campus is composed of all faculty members with regular appointments. The Norman campus general faculty does not include faculty members with temporary appointments. The Norman campus Faculty Senate is the legislative group of the general faculty. It is composed of 50 members elected by the general faculty with senatorial seats apportioned according to the number of full-time faculty in the college. Faculty who are not members of a degree-recommending college are treated as a separate college for election. The senate exercises the legislative powers of the faculty and has the power to initiate any legislation requiring approval by the OU Board of Regents. Subjects for review or legislation can be brought to the attention of the Senate by written communication from any member of the university community or any officially constituted agency.

Norman Campus

The central campus and the offices of administration of the University of Oklahoma are located on some 3,500 acres in Norman, a city of more than 100,000 residents. Norman is located near the center of the state, 20 miles south of Oklahoma City, the state capital.

The colleges housed on the Norman campus are University College, the College of Architecture, the College of Arts and Sciences, the College of Atmospheric and Geographic Sciences, the Michael F. Price College of Business, the College of Earth and Energy, the College of Education, the College of Engineering, the Weitzenhoffer Family College of Fine Arts, the Graduate College, the Honors College, the Gaylord College of Journalism and Mass Communication, the College of Law, and the College of Liberal Studies. The Norman campus also is headquarters for the College of Continuing Education, which directs outreach programs throughout the state and around the world.

The Norman campus consists of four sections — central campus, south campus, research campus, and north campus. Most of the academic and administrative buildings are located on the central campus, noted for its Cherokee Gothic architecture and award-winning landscaping. Also situated on the central campus are the university residence halls; Sarkeys Energy Center; University Libraries; Fred Jones Jr. Museum of Art; Catlett Music Center, including Sharp Concert Hall and Pitman Recital Hall; Oklahoma Memorial Union; recreational facilities, including the Huston Huffman Physical Fitness Center and the Murray Case Sells Swim Complex; Gaylord Family – Oklahoma Memorial Stadium; the Everest Indoor Training Center; and the Oklahoma Center for Continuing Education, a year-round educational center and conference site. Located one block east of the central campus is the OU Brandt Park and Duck Pond, a recreational area used throughout the year by OU students and Norman residents. David A. Burr Park is conveniently located near residence halls and other recreational facilities.

South Campus

Immediately adjacent to central campus is the south campus, site of the Law Center and OU Foundation; the University apartments; the world-class Sam Noble Oklahoma Museum of Natural History; Lloyd Noble Center and parking complex; the John Crain Field at the OU Soccer Complex; the Headington Family Tennis Center; the Jimmie Austin University of Oklahoma Golf Course; L. Dale Mitchell Baseball Park; the Marita Hines Fields – OU Women’s Softball Complex; the Sam Viersen Gymnastics Center; and OU’s Children’s World Learning Center.

Research Campus

OU’s new 271-acre Research Campus is anchored by the Stephenson Research and Technology Center, where cutting-edge research into life science fields ranging from robotics to genomic studies is taking place, and the National Weather Center, a 244,000-square-foot facility opened in August 2006. This facility houses the National Weather Center programs, a confederation of state and federal organizations that work together on educational, pure and applied research, and operational activities along with the University of Oklahoma components of the Weather Center including the: School of Meteorology, Cooperative Institute for Mesoscale Meteorological Studies, Center for Analysis and Prediction of Storms, Environmental Verification and Analysis Center, Sasaki Applied Meteorology Research Institute, and Oklahoma Climatological Survey. The federal agencies that are part of the Weather Center include: the National Severe Storms Laboratory, Storm Prediction Center, National Weather Service Office (Oklahoma City), WSR-88D (NEXRAD) Radar Operations Center, and Warning Decision Training Branch. OU’s Research Campus has been certified by the Oklahoma Department of Commerce as Site Ready, which enables the university to capitalize on fast-moving economic opportunities and enables site selectors to readily find quality land and facilities that meet nationally established criteria in a timely fashion.

North Campus

North campus, which is two miles north of the main campus, includes the Merrick Computer Center; Max Westheimer Airport, the University-operated airport that also serves the City of Norman; and Swearingen Research Park, where government agencies and industry have established facilities.

Other research and study units of the university include the Biological Station on Lake Texoma; the Sutton Avian Research Center in Bartlesville; the Oklahoma Geophysical Observatory at Leonard near Tulsa; the Aquatic Biology Fisheries Research Center in Noble near Norman; and the Oklahoma Biological Survey, Oklahoma Archeological Survey and Charles M. Russell Center for the Study of Art of the American West in Norman. In addition, the Oklahoma Geological Survey is a separate state agency located on the Norman campus and responsible to the University of Oklahoma Regents.

Health Sciences Center

The University of Oklahoma Health Sciences Center is the state’s major educational resource for training physicians, dentists, nurses, pharmacists, public health specialists and a wide range of allied health personnel. The campus has almost 3,000 students enrolled in its more than 70 graduate and undergraduate degree programs.

The center is composed of the College of Allied Health, College of Dentistry, College of Medicine, College of Nursing, College of Pharmacy, College of Public Health and Graduate College. There are approximately 1,775 faculty members and 3,217 staff employees at the OU Health Sciences Center.

Faculty and students use the clinical, laboratory and teaching facilities at the OU Medical Center, Veterans Administration Medical Center, The Children’s Hospital at OU Medical Center, Presbyterian Hospital, Dean A. McGee Eye Institute, Oklahoma State Department of Health, Oklahoma Medical Research Foundation, other affiliated hospitals in Oklahoma City, the major teaching hospitals in Tulsa, the Veterans Administration Hospital
in Muskogee and various affiliated hospitals and clinics in other locations in Oklahoma. The OU Health Sciences Center is the educational core of a group of 28 public and private health care institutions that make up the Oklahoma Health Center.

Also housed at the University of Oklahoma is OU Physicians, the state’s largest physician group. The practice encompasses nearly every adult and child specialty. Many OU Physicians have expertise in the management of complex conditions. Such expertise is unavailable anywhere else in the state, region or sometimes even the nation. Some have pioneered surgical procedures or innovations in patient care that are world firsts. They also serve as faculty at the University of Oklahoma College of Medicine and train the region’s future physicians.

OU-Tulsa Schusterman Center

The OU-Tulsa Schusterman Center is located in the heart of mid-town Tulsa at 41st and Yale. On this campus both the OU Health Sciences Center and the OU Norman Campus offer programs that serve more than 1,300 students and medical residents.

Degree programs offered at the Schusterman Center include:

**Allied Health**
- Master of Occupational Therapy
- Master of Physical Therapy

**Architecture**
- Master of Architecture-Urban Design
- Master of Science in Architectural Urban Studies

**Arts & Sciences**
- Bachelor of Arts in Human Relations*
- Master of Human Relations
- Master of Science in Knowledge Management
- Master of Library and Information Studies
- Master of Arts in Organizational Dynamics
- Master of Public Administration
- Master of Social Work

**Education**
- Bachelor of Science in Education, Early Childhood*
- Master of Education in Educational Administration
- Doctor of Education in Educational Administration

**Engineering**
- Master of Science in Telecommunications Systems
- Doctor of Philosophy in Electrical and Computer Engineering
- Doctor of Philosophy in Engineering

**Liberal Studies**
- Bachelor of Arts in Liberal Studies*
- Master of Arts in Liberal Studies/Administrative Leadership

**Pharmacy**
- Doctor of Pharmacy
- Public Health
- Master of Public Health in Health Administration and Policy

**Medicine**
- Doctor of Medicine
- 9 Residency Programs

**Nursing**
- Bachelor of Science in Nursing*
- Master of Science in Nursing

*All bachelor degree programs at OU-Tulsa are degree completion programs. OU-Tulsa offers the third and fourth year of the programs.

The vision of the OU-Tulsa is to build a nationally-recognized center of higher education excellence in select areas that emphasize the strong campus-community partnerships and that leverage the unique opportunities and needs in the Tulsa region.

OU has a long history in the Tulsa area. The earliest program of the University of Oklahoma in Tulsa started in 1957 as a partnership with the Tulsa-City County Library. This program averaged 50 students a year and was one of the first programs to be part of the Tulsa Graduate Center, which became University Center at Tulsa in 1982.

Recognizing the potential community impact of an expansion of OU services in Tulsa, the Oklahoma State Legislature enacted Senate Bill 453 in 1972 that created a clinical branch of The University of Oklahoma College of Medicine in Tulsa. Today, the OU College of Medicine enrolls 60 medical students in their third and fourth years and trains 181 residents who conduct 200,000 patient visits annually at the college’s ambulatory clinics.

Although OU’s presence in Tulsa has been longstanding, it changed dramatically in 1999. As a result of the transformational $10 million gift from the Charles and Lynn Schusterman Family Foundation and the leadership of President David L. Boren, OU was able to purchase 60 acres at the corner of 41st and Yale, previously the BP-Amoco Research Center. The OU programs in Tulsa had been located in a wide variety of physical locations. By the fall of 2002, all OU academic programs in Tulsa were located at the Schusterman Center campus. This campus has allowed OU to better serve the community by providing a strong, centralized identity in Tulsa.

Future students or others interested in programming at the OU-Tulsa Schusterman Center should visit [http://tulsa.ou.edu](http://tulsa.ou.edu) or call (918) 660-3318.

**College of Continuing Education**

The College of Continuing Education provides academic outreach opportunities to the state, region and nation. As the administrative unit for outreach at the University of Oklahoma, continuing education programs are the means by which the university extends its resources to the people of Oklahoma and beyond. By encompassing comprehensive, multidisciplinary academic services and programs that focus on the needs of adult learners, the College of Continuing Education offers both credit and non-credit courses, seminars, workshops, conferences, correspondence study, public service activities, and travel/study programs. The diversity and quality of the services available through continuing education programs provide an exciting and challenging academic experience.

The College of Continuing Education develops and administers instructional activities that utilize the insight and expertise of the University of Oklahoma faculty in conjunction with community professionals in the areas of business, science, education, and the arts. The goal of the College of Continuing Education is to adapt, extend, and apply knowledge to meet the educational needs of individuals, organizations, and communities beyond the traditional campus environment.

In addition to the following departments and services, the College of Continuing Education is constantly developing new programs. For information regarding the most recently initiated programs please direct inquiries to: College of Continuing Education, 1700 Asp Ave., Norman, OK 73072-6400.
Tulsa Continuing Education Office
Peter Correia, Director
The University of Oklahoma has been committed to providing continuing education resources to the Tulsa area for more than 28 years. The Tulsa Continuing Education Office offers a variety of continuing education opportunities addressing youth services through workshops, seminars and conferences.

For more information regarding the Tulsa Continuing Education Office or any of the programs described below, contact: Peter Correia, Director, Tulsa Continuing Education Office, 4502 East 41st St., Tulsa, OK 74135 or call (918) 660-3700.

The National Resource Center for Youth Services
The National Resource Center for Youth Services is the nation’s most extensive resource focusing on adolescent issues. Located in the Schusterman Center, the center has developed a comprehensive national program providing training, technical assistance, conference planning, and information and referral services to public and private child welfare and youth service agencies. For more than 10 years, the NRCYS has delivered timely, culturally competent training and technical assistance, increasing the capacity of public and private agencies to effectively serve youth and their families.

The NRCYS also serves as a national leader in the sponsorship and coordination of key state, regional and national conferences addressing the needs of professionals serving youth and families. The National Resource Center sponsors its own annual summer training conference, Working with America’s Youth, attended by service providers from across the country, and convenes influential leaders in the field of independent living. The National Resource Center brought to the forefront the needs of older youth in care through sponsorship of the first and only national youth development conference. This conference, Destination Future, is attended by the nation’s foster care and homeless youth population, along with their adult workers and sponsors.

Additionally, the center acts as an information clearinghouse and broker of innovative program models for working with youth and families. The center serves as a model publishing house in the area of youth services. The National Resource Center develops curricula and materials to respond to emerging trends and national initiatives in the areas of children and youth services. Additionally, the center always is pursuing model programs and materials for development and dissemination to the field.

The NRCYS serves as the umbrella organization for a number of state and national programs designed to prepare social service providers to work effectively with youth and their families. Information may be obtained by calling (918) 660-3700.

NATIONAL RESOURCE CENTER FOR YOUTH DEVELOPMENT
The National Resource Center for Youth Development is a national program component of the NRCYS dedicated to bringing the concepts of youth development to the public child welfare system. Through this program, comprehensive on-site technical assistance and training is provided to public child welfare agencies to assist them in implementing effective, developmentally appropriate services for adolescents.

Juvenile Personnel Training Program
The Juvenile Personnel Training Program is the statewide training component of the National Resource Center for Youth Services. The JPTP serves as a training and technical assistance resource for public and private sector juvenile justice, child welfare, and delinquency prevention agencies in the state of Oklahoma.

The Oklahoma Center for Continuing Education
Today some 35,000 individuals a year choose our unique residential facility for their meetings, conferences, and other activities. What makes our residential facility unlike other conference centers? We offer a comprehensive learning environment with full telecommunication capabilities, a convenient central location and an informal, separate campus within a campus. Surveys indicate that OCCE is one of the most affordable conference sites in the nation. OCCE’s out-of-state participants fly into Will Rogers International Airport in Oklahoma City (20 miles away), which is served by most major and commuter airlines.

Located on the south side of the University of Oklahoma’s Norman campus, the Oklahoma Center for Continuing Education is one of 11 W.K. Kellogg Foundation-funded continuing education centers in the world.

Conference participants can expect comfortable surroundings accentuated by a superb cuisine when they stay at OCCE. Residential facilities include the Sooner Hotel, housing up to 146 people in its double and single rooms, and the Sooner Suites, 10 duplex cottages, each with two bedrooms. The Commons Restaurant accommodates 600 people in its combination of cafeteria, banquet halls, and private dining room. Special banquets can be arranged, whether participants prefer an Oklahoma barbecue or international fare.

Because of this array of unique meeting, housing, and dining facilities, OCCE is recognized as one of the nation’s leading university-based residential conference centers.

Information Technology
OU Information Technology’s (IT) vision is to create and sustain an environment where all students, faculty, and staff have easy, accurate, secure, and reliable access to the information services and resources they need to succeed.

OU IT provides world-class information technology services that support and advance the mission of the University of Oklahoma, as well as an information technology infrastructure that supports the University of Oklahoma’s institutional goals, and serves in a leadership role in providing the best educational experience for our students. For more information, visit http://it.ou.edu, call (405) 325-HELP, or e-mail needhelp@ou.edu.

CONNECTIVITY
The University of Oklahoma is tops in the Big 12 in connectivity and was named one of the 100 “Most Wired” campuses by Forbes. OU’s “Most Wired” campus includes:

- **High Speed Connections** — OU IT provides data ports in all residence hall rooms and university-owned apartments at a transfer rate of 10/100 Mbps. Network connections are also available in most public areas such as the Oklahoma Memorial Union, Bizzell Library, and in staff and faculty offices.
- **Convenient Wireless** — In January 2006, more than 15% of campus had wireless coverage. By summer 2007, OU IT will cover more than 40% of campus, including most priority areas identified by the students. OU IT plans to have a wireless campus by 2008.
- **SoonerConnect** — SoonerConnect is the University of Oklahoma’s way of bringing high-speed Internet access and campus connectivity to your residential computer. Students, faculty, staff, and OU affiliates qualify for SoonerConnect. With download speeds ranging from 128k-3mbps, this service provides faster access to bandwidth intensive resources.

ONLINE SERVICES
OU IT’s functions vary, but our purpose does not. We are committed to providing the online services necessary to enable and enhance the educational experience for students, faculty, and staff. As part of this commitment, we provide:

- WebCT and Desire2Learn Course Management Software (http://webct.ou.edu and http://learn.ou.edu);
- Post-It file sharing space for exchanging large files up to 1GB (http://post-it.ou.edu);
- Enrollment and bursar payment (http://enroll.ou.edu and http://pay.ou.edu);
- Grades, schedules, and transcripts through Student Services (http://studentservices.ou.edu);
STANDARD SERVICES
OU students, faculty, and staff have access to the following standard services:

- Upgraded classroom technology, including training, checkout, and support;
- A Sooner Account, which provides access to the university’s OUNet system, e-mail account, personal web space, and computer lab workstations (http://account.ou.edu);
- Computer labs equipped with Dell and Macintosh workstations, printers, wired and wireless internet access, digital media stations, and work areas specifically designed to meet the guidelines for computing as specified in the Americans with Disabilities Act;
- Complimentary $10 printing allowance for computer labs;
- Personal web page address and network storage space that can be used to publish web pages;
- Application Training to help faculty and staff achieve and maintain a current skill set with the latest software applications (http://itcourses.ou.edu);
- Self-Service test scanning at Felgar Hall and Gould Hall IT service centers, and drop-off service for test scanning at the IT Cushion service center and Merrick facility;
- Technology support 24 hours a day 7 days a week by phone at (405) 325-HELP, or in person at any of our IT service centers: Felgar Hall, Room 300 (M-F, 8 a.m.–5 p.m.); Gould Hall, Room 264 (M-F, 8 a.m.–8 p.m.); Couch Computing Center (24/7).

DISCOUNTS
OU IT offers the following discount products and services to students, faculty, and staff via the IT Store (http://itstore.ou.edu):

- Special deals on Dell, Apple, Microsoft, and Adobe/Macromedia hardware and software;
- Free Symantec Anti-Virus Software;
- Reduced rates on Cingular/AT&T service;
- Enhanced Service Level Agreements for personal computers; and
- Free music downloads with ou.edu email address through Ruckus (http://www.ruckus.com).

EMPLOYMENT

Computerworld named OU IT one of the “100 Best Places to Work” in IT 2006. OU IT offers:

- Opportunities for technology interns, students, and IT professionals;
- An innovative and diverse work environment;
- Unbeatable benefits;
- Online payroll and benefits administration;
- Technology and training symposiums; and
- Access to online training such as Gartner and Microsoft.

Orientation and Advisement

Orientation

ORIENTATION FOR NEW STUDENTS

Advising and orientation of students at the University of Oklahoma is a continuous process designed to provide OU students with the knowledge they need to succeed academically and socially. For many students, the process begins while they are still in high school during Sooner Saturday, an on-campus introduction to the university for prospective students and their parents.

Initial academic advising for new students is provided through several activities that present information to new students and their parents about...
academic and non-academic programs of the university, along with individualized academic advising and the opportunity to pre-enroll in classes for the fall semester. These include:

• Summer Enrollment Program—University College’s summer orientation and advance enrollment program for new freshmen and undecided or prehealth transfer students who have been admitted to the university. Parents of students are encouraged to attend.

• OU Scholars Enrollment—a summer advance enrollment program for new freshmen who are recipients of OU Scholar, National Merit, National Award and Conoco Phillips scholarships.

• Transfer Day—an orientation, advisement, and advance enrollment program for new transfer students held during the spring semester.

PRE-SEMESTER ORIENTATION
Additional orientation programs are provided for new students prior to the beginning of classes. These include:

• Sooner Orientation Weekend — a weekend of activities designed to get you settled into your new home at OU. Beginning on the Thursday before classes start, this event includes residence hall check-in, find-your-class tours, information booths, social events, entertainment and much more. The featured event, New Sooner Convocation, is the students’ formal induction into the University community and an event not to be missed. For more information, contact Student Life, Oklahoma Memorial Union, at (405) 325-3163.

• OU Scholars Workshop—OU Scholars are required to attend a 2½-hour workshop to assist them in making a successful transition to OU. Topics include campus resources, stress management, time management, and study skills. For more information, contact the OU Scholars Office.

• Orientation for Graduate Teaching Assistants—The Office of Instructional Development sponsors training programs for all teaching assistants during the week before classes begin in the fall semester. In addition, there is a special intensive five-day training program for new international teaching assistants. For more information, contact the Office of Instructional Development, 203 Hester Hall, (405) 325-2323.

• Training for UCOL Undergraduate Assistants — The Office of Freshman Programs conducts a one-day intensive training session for graduate teaching assistants and student assistants, typically held the Friday before classes begin. For more information contact, The Office of Freshman Programs, University College, 100 Carnegie Building, (405) 325-3967.

INTRODUCTORY COURSES
New students also have the opportunity to participate in one of two types of introductory courses during their first year of enrollment. These include:

• Gateway to College Learning—Each section is limited to a maximum of 28 students and is taught either by experienced and specially-trained faculty or senior staff members. The course deals with a variety of topics designed to introduce students to the university community and to help them make a successful transition from high school to college.

• Freshman Seminars—Each seminar is limited to 25 students and is taught by an individual faculty member who leads the students through an in-depth exploration of a specific intellectual topic.

Advisement
ACADEMIC ADVISEMENT AND COUNSELING SERVICES
General advising for most freshmen and many sophomores is provided by University College, a non-degree college that focuses on helping students make the transition to the university and provides them with academic advising and a variety of counseling activities to help them to select a major and to be successful academically. During the freshman year, the OU Scholars Program provides specialized advising services to OU Scholars, National Merit, National Award and Conoco Phillips Scholars.

Once students are admitted to a degree college, they are advised either by academic counselors in the college office or by faculty advisers in the department in which they are majoring.

In addition to formal academic advising, students may select from a wide variety of additional counseling and support services, including workshops offered by the Assessment and Learning Center and the Center for Student Life; individual career advising by Career Services; and academic assistance through the Writing Center and several tutoring programs.

Project Threshold
Project Threshold is an academic support program established in 1970 to provide services to students from educationally and economically disadvantaged backgrounds. The primary goal of this program is to provide services and programs that increase the persistence and graduation rates of program participants.

To accomplish this goal, Project Threshold provides personal, academic, and financial aid counseling as well as academic tutoring. In addition, small sections of freshman-level courses are offered to Threshold students to help ease the adjustment to larger college classes. The ethnic diversity of the staff further serves to provide the student a sense of belonging.

Inquiries should be directed to Project Threshold, 517 Physical Sciences Center, 601 Elm St., Norman, OK 73019-0315, (405) 325-6261.

GENERAL PRINCIPLES IN PLANNING A PROGRAM
• If you have selected a major, learn all the requirements for your chosen degree program.

• Prepare a plan of study showing the courses you will take each semester that will complete requirements for graduation.

• The degree program should be designed according to the rules and regulations that govern enrollment and graduation. These rules and regulations can be found in the specific chapter of this catalog providing information about the course offering your major as well as the chapter, “Admission, Enrollment, and Graduation.”

• Freshmen and sophomores who are unsure of a major should choose courses that will fulfill University-Wide General Education Requirements and provide exposure to disciplines that are of interest for selection of a major.

• Utilize the University General Catalog, the Degree Navigator system and degree checklists to plan your program.

• Take basic required courses such as English composition, foreign languages and mathematics that provide a sound foundation for future successful enrollments early in the academic program.

• Include courses early in the program that are required for admission to the degree college offering the chosen major.

• Schedule upper-division courses for the junior and senior years with few exceptions in your schedule.

• Look into such programs that will enhance your individual program as study abroad, internships, and research opportunities.

• Balance enrollments to avoid including too many heavy reading courses, too many laboratory courses, or too many credit hours in one semester or term.

• Attempt to schedule all specifically required courses prior to the final enrollment.

• Plan the final semester with fewer hours to allow for such activities as job interviews.

• Plan an enrollment of 12-19 hours, according to academic ability and responsibilities outside of class, for the fall and spring semesters (6-9 hours are appropriate for the summer term). Students should anticipate that each credit hour taken will normally require a minimum of two hours each week for study time outside of class.

GRADUATION PLAN
The University of Oklahoma has instituted a graduation plan for many degree programs. This plan requires the student and the university to sign a contract that guarantees the student can graduate in a specified period of time based on certain conditions that can be detailed when the student talks with an academic adviser on campus.
ACADEMIC MAJOR AND MINOR

Major

The major is the emphasis of study that provides depth of learning within the degree program. It is composed of specific requirements determined by the department through which the major is offered. Although many majors are highly structured, some offer flexibility, allowing choice of courses within preset guidelines. Each major is fully described in the section of this catalog where information is provided about the unit offering the major.

Minor

The minor is a secondary and optional area of interest for depth of study. It can be closely related to the major to serve as a support area, or it can be unrelated. The department through which it is offered sets the requirements for the minor. Presently, the College of Architecture, College of Arts and Sciences, College of Atmospheric and Geographic Sciences, Price College of Business, College of Continuing Education (Aviation), College of Engineering, Wittenbecker Family College of Fine Arts, Honors College, and Gaylord College of Journalism and Mass Communication offer approved minor programs. The minors are made available by the colleges to all students within the university, except for those in the College of Business that are for business majors only. The minor programs are described in the section of this catalog where information is provided about the unit through which they are offered. Upon graduation, the student’s official transcript will reflect completion of a minor if recommended by the student’s degree college.

Preparing for Graduate and Professional Studies

When preparing for your future, we encourage you to consider graduate and professional studies. Advanced study can provide more in-depth research and creative experiences in your chosen field of study. You will work closely with faculty on particular subjects to develop the skills necessary for research and independent thought.

Graduate assistantships and internships provide additional opportunities to develop your skills and talents while working toward an advanced degree. Attendance at professional meetings can provide opportunities for valuable exchanges of information and ideas with colleagues in your discipline.

Career options are greatly enhanced by completion of an advanced degree, and we hope you will avail yourself of the opportunities that are available at the University of Oklahoma.

Career Planning

Career Services

Career decision-making is a continuing process requiring active involvement in the investigation of self, education, and career possibilities. There are two main approaches to choosing a major and relating it to a career goal:

1. Choose a major because it is intellectually stimulating and develop gradually a career goal while progressing through the program; or,
2. Decide on a career goal first and then choose a major that will provide the best preparation for that career.

Whichever method you use, it is important to identify your skills, interests, and values; to explore majors and their relationships to careers; and to pursue a goal.

Developing educational plans and career goals are closely related, and the university offers a broad range of assistance to its students. Academic advisers from the various colleges and/or departments can help you select your academic major and plan a course sequence to fulfill degree requirements. The University College course (UCOL 1002) “Gateway to College Learning” is an excellent introduction to the university and a basic foundation on which to build your educational and career goals. In addition to the University College and the individual college and departmental advisement units, the following offices can be helpful:

- Assessment and Learning Center, Carnegie Building, Room 200
- Career Services, Oklahoma Memorial Union, Room 323
- Counseling and Testing Services, Goddard Health Center, Room 201
- Center for Student Life, Oklahoma Memorial Union, Room 370

Career Services (Oklahoma Memorial Union, Room 323) also offers programs to assist students in learning job search skills and providing various avenues to help students identify and obtain internships, co-ops and professional employment. Career Services provides a highly regarded program of on-campus interviewing, resume/job matching and credential services to bring you in contact with employers.

If you participate in the available programs and services, you can enjoy the satisfaction of the rich experiences offered by the University of Oklahoma. It’s your future; plan it wisely.

Career Planning Calendar

FRESHMAN YEAR

- Analyze your personal interests, needs, skills, values, and goals and identify skill areas you would like to develop.
- Participate in campus organizations and activities that interest you.
- Obtain career-related information by attending career fairs, using the Career Services library and discussing ideas with academic advisers, professors, other students, relatives, and friends (networking).
- Use computer-assisted guidance systems, including DISCOVER (located at the Assessment and Learning Center, 200 Carnegie Building).
- Participate in career-interest testing and interpretations (located at Counseling and Testing Services, 201 Goddard).
- Learn how to write a résumé and to interview for a summer job related to your career interests.
- Pick up a copy of “50 Clues To Getting the Job You Want With an OU Degree” from Career Services and act on the items appropriate for you.

SOPHOMORE YEAR

- Continue your appraisal of your skills, needs, interests, values, and goals.
- Interview individuals doing work of interest to you (information interviewing).
- Take advantage of courses available to assist you with career decisions.
- Look for opportunities to attend such events featuring employers as career fairs, campus organizations, and employer information meetings sponsored by Career Services, your college, or your department.
- Join a campus organization related to your major or career interests (more networking).
- Attend one or more of the Exploring Majors Series (schedules available at Center for Student Life, 370 Oklahoma Memorial Union).
- Examine the Career Services’ on-campus interview and résumé/job matching programs and determine the appropriate time to register with that office.
- Review Career Services internship and co-op resources and decide whether to apply.

JUNIOR YEAR

- Enhance your job search, résumé writing, and interview skills by attending workshops and using resources available through Career Services.
- Take an active role in campus organizations to develop leadership and communication skills.
- Develop a list of employers in your field and collect literature on these employers.
- Use campus career fairs to expand your contacts and to apply for jobs.
- Research internship/cooperative education opportunities through Career Services and your academic department and obtain career-related employment.
- Update your résumé.
- Use the Internet for career-related research.
SENIOR YEAR
• Register with Career Services and participate in the on-campus interviewing, résumé/job matching and/or credential services.
• Work with a Career Services professional to focus your job search.
• Identify and research specific employers you wish to contact.
• Contact the employers of choice.
• Review job openings available through Career Services and across campus.
• Use career fairs to apply for jobs.
• Attend meetings of professional associations as a student member to network with professionals in your field.
• Use the Internet to look for jobs and contact employers.
• Report salary offers and position acceptances to Career Services.

Academic Planning Calendar

FRESHMAN YEAR (0–30 hours)
• COMPLETE required freshman English composition courses (English 1113 and 1213).
• COMPLETE all other course requirements and any necessary application procedures for admission to the Norman campus degree college of choice by the end of the freshman year.
• COMPLETE any necessary testing for admission to major programs and degree colleges, such as the PPST (Pre-Profession Skills Test), as needed for admission to a teacher education program in the College of Education or the Writing Skills Test for admission to a journalism and mass communication program in the Gaylord College of Journalism and Mass Communication.
• INTERESTED students not previously admissible to the Honors Program should apply for admission as soon as the necessary hours and grade point average are acquired.

SOPHOMORE YEAR (30–60 hours)
• COMPLETE remaining requirements and the application procedures for admission to the degree college of choice at the University of Oklahoma Health Sciences Center.
• COMPLETE required courses and application procedures for formal acceptance into such Norman campus programs as health and exercise science, journalism and social work.
• FINALIZE decision about choice of major or run the risk of delaying graduation (some of the highly structured programs such as engineering require firm decisions during the freshman year).
• CONSIDER study abroad programs.

JUNIOR YEAR (60–90 hours)
• CONSIDER double major, minor, and area of concentration.
• COMPLETE any necessary testing and application procedures for admission to professional schools (such as the MCAT and application to medical schools the second semester).
• REQUEST initial graduation check from degree college office during the last semester of the junior year.
• CONSIDER such post-baccalaureate options as Fulbright Grants and Rotary Scholarships.

SENIOR YEAR (90 hours and above)
• ALL requests for program adjustments should be made no later than the beginning of the senior year.
• REQUEST final graduation check from degree college early in the last term of enrollment.
• APPLY for graduation during the last term of enrollment (applications should be submitted by March 1 for spring, July 1 for summer and November 1 for fall).
• SatisfY all remaining requirements for the degree program, including courses, hours, grade point average, residence, and any additional requirements for anticipated distinguished degree.
• APPLY for admission to post-baccalaureate programs and complete any required testing.
• DEGREES are formally conferred at spring commencement. Degrees are awarded and diplomas mailed at the end of each semester and summer session.

It is the student’s responsibility to meet deadlines and all other requirements from the beginning of the freshman year through graduation. Information about deadlines and requirements is available from advisers.
The OU Difference

Table of Contents
The OU Difference ........................................... 14
Programs for Academic Excellence ............... 14
University-Wide General Education ............. 14
Expository Writing Program .................... 15
Honors College ............................................. 17
Programs for Undergraduate Research ....... 17
Graduate Programs for Academic Excellence .... 17
National Merit Scholars ......................... 17
Oklahoma Scholar-Leadership ................. 17
Enrichment Program .................................. 17
Academic Common Market .................... 18
Oak Ridge Associated Universities (ORAU) ........ 18
Co-ops and Internships .............................. 18
Applications for Prestigious Scholarships and Fellowships ... 18
International Programs .............................. 18
Special Facilities and Resources .................. 19
Libraries .................................................... 19
Archeological Survey ............................... 20
Biological Station, Lake Texoma .............. 20
Biological Survey ........................................ 20
Carl Albert Congressional Research and Studies Center ...... 20
Center for the Creation of Economic Wealth .... 21
Oklahoma Climatological Survey ............... 21
Oklahoma Geological Survey .................... 21
University of Oklahoma Press ................. 21
Variorum Chaucer ..................................... 22
Museums and Collections .......................... 22
Fred Jones Jr. Museum of Art ................... 22
Sam Noble Oklahoma Museum of Natural History .... 23
Charles M. Russell Center for the Study of Art of the American West .... 23
World Literature Today ............................. 24

Introduction
You can get a college degree at any of hundreds of colleges, but you can only get an OU degree from the University of Oklahoma. OU is preparing students to be successful contributors to the global society of the 21st century, and whatever your field of study, your life will be enriched by experiences both inside and outside the classroom.

Contributing to the OU difference are:

- An outstanding and internationally recognized faculty to serve as your teachers, mentors, role models, and guides through your college years;
- 153 majors at the baccalaureate level, 133 master's degree areas, and 76 doctoral program fields;
- Professional programs in law, medicine, dentistry, the health professions, and various master's dual degree programs;
- An emphasis on sound academic advising and orientation for all students;
- A focused general education program;
- Funded research opportunities for students;
- A nationally recognized Honors College;
- The opportunity to study abroad at universities on five continents; and
- A culturally diverse campus community providing a supportive environment for students of all cultural backgrounds.

The wide variety of academic programs, the dedicated faculty, the multicultural and international student body, the unique resources, the friendly and supportive community, and the traditions developed during 116 years of striving for academic excellence all contribute to the OU difference — a difference you will benefit from and contribute to as an OU student and alumnus.

Also contributing to the OU difference is a wealth of special programs, facilities, and resources, many of which are described in this chapter.

Programs for Academic Excellence

University-Wide General Education

In today’s global society, the most important contribution a university can make is to help prepare its students for a lifetime of change and a future as an educated and responsible citizen. OU’s university-wide general education core curriculum, which was implemented in fall 1990, meets this challenge by providing a core curriculum of required courses designed to help students think creatively, reason and communicate clearly, and adapt quickly to a rapidly changing world.

OU was the first college in the state — and among the pioneers nationally — to organize its general education requirements into a focused curriculum that emphasizes the key areas of knowledge essential in today’s society and life in the 21st century.

In designing its general education curriculum, OU looked toward two new centuries—the 21st century, in which students will need to cope with global, societal and career changes — and OU’s second century, in which it will continue to produce leaders for the state, nation and world. OU’s general education curriculum is designed to help its students succeed after graduation, regardless of their field of endeavor. Because effective communication skills are essential, writing is emphasized across the general education curriculum. Courses also help students learn to express themselves orally, use mathematical analysis, examine and solve problems, appreciate the creative arts, explore the concepts and methodologies of the natural and social sciences, and better understand their own and others’ cultural heritages. Courses are designed to foster enthusiasm, curiosity and a desire to continue learning.

GENERAL EDUCATION REQUIREMENTS

A minimum of 40 credit hours of general education courses is required for graduation. The list of courses approved for general education credit is published in the class schedule. Courses must be distributed among the following areas:

I. SYMBOLIC AND ORAL COMMUNICATION (5 courses, 15-19 hours)

- English Composition (2 courses, 6 hours).
- Foreign Language (2 courses, 6-10 hours). This requirement can be satisfied by successfully completing two semesters of the same foreign language at the college level. It also may be satisfied by successfully completing two years of the same foreign language in high school or by demonstrating an equivalent level of competence on an assessment test. (Note: The College of Arts and Sciences requires its students to complete three semesters of college-level foreign language or pass an assessment test.)
- Mathematics (1 course, 3 hours).
• Other. Courses in this category are not required, but may be used when additional credit hours are needed to bring the total hours completed to 40. Approved courses in this area include communication, logic and public speaking.

II. NATURAL SCIENCE (2 courses, 7-8 hours)
• At least two courses of three or more credit hours each, and totaling a minimum of seven credit hours are required. The courses must be from different disciplines, and at least one course must include a laboratory component, denoted by [L] in the list of general education courses.

III. SOCIAL SCIENCE (2 courses, 6 hours)
• One course must be Political Science 1113, “American Federal Government,” (three hours)

IV. HUMANITIES (4 courses, 12 hours)
• Understanding Artistic Forms (1 course, 3 hours)
• Western Civilization and Culture (2 courses, 6 hours) One course must be History 1483, “United States 1492-1865,” or History 1493, “United States 1865 to Present.” The other course may not be History 1483 or History 1493.
• Non-Western Cultures (1 course, 3 hours)

V. SENIOR CAPSTONE EXPERIENCE (1 course, 3 hours)
• Designed to culminate a student’s undergraduate field of study and place it in a larger social, intellectual and professional context, the capstone experience should be an intensive experience in the major or interdisciplinary field at the senior level of performance. The capstone must include an in-depth writing component.

VI. UPPER-DIVISION REQUIREMENT
• In addition to the Senior Capstone Experience, at least one of the courses (minimum of 3 hours) used to satisfy the general education requirements must be at the upper-division level and outside of the student’s major.

The Edith Kinney Gaylord
Expository Writing Program

David A. Long, Director
Bizzell Memorial Library,
Room 4
Norman, OK 73019-6030
Phone: (405) 325-3583
FAX: (405) 325-3678
Internet:
http://www.ou.edu/provost/pronew/content/expository/home.html

FACULTY ROSTER
Professor Long; Lecturers Hackett, Hawkins, Locke, McAuley, Robertson, Russo, Samper, Scife.

General Information
WRITING IN THE WORLD
The art of written communication is an indispensable part of any university education. All students, from anthropology to zoology majors, must master academic writing in order to succeed in their courses. Still more, success on the job market and elsewhere in a global community depends on well-honed verbal skills. For university students, a head start on academic and career writing is provided in the form of a required freshman writing experience. Since argumentation is a kind of universal language in the academic community, where success in any discipline may depend on the ability to stake out a position and defend it, the freshman writing classroom is both a formative and a formidable place. There students are challenged to think about what they read, to think about what they hear in class, to think about how they write, to think (again) about what they think, and, most of all, to think for themselves. In this process they learn how to articulate, to edit, and to develop their ideas.

EXPOSITORY WRITING AT A GLANCE
To guide students to this goal, the Expository Writing Program at OU offers a series of freshman writing seminars. A student-generated and administration-sponsored initiative, the Expository Writing Program has been modeled after the Harvard University Expository Writing Program and began its inaugural year in the fall of 2004. The freshman writing seminars are topic-based courses that use carefully selected readings in the topic area to generate frequent and provocative writing assignments. Exploring the topic of an EXPO class is done mostly through writing and for the sake of writing. In other words, the topic is not intended to serve as preparation for major-related work (as it might be in a lecture course); it is only the means of developing critical thinking and writing skills that are transportable to future college assignments across the curriculum. Each course is organized around the production of four major essays of five to ten pages and requires 30 or more pages of writing per student for the semester. Each major essay produced by the student entails a 20-30 minute revision conference with the lecturer. Several shorter, ungraded writing assignments also receive written feedback and are preliminary to the major essays. There are no exams in these courses; students will be evaluated and graded for the quality of their final version of each major essay, as well as general improvement and class participation.

TWO DIFFERENT WAYS TO FULFILL THE 1213 REQUIREMENT
A freshman writing seminar, designated as EXPO 1213, may be taken as an alternative to ENGL 1213. Expository Writing courses, though designed to inculcate the same skills as English freshman composition courses, are different in some important ways. Freshman writing seminars are taught by professors who hold either a Ph.D. or an MFA; their enrollment is capped at 16 students; each of them investigates a specific topic with inter-related readings; and they place a sustained emphasis on the revision process in argumentative writing. Sections of ENGL 1213 are taught by graduate students in the Department of English; they are capped at 24 students; they cover a wider range of topics in somewhat less depth; and while they attend closely to the elements of the academic argument, they give less attention to the revision process of the individual student.

HOW TO ENROLL IN
EXPOSITORY WRITING
These courses are not just for Honors students and OU scholars. Since students of all abilities can make significant progress in EXPO 1213/1223, every freshman who seeks to improve his or her reading, thinking, and writing skills is invited to participate in the Expository Writing Program, though the limited size of the program will limit the enrollment. Students who already have credit for 1113 and 1213 are encouraged to take EXPO 1213/1223 anyway as a useful introduction to college writing. In fact, EXPO 1213 and EXPO 1223 are not two separate
classes: the students in the class who signed up for EXPO 1213 will earn three hours of 1200-level composition credit, and the students who signed up for EXPO 1223 will earn three hours of lower-division Western Civilization and Culture credit. Enrollment in EXPO 1213/1223 is open on a “first come, first serve” basis to all students with fewer than 30 credit hours (i.e., first-year students). Those who have already taken ENGL 1213 or who possess over 30 credit hours may join a wait list for a particular section of EXPO 1223. For more information about these courses and their prerequisites, please contact the Expository Writing Program at 325-3583 or go by the office in Room 4 on the lower level of Bizzell Memorial Library.

List of Topics

DEEP PLAY
Plato said that “life must be lived as play” — indeed, only in doing so are we “able to propitiate the gods.” This course is designed around the idea that game playing is of our very essence, and that to understand what play is all about is to understand what we are all about. How does an opera resemble a professional wrestling match? How is a Sooners football game like a novel? What anxieties come into play in a game of hide-and-seek, or at a gaming table? In addition to looking at their own experiences of play, students will consider play from anthropological, historical, and theoretical perspectives.

THEIR AMERICA
A study of the importance of immigrants in the history and practice of civic life in the United States, this course is both richly historical and aimed at current debates. In contexts ranging from nativist debates in the 1920s to the aftermath of 9/11 right up to the present moment, this course weigths the criteria of membership in a democracy and the responsibility of citizens in the U.S. toward those who come from outside its borders. We will explore what can be learned about a political community from the way it welcomes newcomers.

WORLD OF SOUND
Sound - from the tiniest vibrations to the most complex orchestrations - is fundamental to our life and society, yet only infrequently do we stop to consider the effects of a musical composition, a spoken word, or broadband frequencies and other sonic wallpapers. In this class we will tune into various noises of culture by considering topics such as music and lyrics, movie soundtracks, programmed music (Muzak), the local soundscapes, meditation and silence, and language. By employing the methodologies and testing the conclusions of acoustic ecologists, musicians, poets, and others, we will seek to gain an understanding of the social impact of sound technology and the resonance of the human voice.

MYTH AND HERO
Are myths lies, truths, or something in-between? We explore the richly textured character of Theseus, a hero of Greek myth, with special reference to his transformations in the image of the Cowboy Hero in Native, Latino, White, and popular cultures. How does the Hero Myth influence our thinking about freedom, violence, gender, the natural world, and national identity?

VARIETIES OF RADICAL DISSENT
Focused on an American penchant that dates back to the earliest colonies, this course will attempt to discern the complex position of radicalism in a variety of contexts, including race, gender, environment, and aesthetics. Starting with the Revolutionary resistance of the founding fathers, it will move through major statements in civil rights, women’s rights, environmentalism, and modernist art, in each case evaluating the rhetorical ways and means of radical dissent (i.e., a concerted challenge to the status quo).

FOOD AND POWER
This course explores the relationship between food and power, particularly in the context of today’s industrial agriculture. Beginning with a discussion of what we know about our food and how it is produced, we move into an examination of two powerful shifts in food service and production: fast food and genetic engineering. Our final unit explores eating disorders, obesity, and how cultural ideas about the body influence eating patterns.

GOSSIP, RUMOR AND URBAN LEGEND
Sorting through a global array of juicy tales that became proverbial, this course will explore the practice and performance of gossip, rumor, and the very popular genre of urban/contemporary legend from a folkloric, sociological, and anthropological perspective. By reconstructing the tales, the motives of the tale-tellers, and the social impact of what they told, students will come to understand the intimate fears, desires, and lived experiences of communities trying to make sense of their respective worlds.

SURVIVOR CULTURE
What does a man’s or woman’s ability to survive in the wilderness signify for a technologically advanced culture, such as the United States in 2006? What drives a modern subject to “go” primitive? What does it mean to be cast away? What does it take to survive in a capitalist economy? What is Post Traumatic Stress Disorder? What must one “carry” to survive either the worst of human or natural disasters, from the Vietnam War to Hurricane Katrina? This course will engage these and other questions as it maps Americans’ fixation upon narratives of survival, from the colonial period to the present.

MODERN MONSTERS
This course investigates the birth of the modern monster in the Western world. Beginning with a few old-school monsters from Homer’s Odyssey and the brothers Grimm, it explores the Industrial Revolution, Freudian psychology, Nazi Germany, contemporary science, and cinematic representations of the monstrous in seeking to answer the question: How are the monsters of the modern age different from their ancestors, and what do they reveal about the times in which we live?

CHILDSHOOD REVISITED
If there have always been children, was there always childhood? What texts have survived to tell us how childhood has been experienced and understood in different historical epochs and diverse cultural contexts? What do your own memories tell you about childhood? This course connects the writing process with the making and remodeling of modern childhood. Readings range from educational novels to scientific baby biographies to testimonies of holocaust survivors. We will view a children’s fantasy film and a documentary about the global politics of child labor. Students will develop expository writing skills through conducting interviews, sketching conceptual maps, and revising essays.

VIOLENCE AND THE SACRED
Beginning with Biblical human sacrifice and extending to the contemporary phenomenon of suicide bombing, this course examines how human communities have used symbolic violence to forge a common identity and to establish boundaries between themselves and others. Why do cultures create “scapegoats” in times of crisis? Why do religions of peace produce prophets of terror? Why do secular states cloak their wars in sacred language? We will address these questions by reading first-hand accounts and literary interpretations of violent episodes such as the medieval crusades, ethnic cleansing in Bosnia, and Jihadist terrorism.
Honors College

The Honors College provides a curricular program for academically talented and motivated undergraduate students who wish to pursue the cum laude degree designation on their diplomas. Transfer students and current OU students with a 3.40 grade point average and 15 college credit hours, are eligible to apply. Also eligible are direct-from-high school students in the top 10 percent of their graduating class (or a 3.75 GPA) with a 29 ACT or 1280 SAT.

Honors students benefit from small classes taught by excellent faculty, special advising on projects, undergraduate research and internship opportunities, and special programs such as Honors at Oxford, Peer Mentoring, dinner with the Dean, etc.

OU Scholars Program

The OU Scholars Program is the single largest source of talent-based scholarships and support services for direct-from-high-school freshmen entering the University of Oklahoma. Interested students in their senior year in high school should fill out the general freshman scholarship application at freshscholarshipapp.ou.edu. Preference for scholarship awards is given by date of receipt; applications received after February 1 are not considered for OU Scholar awards.

Scholarship awards are made weekly by the OU Scholars Selection Committee. Awards are based on both a standardized test score (ACT or SAT) and high school performance (either unweighted high school grade point average or high school class ranking) criterion.

The OU Scholars advising staff is familiar with the concerns and issues common to academically talented students and provides specialized enrollment, orientation, and advising services to OU. National Merit, National Award & Conoco Phillips Scholars during their freshman year. OU Scholars also enroll early during their freshman year, and have expanded library privileges.

Programs for Undergraduate Research

Undergraduate Research Opportunities Program (UROP)

The Undergraduate Research Opportunities Program is designed to provide financial awards to undergraduate students for research, scholarly or creative projects under the sponsorship of a faculty member. UROP provides the students mentors with departmental funds to allow them to benefit from direct participation in research.

Administered by the Honors College, UROP has two competitions each year, one in the fall semester for projects to be carried out the following spring and/or summer, and a second in the spring semester for projects to be carried out in the following summer and/or fall.

UROP provides undergraduate students with the opportunity to become actively involved at the leading edge of their area of study, and to work in close association with a faculty sponsor. Through UROP undergraduate students become more active participants in their education. Interested students are strongly urged to pursue this exciting opportunity. For more information, contact the Honors College at (405) 325-5291.

Undergraduate Research Day

The Honors College sponsors an annual conference every spring on the Saturday of Mom’s Day to allow undergraduates from the University of Oklahoma and other colleges and universities in the region to present their research and creative work.

Paper sessions scheduled throughout the day and chaired by distinguished faculty members offer parents and other students an opportunity to see the quality of scholarly work from these students. Represented disciplines include the performing arts, creative writing, social sciences, life and natural sciences, engineering, and business. Cash awards are given to the best presenters within each discipline.

Graduate Programs for Academic Excellence

The university and the Graduate College strive to promote excellence in all areas of graduate study. Several programs are available to enrich the graduate and research arena and to encourage and reward graduate students for outstanding contributions to their disciplines. Among these are the Dissertation Prizes, Graduate Teaching Awards, and the annual Graduate Student Recognition Day. Doctoral Study Grant awards, which are sponsored by the Oklahoma State Regents for Higher Education, and federally sponsored fellowship awards also are available in many graduate program areas.

For additional information on any of the programs mentioned above or other programs that may be available, please refer to the Graduate College section of this catalog.

National Merit Scholars

The University of Oklahoma has made a long-standing commitment to the recruitment and retention of outstanding high school students who have been recognized as Semifinalists/Finalists in the National Merit Scholarship competition. All National Merit Finalists automatically qualify for the Oklahoma Academic Scholars Program administered by the Oklahoma State Regents for Higher Education along with a tuition waiver scholarship and cash stipend from the university. Upon entering the university, these students receive a laptop computer, a one-time travel-study stipend, specialized academic advising, early enrollment privileges and a great deal of personalized attention from the office of National Scholars Programs. They also have the benefit of taking departmental advanced standing exams free of charge during their undergraduate careers. For further information, contact National Scholars Programs at (405) 325-1290, via e-mail at nationalscholars@ou.edu, or visit the National Scholars Programs website at nationalscholars.ou.edu.

Oklahoma Scholar-Leadership Enrichment Program

Interdisciplinary seminars that bring students into a unique learning environment with distinguished scholars are offered through the Oklahoma Scholar-Leadership Enrichment Program (OSLEP). Students with a minimum 3.0 grade point average are eligible to apply. OSLEP is a statewide program so OU students compete for admission with students from the other universities in the state. Seminars provide three hours of upper-division (University Course 4000) or graduate (GRAD 5003) credit. Some, but not all, seminars are approved for general education credit.

Scholars from many fields meet with small seminar groups — no more than 20 students — in intensive study and discussion of some aspect of the overall theme, the future of humanity. Recent topics have included the moral and public policy issues involved in stem cell research, creation and evolution, positive psychology, American Indian identity and meaning, and Etruscan archaeology. Seminar sessions normally meet between 8:30 a.m. and 4:30 p.m. each day for five days. Seminars are scheduled over weekends and during intersession to minimize absence from other classes.

The University of Oklahoma administers the program on behalf of the Oklahoma State Regents for Higher Education. Interested students can contact the OSLEP office or look on-line at www.oslep.org for the current schedule of seminars and additional information. The OSLEP office is located in Monnet Hall, Room 559, 630 Parrington Oval, 325-4309; e-mail oslep@ou.edu.
Academic Common Market

The Academic Common Market is an interstate agreement for sharing academic programs through an exchange of students across state lines. Students have access to selected programs not offered in their home states without having to pay out-of-state tuition. The Southern Regional Education Board, of which the University of Oklahoma is a member, coordinates the activities of the Academic Common Market. Information on participating states and degree programs included in each state in the Academic Common Market is available by contacting the Graduate College, Robertson Hall, (405) 325-3811, or by writing to the Southern Regional Education Board, 592 10th Street, N.W., Atlanta, GA 30318-5970.

Oak Ridge Associated Universities (ORAU)

Since 1949, students and faculty of the University of Oklahoma have benefited from its membership in Oak Ridge Associated Universities (ORAU). ORAU is a consortium of 91 colleges and universities and a contractor for the U.S. Department of Energy (DOE) located in Oak Ridge, Tennessee. ORAU works with its member institutions to help their students and faculty gain access to federal research facilities throughout the country; to keep its members informed about opportunities for fellowship, scholarship, and research appointments; and to organize research alliances among its members.

Undergraduates, graduates, postgraduates, as well as faculty enjoy access to a multitude of opportunities for study and research through the Oak Ridge Institute for Science and Education (ORISE), the DOE facility that ORAU operates. Students can participate in programs covering a wide variety of disciplines, including business, earth sciences, epidemiology, engineering, physics, geological sciences, pharmacology, ocean sciences, biomedical sciences, nuclear chemistry, and mathematics. Appointment and program length range from one month to four years. Many of these programs are especially designed to increase the numbers of under-represented minority students pursuing degrees in science- and engineering-related disciplines. A comprehensive listing of these programs and other opportunities, their disciplines, and details on locations and benefits can be found at www.orau.gov/orise.educ.htm, or by calling either of the contacts below.

ORAU’s Office of Partnership Development seeks opportunities for partnerships and alliances among ORAU’s members, private industry, and major federal facilities. Activities include faculty development programs, such as the Ralph E. Powe Junior Faculty Enhancement Awards, the Visiting Industrial Scholars Program, consortium research funding initiatives, faculty research, and support programs as well as services to chief research officers.

For more information about ORAU and its programs, contact Richard D. Elmore, Robert and Doris Klabzuba Professor of Geology and ORAU Councillor for the University of Oklahoma at (405) 325-3253; contact Monnie E. Champion, ORAU corporate secretary, at (865)576-3306; or visit the ORAU Home Page at www.orau.gov.

Co-ops and Internships

Cooperative education, internships, and practicums, which are available in a wide variety of settings, can make students’ academic study come alive by providing practical experience related to their academic goals. This experience can help students evaluate their career choices and enhance their employability upon graduation.

More than 50 undergraduate fields of study offer positions, ranging from informal arrangements between a professor and a business colleague to formal, required internships. Some internships are paid positions; other field experiences may provide the opportunity to earn credit toward a degree while gaining practical work experience. Co-ops always are paid experiences.

Visit Career Services to identify openings and opportunities and contact the representative who coordinates specialized programs through your academic department. Career Services will help you learn the job-search skills and techniques necessary to be successful in the application process. For additional information, contact Career Services, 323 Oklahoma Memorial Union, (405) 325-1974.

Applications for Prestigious Scholarships and Fellowships

The Honors College maintains complete application information and works with outstanding undergraduates in their quest for Rhodes Scholarships, British Marshall Scholarships, Goldwater Scholarships, Truman Scholarships, Mellon Fellowships, and the Elie Wiesel Essay Competition.

Because each competition or program has its own particular rules and regulations, the Honors College also offers a one-credit-hour course each spring to help outstanding students begin to prepare themselves for such competition. For more information, contact the Honors College, 1300 Asp Ave., (405) 325-5291.

International Programs

INTERNATIONAL EXCHANGE PROGRAMS

International Exchange Programs is a component of the International Programs Center. The general mission of the Office of International Exchange Programs (IEP) is to enhance the international dimensions of the teaching, research and public service missions of the University of Oklahoma, to put the University more prominently on the world map and to internationalize the University.

To achieve these aims, the Office of International Exchange Programs coordinates faculty, research and student exchanges with 85 universities in Latin America, Europe and Asia with which the University has signed agreements of institutional exchange.

The Office of International Exchange Programs is located in 211 Old Science Hall, (405) 325-1607. Please consult the “International Programs Center” chapter of this catalog for in-depth information on international programs and opportunities offered, including Study Abroad.

Co-op and Internship Program

Clash of the Titans, an exhibit in the Sam Noble Museum of Natural History, features the Jurassic dinosaur “Apatosaurus,” (the long-necked formerly called Brontosaurus) and Saurophaganax, a giant predator found only in Oklahoma. (Photo by Erick Gfeller)
Special Facilities and Resources

The University of Oklahoma is home to a variety of special facilities and resources that contribute to the OU difference and enhance the opportunities available to OU students to achieve academic excellence.

University of Oklahoma Libraries

401 W. Brooks St. Norman, OK 73019
Phone: (405) 325-4142
Internet: http://library.ou.edu

FACILITIES

University of Oklahoma Libraries (http://library.ou.edu)
The University of Oklahoma Libraries in Norman, Oklahoma City, and Tulsa are a major resource for students and faculty at the university. The research library facilities on the Norman campus include the main library and separate branch libraries for architecture, chemistry-mathematics, fine arts, engineering, geology, and physics-astronomy. The OU Law Center also has a separate library, the Donald E. Pray Law Library, (http://jay.law.ou.edu/library) in its facility. The Library at the OU Health Sciences Center, the Robert M. Bird Health Sciences Library, (http://library.ouhsc.edu) supports teaching and research in medicine, nursing, dentistry, pharmacy and health-related disciplines. The OU-Tulsa Library supports students enrolled in Tulsa-based programs (http://tulsa.ou.edu/library/index.htm).

BIZZELL MEMORIAL LIBRARY

Bizzell Memorial Library, the main library on the Norman campus, consists of an original building constructed in 1929 and a large addition completed in 1958. The 1929 building was recently declared a National Historic Landmark and contains the Peggy V. Helmerich Great Reading Room, an elegant room beloved by students and alumni. The Doris W. Neustadt Wing was built in 1982 and added 150,000 square feet to the library facility. The library includes numerous study areas and comfortable reading lounges, as well as the popular Bookmark Coffee Shop, and the Oklahoma Canyon Garden, which offers an outdoor area for reflection and study.

GENERAL COLLECTIONS

The collections in the libraries total more than 4.8 million volumes and 45,000 print and electronic serials. Many online resources are also available including more than 200 databases and more than 270,000 electronic books. The libraries also contain more than 2.7 million federal, state, and international government publications, over three million pieces of microforms, many maps, manuscripts, and audiovisual materials.

SPECIAL COLLECTIONS

In addition to the general collections, there are four notable special collections.

History of Science Collections

The Collections’ invaluable holdings of 90,000 volumes, including 55 books published before 1500, feature first editions of works important for the history of science from the invention of printing, along with later editions, translations, early scientific journals and modern secondary sources and scholarly journals necessary to support a wide variety of research and scholarship in the history of science.

Western History Collections

The Western History Collections acquire materials on Oklahoma and western history, North American Indians, the settlement of the West and related topics. The Manuscripts Division has extensive holdings of photographs, microforms, oral history, maps and the University Archives. Holdings include 75,000 books, over 12,000 cubic feet of manuscripts and 1,000,000 photographs.

Bass Business History Collections

This special collection of over 24,000 volumes, additional archival materials, and reports provides research resources on the role of business, industry and labor in American life.

The John and Mary Nichols Rare Books and Special Collections

These collections are comprised of rare books and special materials in English, European, and American literatures dating from the 15th century to the present. A collection of general rare books, and a Bible collection complement the focal literature collections. The materials offer opportunities for interdisciplinary research in such fields as literary studies, the history of printing, and religion.

BRANCH LIBRARIES

The University Libraries include six branch libraries:

- Architecture Library (Gould Hall basement), (405) 325-5521
- Chemistry-Mathematics Library (Physical Sciences, Room 207), (405) 325-5628
- Engineering Library (222 Felgar Hall), (405) 325-2941
- Fine Arts Library (20 Catlett Music Center), (405) 325-4243
- Geology Library (L.S. Youngblood Energy Library, 220 Sarkeys Energy Center), (405) 325-6451
- Physics-Astronomy Library (219 Nielsen Hall), (405) 325-2887

SERVICES

Library Catalog and Web site (http://library.ou.edu)
The University of Oklahoma Libraries offer a wealth of electronic, print and nonprint resources. Students may access many library resources through the Libraries’ Web site, http://library.ou.edu, available 24 hours a day, 7 days a week. The library catalog and Library Online Resource Access (LORA) provide access to databases, books, e-journals, high-quality Web sites, government documents, and e-reference materials.

Circulation and Interlibrary Loan

Most library materials are available for loan to students and faculty. Loan policies are available at the circulation desks in the library facilities and on the libraries’ home pages. Materials not held by the libraries may be obtained through interlibrary loan services on all three campuses. Delivery on-campus is available via Sooner Xpress.

Reference Services

Reference and information service is available in all library facilities, in person, by telephone, and by e-mail. Individuals may visit the reference desk at their convenience for assistance with questions, assignments or specific databases. They may also arrange an appointment with a librarian to discuss library resources and research questions. Questions may be sent electronically to e-mail a librarian at librarian@ou.edu.

Library Instruction

The libraries provide instructional services to teach students and faculty how to access, evaluate, and use a variety of information sources. These services range from general orientation activities to classroom instruction designed to meet specific research needs.

Online Tutorials

Online tutorials are available at http://library.ou.edu/help/tutorials/ to help students learn how to evaluate and understand scholarly information, search LORA and electronic databases, search the catalog and request books and other materials through interlibrary loan.

Government Documents

State, federal and foreign government publications are collected and made available through the Government Documents unit. Reference services and instructional sessions specific to government documents are available upon request.
Current Periodicals Room
The Current Periodicals Room houses the current issues of journals and newspapers. It is also home to older issues of journals, magazines, and special collections that have been stored on microform. Reader-printers are available for viewing these materials including a self-service microfilm digital scanner. The audiovisual area also is in this room, and includes disks, cassettes, CD-ROMs, DVDs, and videos. Laptop computers are available for OU students, faculty, and staff to check out from the service desk in this department. Computers are available for library research in the Michael E. Price Electronic Resource Area.

Digitizing and Copying Center
The University Libraries provides self-service photocopiers throughout its facilities. Patrons can request items to be copied, scanned, faxed, or e-delivered at the Digitizing and Copying Center located on Lower Level One of Bizzell Memorial Library.

Student Computer Lab
OU Information Technology offers a Student Computer Lab in Bizzell Memorial Library. The student computer lab features personal computers, printers, and scanners readily available for you to use. All computer labs have laser printing available. The student computer lab has a dedicated (Americans with Disabilities Act) ADA workstations with scanners and supporting software. For more information about the student computer labs, check [https://webapps.ou.edu/it/students/services.cfm/labs](https://webapps.ou.edu/it/students/services.cfm/labs).

Archeological Survey
111 E. Chesapeake St., Norman, OK 73019-5111
Phone: (405) 325-7211
Internet: [http://www.ou.edu/cas/archsur/](http://www.ou.edu/cas/archsur/)

Established in 1970, the Oklahoma Archeological Survey is a state agency with regulatory authority, as well as a unit of the College of Arts and Sciences. The Survey’s enabling legislation charges the Survey with three basic mandates: 1) to conduct research on Oklahoma’s prehistoric and early historic archaeological record, 2) to work with the citizens of Oklahoma to preserve significant archaeological resources, and 3) to disseminate information on our activities through publications, public presentations and other means of outreach. The Archeological Survey has two divisions: Organized Research and the Community Assistance Program. The Survey also serves as the centralized repository for records on archaeological sites in the state (currently holding information on some 19,000 locations). Personnel of the Archeological Survey consists of seven research faculty, along with graduate and undergraduate students, and volunteers who perform a wide range of research, managerial, and educational activities. The Survey faculty also teach classes through the Department of Anthropology.

Biological Station, Lake Texoma
HC 71, Box 205, Kingston, OK 73439-9738
Phone: (405) 325-7431, or (580) 564-2478
Internet: [http://www.ou.edu/nobs/](http://www.ou.edu/nobs/)

The University of Oklahoma Biological Station is a permanent field station located on the north shore of Lake Texoma, approximately 125 miles from Norman, and is subject to all rules and regulations that govern the University of Oklahoma. The station’s primary mission is to promote research and education in ecology and field biology. Our facilities are open to students and scientists worldwide for research and study, and the Biological Station participates significantly in ecological and evolutionary research at national and international levels.

Primary academic goals include biological instruction, experimentation, and exploration as it relates to the University of Oklahoma student. However, the scientific and study programs have been enlarged to incorporate four main operational endeavors. They are:
1. the constant updating of curriculum necessary for quantitative and experimental courses for graduate and undergraduate students;
2. year-round ecological research by resident faculty and/or collaborating investigators from other institutions;
3. providing a base for sabbatical/short-term study by the international research community and;
4. providing an ideal meeting site for academic and/or other educational non-profit institutions.

The Biological Station does not offer a degree program, although credit obtained is directly applicable toward the requirements of the degree-recommending colleges of the University. Scholarships, graduate assistantships, work-study assistance, and independent study are also available. Inquiries should be sent to the director. The Biological Station’s major instructional emphasis is on two-week courses offered in May and August at the Station. Field-research participation is also available for undergraduate and graduate students, including grade school, high school, and college teachers.

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Biological Survey
111 E. Chesapeake St., Norman, OK 73019-5111
Phone: (405) 325-4034
Internet: [http://www.biosurvey.ou.edu/](http://www.biosurvey.ou.edu/)

The Oklahoma Biological Survey, established in 1927, is both a research unit of the College of Arts and Sciences and a state agency recognized through 1987 legislation. The mission of the Survey is to scientifically investigate the diversity of plants and animals in Oklahoma and associated regions and to contribute to conservation and education concerning these important resources. The Survey includes: (1) the General Biological Survey program; (2) the Oklahoma Natural Heritage Inventory; (3) the Bebb Herbarium jointly operated with the Department of Botany and Microbiology; (4) the Oklahoma Fishery Research Laboratory jointly operated with the Oklahoma Department of Wildlife Conservation; and (5) the Sutton Avian Research Center, a bird conservation center located in Bartlesville, Oklahoma. Personnel in the Survey include faculty, staff, graduate students and undergraduates who engage in a wide range of research, teaching and service activities.

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Carl Albert Congressional Research and Studies Center
630 Parrington Oval, Room 101, Norman, OK 73019-4031
Phone: (405) 325-6372
Internet: [http://www.ou.edu/special/albertctr/cachome.html](http://www.ou.edu/special/albertctr/cachome.html)

The Carl Albert Congressional Research and Studies Center has as its mission advancing scholarship, learning, and service to strengthen representative democracy. The Congressional Archives at the Carl Albert Center contain the papers of Carl Albert, former Speaker of the U.S. House of Representatives as well as the papers of over 50 members of Congress and some congressional staff, scholars and journalists. The archives serve researchers on the OU campus and throughout the world. In cooperation with the Department of Political Science, the Center sponsors a unique five-year graduate program leading to a doctoral degree in political science with special emphasis on Congress and representative government. The program offers graduate students a dual perspective on the workings of Congress by affording them opportunities to study the institution both on-campus and in Washington, D.C. as a congressional staff member. The Center also offers research fellowships to a select group of undergraduate students who participate with political science faculty members in...
collaborative research projects. In seeking to foster a wider understanding and appreciation of Congress through civic education, the Carl Albert Center sponsors the biennial Julian J. Rothbaum Distinguished Lecture in Representative Government, which is among the most distinguished lecture series of its kind and has resulted in a book series published by The University of Oklahoma Press. The Center created a series of traveling exhibits on Congress that toured the state and were subsequently reproduced as poster sets for public schools and libraries.

Twice each year the Center publishes a journal, Extensions, as a forum for discussion of representative government. As a participating partner in the National Education for Women's Leadership Development Network, the Carl Albert Center sponsors an annual 5-day N.E.W. Leadership institute to educate, empower, and inspire a select number of undergraduate women throughout the State of Oklahoma for active participation in politics and public service. The Center also sponsors for undergraduate students the Capitol and Community Scholars programs, which are intensive academic and internship experiences at the State Capitol and in the local government and non-profit community. Students and researchers interested in learning more about these various opportunities may contact the center through their web site: http://www.ou.edu/special/albertctr/cachome.html. The Center reports directly to the Senior Vice President and Provost.

Center for the Creation of Economic Wealth

One Partners Place
350 David L. Boren Blvd., Suite 1510  Norman, OK 73072-7264
Phone: (405) 325-2959, (405) 325-3800
Internet: http://www.ccew.ou.edu

The objectives of the University of Oklahoma Center for the Creation of Economic Wealth are: (1) broaden exposure to the entrepreneurial process, (2) give interested students the opportunity to engage in real-world business enterprise, (3) accelerate moving OU technology into the marketplace, and (4) strengthen wealth development in Oklahoma and the nation.

Administered by the university vice president for Technology Development, the CCEW operates alongside the Office of Technology Development. It offers opportunities for practical experience to promote the entrepreneurial spirit and assist in developing Oklahoma’s economy. The CCEW welcomed its first class of entrepreneurial-minded interns in fall 2006.

Oklahoma Climatological Survey

120 David L. Boren Blvd., Suite 2900  Norman, OK 73072-7205
Phone: (405) 325-2541
Internet: http://www.ocs.ou.edu

The Oklahoma Climatological Survey (OCS) provides climatological services to the people of Oklahoma, serves as a support facility for the State Climatologist, and is a research unit of the College of Atmospheric and Geographic Sciences at the University of Oklahoma. OCS has a legislative mandate to acquire, process, and disseminate climate and weather data and information for use by the state’s citizens. In addition, the Survey maintains an extensive array of climatological information, conducts research on both land-air interactions and applied climatology, educates hundreds of Oklahoma decision-makers annually, and operates the Oklahoma Mesonet, Oklahoma's weather network. OCS is located in the National Weather Center, part of the new Norman Research Campus.

Oklahoma Geological Survey

100 Boyd St., Suite N131  Norman, OK 73019
Phone: (405) 325-3031
Internet: http://www.ogs.ou.edu/

The Oklahoma Geological Survey was created by directive of the State Constitution written in 1907. An enabling act was presented to Oklahoma’s first legislature and signed into law by Gov. Charles N. Haskell on May 29, 1908. The duties of the agency are to investigate the land, water, mineral, and energy resources of the State and disseminate the results of those investigations to promote the wise use of Oklahoma’s natural resources consistent with sound environmental practices. OGS is housed in the College of Earth and Energy.

University of Oklahoma Press

2800 Venture Dr.,  Norman, OK 73069-8216
Phone: (405) 325-2000
Internet: http://www.oupress.com

The University of Oklahoma Press, the award-winning book-publishing division of the university, won more than 130 honors for the content of its books from 1988 to 1998. The press has been in continuous operation since publishing its first book in 1929. It has published more than 1,950 titles, of which about 950 are now in print. The press publishes 100-plus new titles a year on subjects ranging from anthropology to women’s studies, with special strengths in the history of the American West, American Indian studies, Mesoamerican studies, Greek and Latin classics, natural history, and political science. The press recently inaugurated the Plains Reprints series, bringing back into print books of quality that have been out of print.

You are invited to visit the Press’s website: www.oupress.com to browse or purchase books. When you are on the Norman campus, you may stop by the press lobby at 2800 Venture Drive, at any time to browse or purchase. You will see a variety of topics, including Shannon Miller, America’s foreign policy, and America’s national historic trails. Complete title listings and new releases also are found in general and seasonal catalogs that can be requested by writing to the: University of Oklahoma Press, 2800 Venture Dr., Norman, OK 73069-8216.
As a unit of the College of Arts and Sciences, the Variorum Chaucer project has a twofold mission: 1) to provide an analysis of the textual history of Chaucer's individual works; 2) to offer a comprehensive overview of all facets of critical commentary on each work. Textual analysis begins with collation, a careful word-by-word comparison of important manuscripts and printed editions of the work in question; in most cases some thirty or so copies are examined. The process allows one to see how copyists and editors, from the 15th century to the late 20th century, understood, revised, presented, and explained the language of Chaucer's works. The survey of criticism seeks to provide a historical survey of all commentary on each aspect of a given work: sources and analogues, date, relationship with other Chaucerian works, all relevant thematic considerations, and individual passages, phrases, and words.

The museum's showpieces include the renowned Weitzenhoffer Collection, which is the largest gift of French Impressionist art ever given to an American public university and features paintings by such artists as Van Gogh, Monet, Degas, Renoir and others. The museum also has extensive holdings of American, American Indian, and Asian art, photography, Eastern Orthodox icons, and Persian miniatures, as well as strong collections of modern and contemporary art. The museum's collection of southwestern art, including works by the Taos Society of Artists, is among the most important in any public museum. In addition to showcasing the permanent collection, the museum hosts special exhibitions throughout the year.

The museum serves the educational needs of the university and the extended community through programs coordinated with the university faculty and the state's school districts. Museum information and art curriculum guides are provided to teachers and university faculty, and the museum sponsors the pARTner project, an arts education program that reaches 1,200 Norman Public School students annually. Tours are offered to all ages. Internships are available for students with an interest in museum careers.

Lectures, videos, and films complement the permanent collection and special exhibitions. Programs like Family Days, Art Adventures, Tuesday Noon Concerts, FredFilms and Art After Hours utilize the museum's galleries, classroom and auditorium and make the arts accessible to thousands of visitors throughout the year.

The newly expanded Museum Store offers a wide variety of exceptional goods including art books, colorful mobiles, puzzles, American Indian jewelry, scarves, cards, posters, and much more. The recently published catalogue, The Fred Jones Jr. Museum of Art: Selected Works, co-written by Eric M. Lee, the Bill and Wylodean Saxon Director of the museum, and Rima Canaan, offers a comprehensive look at the museum's permanent collection and is available in the Museum Store. The Museum Store is always free and is open during regular museum hours.

The Fred Jones Jr. Museum of Art is located at Elm Avenue south of Boyd Street in Norman, Oklahoma. The museum is open daily from 10:00 a.m. to 5 p.m.; Thursdays, 10:00 a.m. to 9:00 p.m., Sundays from 1 to 5 p.m. Closed Mondays and university holidays. Admission is $5 for adults, $4 for senior citizens (65+), $3 for children ages 6 to 17, and $2 for OU faculty/staff. Museum Association members, students with a valid OU ID and children under six are admitted free. The museum is free to the public on Tuesdays.
Sam Noble Oklahoma Museum of Natural History
2401 Chautauqua Ave., Norman, OK 73072-7029
Phone: (405) 325-4712
Internet: http://www.snomnh.ou.edu

Ellen Censky, Ph.D., Director
The Sam Noble Oklahoma Museum of Natural History, located just south of the intersection of Timberdell Road and Chautauqua Avenue, has extensive collections in earth and life sciences, including more than six million specimens and artifacts. These collections represent a vast and irreplaceable resource of the natural and cultural heritage of Oklahoma and many other parts of the world. The SNOMNH is the official museum of natural history for the state of Oklahoma as well as an independent research unit of the University of Oklahoma. The museum curators conduct original research and teach in their collection areas, while overseeing the research of graduate students and visiting scientists. The curators also maintain an active lending program that makes specimens available to scholars throughout the world. These collections provide the basis for a variety of exhibitions, public service programs and educational activities. Major collection areas include vertebrate and invertebrate paleontology, archaeology, classical art, entomology, ethnology, herpetology, ichthyology, invertebrate zoology, mammalogy, ornithology, paleobotany and Native American languages.

The 198,000-square-foot facility contains space for extensive permanent and traveling exhibits as well as a café, gift shop, education classrooms and a hands-on Discovery Room.

- The Siegfried Family Hall of Ancient Life leads visitors on an adventure through time. Visitors begin their journey in Oklahoma’s Precambrian seas where they can view the wealth of Paleozoic marine life known from our state. Mesozoic exhibits showcase the Age of the Dinosaurs and feature the largest Apatosaurus and Pentaceratops in the world, as well as Sauropagahnax maximus, Oklahoma’s official state fossil and the largest of the Jurassic predators. Cenozoic exhibits tell the story of the many unusual mammals that lived in Oklahoma after the extinction of the dinosaurs until the end of the last Ice Age, including the Columbian mammoth and Smilodon, the sabre-toothed cat.

- The Noble Drilling Corporation Hall of Natural Wonders features the diverse plant and animal life of Oklahoma in a series of realistic walk-through dioramas. Visitors can view an oak and hickory forest, examine life in an Ozark stream, explore a walk-through limestone cave, and learn about life in the mixed grass prairie.

- The McCasland Foundation Hall of the People of Oklahoma tells the fascinating story of human history in Oklahoma, from the earliest archaeological evidence of humans in the state, around 30,000 years ago, to modern Native Americans living in Oklahoma today. Highlights include the “Cooper skull,” the skull of an extinct bison painted with a lightning bolt design which, at 10,000 years old, is the oldest painted object in North America. Visitors to this gallery also can experience reproductions of the houses made by the Mississippian people, builders of Oklahoma’s famous Spiro Mounds, and see examples of modern era objects from the museum’s extensive Native American collections.

- The Merkel Family Foundation Gallery of World Cultures features exhibits of treasures from throughout the world. Among the highlights are classical Greek and Roman pottery, the armor of a Japanese Samurai warrior, and textiles and masks from people of the modern Mayan culture.

- The Fred and Enid Brown Native American Art and Special Exhibitions Gallery is a space for special exhibitions both from the museum’s own collections and from other museums around the world. Check the museum’s Web site for a listing of current and upcoming exhibitions.

With collections that document 500 million years of Oklahoma’s natural history, the SNOMNH is one of the finest university-based natural history museums in the world. The museum is open 10 a.m. to 5 p.m. Tuesday through Saturday and 1 to 5 p.m. on Sunday. It is closed on Mondays, Thanksgiving, Christmas and New Year’s Day. The museum is open from 10 a.m. to 5 p.m. on Memorial Day, Labor Day and Martin Luther King Jr. Day. Admission is $5 for adults, $4 for seniors and faculty and staff, $3 for children ages 6 and older and free for children ages 5 and younger and for OU students with ID.

The museum also is available for after-hours rental for banquets, receptions and other events. For more information, visit the museum’s Web site at http://www.snomnh.ou.edu or call (405) 325-4712.

Charles M. Russell Center for the Study of Art of the American West
520 Parrington Oval, Room 202, Norman, OK 73019-3011
Phone: (405) 325-5939
Internet: http://www.ou.edu/special/russellcenter/

Founded in 1998, the Charles M. Russell Center for the Study of Art of the American West is the first such university-based program in the nation. The center, which opened to the public in the fall of 1999, is dedicated to the pursuit and dissemination of knowledge in the field of American art history as it relates to the western United States. Through its resource center, national symposia, course offerings and related outreach programs, the Russell Center actively engages students and the public in developing a better understanding of, and appreciation for, 19th- and 20th-century Euro-American and Native American artistic traditions. Special emphasis is given to art of Charles M. Russell and his contemporaries. The Russell Center was established concurrently with the Charles Marion Russell Chair, an endowed professorship in art history at the University of Oklahoma. Both the center and the endowed chair were made possible through a generous gift from the Nancy Russell Trust and matching funds from the state of Oklahoma. Administered through the School of Art and the College of Fine Arts, the Russell Center operates in concert with several of the University of Oklahoma’s other distinguished branches including the Western History Collection, Fred Jones Jr. Museum of Art, Sam Noble Oklahoma Museum of Natural History, and the departments of History, Literature, Native American Studies and Film and Video Studies. The Russell Center also actively interfaces with institutions across the country, including museums of Western art and universities that support related programs or collections of Western material culture or art.
The Russell Center is both a facility and a program designed to inspire and excite interest in the study of American Western art, an aesthetic history that enjoys both a regional and a national dimension. While a branch of American art, Western art also incorporates European artistic traditions that have, over time, been adapted to themes, experiences and environments unique to the western United States. Art of the American West also encompasses Native American cultures as both subjects of art and as creative forces.

During much of America's history, the West has been a defining national symbol. Although considered a region by Euro-Americans, the West was also a myth, a dream and inspiration, a collection of individual experiences, a process of westering and a destination. For Native Americans, however, process and destination played little part in their thinking. For them, the West was something spiritual as well as physical, a sacred domain as well as a common home. The center's course of study in the art of the American West seeks to discover what the West symbolized and to whom and why.

World Literature Today
630 Parrington Oval, Suite 110 Norman, OK 73019-4033
Phone: (405) 325-7495
Internet: http://www.ou.edu/worldlit/

World Literature Today, founded in 1927 as Books Abroad, is a quarterly journal published by the University of Oklahoma and devoted to the review of contemporary belles lettres throughout the world. Each issue contains articles and commentaries on leading writers and significant literary trends, plus approximately 300 reviews of the newest fiction, poetry, drama, essays, biography, and criticism published in more than 50 languages on six continents. WLT is the only publication anywhere, in any language, that provides such thorough, systematic, and broad-ranging coverage of current literary activity.

Neustadt International Prize for Literature
The Neustadt International Prize for Literature, sponsored by the University and World Literature Today, is a biennial $50,000 award that honors outstanding achievement in fiction, poetry, or drama and is open to writers in any language. Often referred to as the "American Nobel" for the high quality of its laureates, candidates, and jurors (23 have been awarded the Nobel Prize in Literature subsequent to their involvement with the Neustadt, and one has received the Nobel Peace Prize), the Neustadt Prize is the first international literary award of such scope to originate in the United States and is one of the very few international prizes for which poets, fiction writers and dramatists are equally eligible. Founded in 1969 and conferred 21 times since 1970, the prize bears the name of the Neustadt family of Ardmore, Okla., whose 1972 endowment has ensured funding of the award in perpetuity. Recipients include such noted authors as Gabriel Garcia Márquez, Elizabeth Bishop, Czeslaw Milosz, Octavio Paz, Max Frisch, Raja Rao, and Kamau Brathwaite.

The Puterbaugh Conferences
The Puterbaugh Conferences on World Literature are a biennial series sponsored by the University of Oklahoma's international literary quarterly, World Literature Today, in collaboration with the Department of Modern Languages, Literature and Linguistics and the Department of English. Originally named the Oklahoma Conferences on Writers of the Hispanic World, the series was endowed in perpetuity by the Puterbaugh Foundation of McAlester, Okla., in 1978. The scope of the conferences was expanded at that time to include writers from the French-speaking world as well as from Spain and Spanish America. Since 1992, its scope has been unrestricted.

Each conference brings a prominent author to the university for two weeks of lectures and seminars. At the end of the author's stay, a two-day symposium on his or her work is held, featuring specialists and scholars. The conference papers are published in a subsequent special issue of World Literature Today. A reading by the author concludes the conference activities.

The OU Difference
The University of Oklahoma 2006-2008 General Catalog

The Oklahoma Centennial Land Run Monument, located in Oklahoma City, commemorates the spirit of the men and women who rode in Oklahoma’s five land runs. When complete, the monument will span a distance of 365 feet by 36 feet in width and over 15 feet in height. The image above shows 12 of the 46 life and half-size bronze elements. (Photo by Todd Moore)
### Academic Majors — Undergraduate and Graduate

<table>
<thead>
<tr>
<th>Academic Majors — Undergraduate and Graduate</th>
<th>Bachelors</th>
<th>Minor</th>
<th>Masters</th>
<th>Doctorate</th>
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<tbody>
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The University of Oklahoma 2006-2008 General Catalog — Academic Majors — Undergraduate and Graduate
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<td>Interdisciplinary Perspectives on the Environment (A&amp;S)</td>
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<td>Interior Design (ARCH)</td>
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## HOW TO APPLY TO OU

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<th>OU DIVISION/BRANCH</th>
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<th>INQUIRIES DIRECTED TO:</th>
<th>APPLICATION/CREDENTIALS SUBMITTED TO:</th>
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<td><strong>Norman Campus</strong></td>
<td>Undergraduate: Traditional on-campus degree programs (including the first 2-3 years of the undergraduate health professions degrees) apply online at: <a href="http://admissions.ou.edu/admissions.htm">http://admissions.ou.edu/admissions.htm</a></td>
<td>Office of Prospective Student Services 1550 Parrington Oval, Room L-1 Norman, OK 73019-3032 (405) 325-2151; 1-800-234-6868 FAX: (405) 325-7478</td>
<td>Office of Admissions University of Oklahoma 1000 Asp Avenue room 127 Norman, OK 73019-4076 (405) 325-2252; FAX: (405) 325-7124</td>
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<td>Graduate: Traditional on-campus degree programs. apply online at: <a href="http://admissions.ou.edu/admissions.htm">http://admissions.ou.edu/admissions.htm</a></td>
<td>Graduate College University of Oklahoma 731 Elm Avenue, Room 100 Norman, OK 73019-2111 (405) 325-3811; FAX: (405) 325-5346</td>
<td>Office of Admissions University of Oklahoma 1000 Asp Avenue room 127 Norman, OK 73019-4076 (405) 325-2252; FAX: (405) 325-7124</td>
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<td>Law</td>
<td>apply online at: <a href="https://jay.law.ou.edu/apply/v2/">https://jay.law.ou.edu/apply/v2/</a></td>
<td>College of Law Office of Admissions University of Oklahoma 300 Timberdell Norman, OK 73019-5081 (405) 325-4725; FAX: (405) 325-0502</td>
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<td><strong>College of Continuing Education, Norman Campus, Norman, OK</strong></td>
<td>Provides academic outreach opportunities to the state, region, and nation. Comprehensive, multidisciplinary academic services focus on the adult learner. Non-traditional formats, credit and non-credit courses, seminars, workshops, and conferences are offered.</td>
<td>College of Continuing Education University of Oklahoma 1700 Asp Avenue Norman, OK 73072-6400 (405) 325-4414; FAX: (405) 325-7698</td>
<td>Office of Admissions College of Continuing Education University of Oklahoma 1700 Asp Avenue Norman, OK 73072-6400 (405) 325-3021; FAX: (405) 325-7273</td>
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<td>Advanced Programs</td>
<td>Advanced Programs University of Oklahoma 1610 Asp Avenue, Room 400 Norman, OK 73072-6405 (405) 325-3333; FAX: (405) 325-3335</td>
<td>Office of Admissions College of Continuing Education University of Oklahoma 1700 Asp Avenue, Suite 220 Norman, OK 73072-6400 (405) 325-1229; FAX: (405) 325-8492</td>
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<td>Independent Study</td>
<td>Office of Independent Study University of Oklahoma 1600 S. Jenkins, Room 101 Norman, OK 73072-6507 (405) 325-1921; FAX: (405) 325-7687</td>
<td>Office of Independent Study University of Oklahoma 1600 S. Jenkins, Room 101 Norman, OK 73072-6507 (405) 325-1921; FAX: (405) 325-7687</td>
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<td>Intersession</td>
<td>Intersession Office University of Oklahoma 1700 Asp Avenue, Room 209 Norman, OK 73072-6400 (405) 325-2899; FAX: (405) 325-7044</td>
<td>Credit classes only: Office of Admissions University of Oklahoma 1000 Asp Avenue room 127 Norman, OK 73019-4076</td>
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<td>Telecourses</td>
<td>Television Programs University of Oklahoma 1600 S. Jenkins, Room 112 Norman, OK 73072-6507 (405) 325-6012; FAX (405) 325-7687 <a href="http://tvi.ou.edu">http://tvi.ou.edu</a></td>
<td>Non-credit classes: Contact the Intersession Office</td>
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<tr>
<td><strong>College of Liberal Studies, Norman, OK</strong></td>
<td>Offers two academic programs: Bachelor of Arts in Liberal Studies (BALS) and Master of Arts (MA). Programs include: BA - self-paced independent study, online, onsite administrative leadership; MA - administrative leadership, museum studies, integrated studies. In addition, students can enroll in seminars for credit. All programs are interdisciplinary in nature, geared primarily—but not exclusively—to the non-traditional adult student, with coursework delivered onsite, online or as independent study.</td>
<td>College of Liberal Studies University of Oklahoma 1700 Asp Avenue, Suite 226 Norman, OK 73072-6400 (405) 325-1021; or 1-800-522-4389 FAX (405) 325-7312, Attn.: CLS e-mail: <a href="mailto:cls@ou.edu">cls@ou.edu</a></td>
<td>Office of Admissions College of Continuing Education University of Oklahoma 1700 Asp Avenue, Suite 220 Norman, OK 73072-6400 (405) 325-1229; or FAX (405) 325-8492</td>
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<tr>
<td><strong>University of Oklahoma Programs in Tulsa</strong></td>
<td>Offers selected degrees from the Norman campus and Health Sciences Center in the Tulsa area.</td>
<td>University of Oklahoma Tulsa Office 4502 E. 41st St. Tulsa, OK 74135-2512 (918)660-3000 e-mail: <a href="mailto:Tulsainfo@ou.edu">Tulsainfo@ou.edu</a> <a href="http://tulsa.ou.edu">http://tulsa.ou.edu</a></td>
<td>Norman Campus Programs: University of Oklahoma Tulsa Office of Admissions 4502 E. 41st St. Tulsa, OK 74135-2514 Health Sciences Center Programs: Applications are submitted to the Health Sciences Center in Oklahoma City. See HSC section of the chart for address information.</td>
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<td>FSC Student Affairs</td>
<td>1106 N. Stonewall Student Union RM 300 Oklahoma City, OK 73104 (405) 271-2416; FAX: (405) 271-8817</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>College of Allied Health</td>
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<td>Clinical Dietetics</td>
<td>Office of Academic &amp; Student Services College of Allied Health Univ. of Oklahoma Health Sciences Center P. O. Box 26901; CBH Room 165 Oklahoma City, OK 73190-0001 (405) 271-4588; FAX: (405) 271-3120</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>Communication Science Disorders Radiologic Technology (Radiography, Nuclear Medicine, Radiation Therapy, Sonography)</td>
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<td>Dental Hygiene</td>
<td>Department of Dental Hygiene College of Dentistry Univ. of Oklahoma Health Sciences Center P. O. Box 26901; DCS Room 567 Oklahoma City, OK 73190-0001 (405) 271-4435; FAX: (405) 271-3423</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>College of Nursing</td>
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<td>Nursing</td>
<td>Administrative Office College of Nursing Univ. of Oklahoma Health Sciences Center P. O. Box 26901; CNB Room 109 Oklahoma City, OK 73190-0001 (405) 271-2428; FAX: (405) 271-7341</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>Audiology Occupational Therapy Physical Therapy</td>
<td>Office of Academic &amp; Student Services College of Allied Health Univ. of Oklahoma Health Sciences Center P. O. Box 26901; CBH Room 165 Oklahoma City, OK 73190-0001 (405) 271-4588; FAX: (405) 271-3120</td>
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<td>DDS</td>
<td>Office of Admissions College of Dentistry Univ. of Oklahoma Health Sciences Center P. O. Box 26901; DCS Room 512 Oklahoma City, OK 73190-0001 (405) 271-3530; FAX: (405) 271-3423</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>College of Medicine</td>
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<td>Pharmacy Student Services Pharmacy</td>
<td>Office of Admissions College of Medicine PharmD Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BMS Room 374 Oklahoma City, OK 73190-0001 (405) 271-2331; FAX: (405) 271-3032</td>
<td>Applications processed through the American Medical College Application Service (AMCAS) <a href="http://www.aacmc.org">www.aacmc.org</a> Office of Admissions College of Medicine PharmD Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BMS Room 374 Oklahoma City, OK 73190-0001 (405) 271-2331; FAX: (405) 271-3032</td>
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<td>Physician's Associate</td>
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<td>Physician Associates Program</td>
<td>University of Oklahoma Health Sciences Center 900 NE 10th St.; FMC Room 2600 Oklahoma City, OK 73190 (405) 271-2058; FAX: (405) 271-3621</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>PharmD</td>
<td>Office of Admissions College of Pharmacy PharmD Univ. of Oklahoma Health Sciences Center P. O. Box 26901; CPB Room 117 Oklahoma City, OK 73190-0001 (405) 271-6596; FAX: (405) 271-3826</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>Graduate College</td>
<td>1000 Stanton L. Young Blvd. LIB Room 258 Oklahoma City, OK 73190 (405) 271-2085; FAX: (405) 271-1155</td>
<td>Office of Admissions and Records Univ. of Oklahoma Health Sciences Center P. O. Box 26901; BSEB Room 200 Oklahoma City, OK 73190-0001 (405) 271-2359; FAX: (405) 271-2480</td>
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<td>Communication Science</td>
<td>P. O. Box 26901; CHB Room 165</td>
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<td>Rehabilitation Sciences</td>
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<td>(405) 271-2406; FAX: (405) 271-2418</td>
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Admission, Enrollment and Student Financial Services

The University of Oklahoma — WE HAVE IT ALL!

E-mail: admrec@ou.edu
Internet: http://admissions.ou.edu/admissions.htm

Undergraduate Admission

The admissions process at the University of Oklahoma seeks to identify applicants who will successfully complete a collegiate academic program and contribute to the diverse intellectual, cultural and social environment of the University. The University of Oklahoma welcomes inquiries regarding admission requirements and application procedures. The Office of Prospective Student Services will assist prospective undergraduate students — both freshmen and transfer — with the admission process by providing information on admission requirements, financial aid, scholarship opportunities, housing and student life. This office also serves as a visitor information center and provides tours of the campus to prospective students, their families and other University guests.

The Office of Prospective Student Services-Tulsa coordinates high school and transfer student services in Tulsa and other northeastern Oklahoma communities. Like its Norman campus counterpart, the Tulsa office provides students who are interested in any of the University’s academic programs with information on admission, housing, enrollment, financial aid and scholarships. This office also serves as a liaison with all OU campuses to arrange campus tours and departmental appointments for prospective students and their families.
Inquiries about undergraduate admission, including requests for applications and informational brochures, should be directed to:

Prospective Student Services
The University of Oklahoma
550 Parrington Oval, Room L-1
Norman, OK 73019-3032
(405) 325-2151 or 1-800-234-6868
e-mail: ou-pss@ou.edu or

The University of Oklahoma
Prospective Student Services-Tulsa
4502 East 41st St.
Tulsa, OK 74135
(918) 660-3800
FAX: (918) 660-3804
e-mail: swoods@ou.edu

Completed applications, academic credentials and inquiries related to applications already in process should be directed to:

The Office of Admissions
The University of Oklahoma
1000 Asp Avenue room 127
Norman, OK 73019-4076
(405) 325-2252
e-mail: admrec@ou.edu

Admissions information and applications are also available on the web at http://admissions.ou.edu/admissions.htm.

Deadlines for Application

Undergraduate, U.S. citizens and permanent residents should submit applications as early as possible, but applications must be received by the Office of Admissions no later than:

- April 1 for a fall semester or summer session; and
- November 1 for a spring semester.

International Students applying for undergraduate admission must observe the following application and credentials deadlines:

- April 1 for a fall semester;
- September 1 for a spring semester;
- February 1 for a summer term.

Applications for international students are processed by the Office of Admissions. Assistance after admission is provided by International Student Services. International students are considered to be those applicants who require a temporary, non-immigrant United States visa or immigration status. Students who have established permanent resident status in the United States are not considered international students.

Credentials

To be considered for admission, applicants must submit official and complete academic credentials.

Applicants may not disregard any part of their educational history, and failure to report all institutions previously attended will be cause for cancellation of the admissions process or for dismissal. All credentials submitted for admission to the University of Oklahoma will not be returned or released.

Application Fee

All applicants to the University of Oklahoma must pay a non-refundable application-processing fee. Checks should be made payable to the University of Oklahoma and mailed to the Office of Admissions. Checks from international applicants must be in US dollars and clear through a United States bank. Payment by credit card is also an option.

Resident Status

All applicants are classified as resident or nonresident for purposes of admission and tuition based on information provided on the application for admission. Applicants may be required to submit evidence to substantiate their claim to resident classification.

A uniform policy concerning resident status exists for all state-supported institutions of higher education in Oklahoma. Copies of this policy are available from the Office of Admissions or on the web at admissions.ou.edu/residency.htm.

Questions concerning resident status should be directed to the Office of Admissions, (405) 325-2252.

English Proficiency

All new applicants to the University for whom English is a second language, including those holding permanent resident status, are required to present evidence of proficiency in the English language prior to admission. The intent of this policy is to ensure that students for whom English is not a native language have a reasonable chance to succeed academically based on their ability to comprehend and use spoken and written English.

Undergraduate applicants may satisfy the English proficiency requirement in one of several ways:

1. The applicant can present an official Test of English as a Foreign Language (TOEFL) score of 550 or higher on the written test, or 213 or higher on the computer test, or 79 on the internet-based TOEFL. The TOEFL can be no more than two years old by the time the applicant begins studies at the University of Oklahoma.

2. The applicant can present an official International English Language Testing System (IELTS) score of 6.5 or higher.

3. A direct from high school applicant may satisfy this requirement by successfully completing the high school core requirements in a secondary school in the United States, or in another country where English is the native language and the language of instruction.

4. Applicants seeking admission by transfer may satisfy this requirement by presenting a minimum of 24 semester hours of successfully completed college-level coursework from an accredited United States college or university or an acceptable institution in a country where English is the native language and the language of instruction.

5. An applicant can present a TOEFL score between 500 and 549 on the written test, 173 to 210 on the computer test, or 61 to 78 on the internet-based TOEFL, and subsequently and immediately prior to admission successfully complete a minimum of 12 weeks of study at an approved English language center or program operated by an institution of higher learning or private school approved by the Oklahoma State Regents for Higher Education.

The University offers a Center for English as a Second Language (CESL) for students who are otherwise admissible to the University, but do not meet the English proficiency requirement. CESL also offers English language classes for individuals who do not have plans to enter the University. For further information, call or write:

The Center for English as a Second Language
College of Continuing Education
1700 Asp Avenue, Room 202
Norman, OK 73072-6400 USA
(405) 325-6602, or 1-800-522-0772, ext. 6602
FAX: (405) 325-0860

Admission of Freshmen

HOW TO APPLY

1. Visit our website at http://admissions.ou.edu/admissions.htm, or request a freshman application packet from Prospective Student Services, 550 Parrington Oval, Room L-1, Norman, OK 73019-3032, (405) 325-2151 or 1-800-234-6868.

2. Submit application materials including the following:
   a) a completed application form.
   b) an official copy of your high school transcript showing at least six semesters of work completed, grade point average (on an unweighted 4.0 scale), and rank in class.
   c) an official copy of your ACT or SAT scores. Test scores may be posted on the official high school transcript or sent directly from the testing agency.
3. A nonrefundable application fee is required of all new applicants. The application fee can be paid by check, money order made payable to the University of Oklahoma, or credit card.
4. Submit all application materials sent by surface mail to the Office of Admissions, University of Oklahoma, 1000 Asp Ave., Room 127, Norman, OK 73019-4076.

WHEN TO APPLY
Prospective students are encouraged to apply as soon as possible after the completion of the junior year in high school in order to maximize opportunities for housing, financial aid, scholarships and early enrollment.

CRITERIA FOR ADMISSION OF FRESHMEN
To be admitted to the University of Oklahoma, an applicant must: graduate from an appropriately accredited high school, or earn a General Education Development (GED) certificate; complete a specified curriculum of high school courses; and achieve certain performance standards set by the University of Oklahoma and approved by the Oklahoma State Regents for Higher Education. Home-educated applicants or graduates from unaccredited high schools must qualify for admission by test score. In most cases, a GED recipient's high school class must have graduated by the desired matriculation date.

Admission requirements are subject to change annually by the University of Oklahoma with the approval of the Oklahoma State Regents for Higher Education, when it is determined to be in the best interest of the University and its students to do so. If it becomes necessary to limit enrollment, preference will be given to residents of Oklahoma. For the most current information on admission requirements, contact Prospective Student Services, (405) 325-2151 or 1-800-234-6868, or visit the following website: http://admissions.ou.edu/admissions.htm.

CURRICULAR REQUIREMENTS
Because success in college is enhanced by solid academic preparation in high school, completion of the following courses in high school is required before entering the University.

- English — four units: Grammar, composition and literature only.
- College Preparatory Mathematics — three units: Algebra I, algebra II, geometry, trigonometry, math analysis, calculus, or AP statistics.
- Laboratory Science — two units: Does not include general science with or without a lab. One year of Principles of Technology may substitute for one of the lab science courses, provided that the student also completes a traditional laboratory science course.
- History and Citizenship Skills — three units: One unit must be American history and two additional units can be selected from the subjects of history, economics, geography, government or non-western culture.
- Additional Subjects — three units: from any of the subjects previously listed, computer science, or foreign language.

PERFORMANCE REQUIREMENTS FOR AUTOMATIC ADMISSION
For the most current information on admission requirements, contact Recruitment Services (405) 325-2151 or 1-800-234-6868, or visit the following website: http://admissions.ou.edu/admissions.htm.

ADMISSION FROM UNACREDITED HIGH SCHOOLS OR HOME STUDY
A prospective student who is a graduate of a high school that is not accredited by a recognized accrediting agency or has been home schooled is eligible for admission under the following conditions:
1. The applicant must have taken the ACT or SAT and achieved a score equal to or greater than the requisite composite score defined for freshman admission. These scores are provided annually by the Oklahoma State Regents for High Education. Grade point average and, in some cases, class rank from unaccredited high schools or home school records, or a passing score on the GED will be used to determine a performance minimum in conjunction with the test score requirement, but will not be used as the sole basis for meeting performance requirements at the University of Oklahoma.
2. The applicant's high school class must have graduated.
3. The applicant must satisfy the high school curricular requirements as certified by the high school or, in the case of home study, the parent.

ADULT ADMISSION
Applicants who are 21 years of age or older or on active military duty, who do not meet the stated performance and/or curricular requirements for admission to the University may be considered under the Adult Admission category. Careful attention will be given to an applicant’s written comments concerning background and educational goals, personal interviews, as well as letters of recommendation from school counselors, teachers, principals, employers or supervisors attesting to the applicant’s motivation and potential for academic success. An applicant’s academic record will also be reviewed for completion of the high school curricular requirements. Students admitted under the Adult Admission category must demonstrate proficiency in the curricular area the student desires to pursue.

Prospective students should contact the Office of Admissions at (405) 325-2252 for further information.

EARLY ENTRY (CONCURRENT ENROLLMENT)
Early Entry is a program at the University designed to allow high school juniors and seniors with exceptional abilities to enroll in college courses on a limited basis. High school students may thus accumulate college credits prior to completing high school.

To be eligible for the Early Entry Program, students must be enrolled in an accredited high school and meet the following requirements:
1. You must have achieved junior or senior standing and be eligible to complete requirements for graduation from high school no later than the spring of your senior year, as attested by your high school principal.
2. Seniors must meet regular freshman admission requirements based on high school grade point average and class rank, or test scores and certain minimum high school performance standards.
3. Juniors must score in the 83rd percentile on the ACT/SAT; or have a 3.5 GPA on an unweighted 4.0 scale.

A student receiving high school level instruction at home or from an unaccredited high school must:
1. Be at least 17 years of age or older and score in the 70th percentile on the ACT (using Oklahoma norms) or the SAT (using national norms); or
2. Be 16 years of age and have achieved a composite score in the 83rd percentile on the ACT (using Oklahoma norms) or the SAT (using national norms).

Interested students must submit an application for admission, an Early Entry Recommendation form signed by the high school principal, a counselor, and parent, a high school transcript, and ACT or SAT scores.

Once admitted, a student’s combined enrollment in high school and at the University of Oklahoma may not exceed 19 credit hours during a fall or spring term. For this purpose, the University will assume that any high school course enrollment is the equivalent of three credit hours. Students may enroll in a maximum of nine credit hours during a summer term without being concurrently enrolled in high school classes during the summer. Students who wish to exceed this credit hour limit may petition the Dean of University College for permission to do so, up to a maximum of 24 semester hours in a regular semester.

The completion of high school curricular requirements is not mandatory for Early Entry students for admission purposes. However, students may not enroll in college-level courses in a curricular area until the high school curricular requirement in that discipline has been satisfied through coursework or assessment. Early Entry students may not enroll in zero-level courses designed to remove high school curricular deficiencies.

Following high school graduation, Early Entry students may continue enrollment at the University of Oklahoma or transfer to another institution in the state system, provided that they have maintained a grade point average of 2.00 on a 4.00 scale at the University and meet the entrance requirements of the receiving institution, including high school curricular requirements.
Questions on the Early Entry Program should be referred to the Office of Prospective Student Services.

OPPORTUNITY ADMISSION

Students who have not graduated from high school, regardless of age, whose composite score on the ACT (using Oklahoma norms) or combined verbal and mathematics score on the SAT (using national norms) places them in the 99th percentile of all students tested, may apply for admission to the University of Oklahoma. Admission will be determined based on test scores and an evaluation of the student's level of maturity and ability to function intellectually and socially in the adult college environment.

Admission of Transfer Students

Applicants are considered transfer students if they have attempted more than six semester hours of college-level work at another accredited college or university since graduation from high school. Students who complete college-level work while still in high school are not considered transfer students.

Transfer admission requirements are subject to change by the University of Oklahoma with the approval of the Oklahoma State Regents for Higher Education, when it is determined to be in the best interest of the University and its students to do so. If it becomes necessary to limit enrollment, preference will be given to residents of Oklahoma.

TRANSFER ADMISSION CRITERIA

Admission of transfer students is based on the following performance requirements and preparatory coursework in high school.

<table>
<thead>
<tr>
<th>CURRICULAR REQUIREMENTS FOR ADMISSION OF TRANSFER STUDENTS*</th>
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</table>

* If you have not completed the courses listed above in high school, you should do so before transferring to the University. With the exception of U.S. history and U.S. government, completion of remedial or college-level coursework in any of the subject areas in which a deficiency exists will also satisfy this requirement. A remedial mathematics course must be the equivalent of high school Algebra II. Remedial or precollege-level courses cannot be used to fulfill degree requirements.

PERFORMANCE REQUIREMENTS FOR ADMISSION OF TRANSFER STUDENTS:

Admission requirements for transfer students are subject to change annually by the University of Oklahoma with the approval of the Oklahoma State Regents for Higher Education. For the most current information on performance requirements for transfer admission, contact the Office of Prospective Student Services (405) 325-2151 or 1-800-234-6868, or visit the following web site: http://admissions.ou.edu/transadm.html.

Transfer students with fewer than 24 semester hours attempted must meet performance requirements for first-time entering freshmen, as well as specified performance requirements on all transfer work attempted.

Transfer students who do not meet performance and/or curricular requirements are encouraged to contact the Office of Admissions for advice and counseling on alternative admission opportunities.

APPLICATION DEADLINES

Your application must be received by the Office of Admissions by the dates below. However, you are encouraged to apply as early as possible to maximize opportunities for housing and scholarships, financial aid, and early enrollment.

- April 1 for a fall semester or summer session
- November 1 for a spring semester

HOW TO APPLY

1. Visit our web site at admissions.ou.edu/admissions.htm, or obtain a transfer student application packet from the Office of Prospective Student Services.

2. Submit an official high school transcript and official transcripts from each college or university attended. Students are not at liberty to disregard any part of their previous educational history when applying for admission.

3. Submit the nonrefundable application-processing fee. The fee can be paid by check or money order made payable to the University of Oklahoma, or by credit card.

4. ACT or SAT scores are required of any transfer student with fewer than 12 semester hours of college work and some transfer students with fewer than 24 semester hours of college work.

WHEN TO APPLY

Transfer students are encouraged to apply early in the semester prior to the term they wish to enter the University. Early admission allows students to maximize their opportunities for housing, financial aid, scholarships, and early enrollment. Admission decisions can often be made with the current term's grades outstanding.

TRANSCRIPT EVALUATION

Once an applicant has been admitted to the University, the Office of Admissions performs an evaluation of any transfer credit. Students who are admitted with coursework in progress should submit a schedule of courses in progress, and arrange to have a final, official transcript sent to the Office of Admissions after completion of their last term. Once a complete and official transcript is received, the initial evaluation will be updated. Students will consult with an academic adviser at the time of enrollment to determine how their transfer work will apply toward a degree at the University of Oklahoma.

PROSPECTIVE STUDENT EVALUATIONS

Transfer students who are undecided about attending OU can request a prospective student evaluation to help with the decision-making process. Potential applicants should submit or present in person the same official academic credentials required of transfer students applying for admission, along with the following information: desired term of matriculation at the University of Oklahoma; intended major; a complete list of collegiate institutions attended; mailing address, home and work or cell telephone numbers, and e-mail address.

The information should be submitted to the Office Admissions. This office will perform an initial evaluation of all transfer credit and then an academic adviser will determine how the transfer work will apply toward a degree at OU. Prospective students should contact the Office of Admissions at (405) 325-2252 for further information concerning this service. Prospective student evaluations are not available for one month prior to the start of classes for each term, due to time constraints on admissions and advising staff.

TRANSFER DAYS

Transfer Days is a yearly event, normally held in early spring, that provides an opportunity for transfer students who have already been admitted to the University for the upcoming summer or fall term to visit campus, be advised by academic counselors, and pre-enroll for the fall and/or summer terms. In addition to academic counselors, representatives from the University are...
also on hand to answer questions about housing, financial aid, scholarships and student activities. Other pre-enrollment periods for summer and fall terms occur throughout the late spring and summer months, so transfer students who are unable to attend Transfer Days will have ample opportunity to pre-enroll once they are admitted to the University. For further information, contact the Office of Prospective Student Services (405) 325-2151 or 1-800-234-6868.

TRANSFER CREDIT REGULATIONS

The amount of credit granted to applicants for admission as transfer students depends upon the nature and quality of the applicant’s previous work, evaluated according to the academic requirements of the University, and the following provisions:

1. Transfer credit earned by students at institutions accredited by a regional accrediting agency (such as the North Central Association of Colleges and Schools) or the Oklahoma State Regents for Higher Education will be accepted for transfer at face value. Credits earned at institutions accredited by a national accrediting agency recognized by the U.S. Department of Education will be reviewed on a course-by-course basis and accepted for transfer if the course is determined to be substantially equivalent to a University of Oklahoma course or courses.

2. Lower-division courses transferred to the University of Oklahoma will generally be used to meet lower-division degree requirements. In the event that a lower-division transfer course is used as a substitution for an upper-division requirement at the University, a student may be required to complete additional upper-division hours for graduation.

3. A minimum of 60 semester hours must be earned in a senior college for a baccalaureate degree.

4. Transfer students who enter the University with an Associate of Arts or an Associate of Science from an institution in the Oklahoma State System of Higher Education are considered to have met the lower-division (1000- and 2000-level) course requirements of the University’s General Education core curriculum. However, these students are still required to complete any lower-division coursework that is required beyond the University’s lower-division General Education course requirements, as well as the upper-division (including General Education) course requirements for a degree.

5. The dean’s office of each degree-recommending college has ultimate responsibility for determining how transfer credit will apply to a specific degree program. Since graduation requirements vary from college to college, a re-evaluation of transfer credit is required if a student changes degree colleges.

6. A transfer applicant under disciplinary probation or suspension will not be considered for admission until the terms of the probation or suspension have been met. Students must meet appropriate application deadlines for the term for which they are applying for readmission.

7. Grades for courses taken at foreign institutions are used in determining admissibility to the University. However, on a student is admitted, transfer grades are changed to neutral (5 or U) grades which do not affect the grade point average. The only exception to this policy is for foreign institutions that hold accreditation through a United States regional accrediting association.

SECOND UNDERGRADUATE DEGREE APPLICANTS

Students may apply for a second undergraduate degree at the University of Oklahoma, but are encouraged to investigate other options available through the Graduate College and other non-degree classifications before doing so. In addition to specific degree programs, the Graduate College offers teacher certification programs and an unclassified (non-degree) option, which allows students to take graduate and undergraduate courses before selecting a major field of graduate study.

Applicants for a second undergraduate degree must apply to a specific major and are not eligible for a second undergraduate degree in the major of their first degree.

General University policy, as well as specific college and school policies may restrict an applicant from applying for a second undergraduate degree in certain majors. Applicants should contact the Office of Admissions or the appropriate University degree-recommending college for further information on the pursuit of a second undergraduate degree.

APPLICANTS FOR READMISSION

Students must file an application for readmission if it has been more than one semester and a summer term since their last attendance at the University, or if they have completed a degree or were suspended after their last enrollment at OU. Application deadlines do apply to former students. Students who only enroll for summer terms (summer to summer students) do not need to reapply unless they graduate or break their continuous enrollment for a summer term. Students who have attended another college or university since last attending the University must file official transcripts from each institution attended. A student’s eligibility for readmission will be determined after an evaluation of all transferred work has been made. Academic credit awarded by any division of the University of Oklahoma is considered resident credit, with the exception of credit completed by correspondence or advanced standing examination.

SUSPENDED STUDENTS

A student who has been suspended once for academic reasons from the University or any other institution in the state system of higher education may apply for (re)admission to the University for any semester or summer term beyond the semester in which he or she was suspended. Such (re)admission is not automatic but is decided on an individual basis. The student must submit an application for readmission, a letter of appeal, and all required transcripts to the Admissions Office by April 1 for a fall semester or summer session, and November 1 for a spring semester. The letter of appeal should include an explanation of the student’s previous academic record, information about the student’s activities since suspension, and reasons why an exception to the requirements for admission to the University should be made.

A student who has been suspended twice from the University is not eligible for consideration for readmission until that student has attended another accredited college or university and raised his/her grade point average to the University’s retention standards.

SPECIAL STUDENTS

Any person who is admissible to the University of Oklahoma and who wishes to take undergraduate courses without the intention of pursuing a degree may do so under the classification of Special Student.

Undergraduate Special Students must meet regular admission requirements to the University and are limited to nine semester hours of enrollment in this classification, unless an exception to this enrollment maximum is made by the President of the University or his or her designate. University retention standards also apply to the undergraduate Special Student. A person who is admitted as a Special Student has no privileges beyond those which are available to all students. A Special Student who wishes to enroll in a course with specific prerequisites must meet those prerequisites in the same manner as any other student.

Special Students who later elect to enter a degree program will be expected to meet all of the regular requirements for that particular degree program. Special Students are urged to apply for regular (degree-seeking) admission as soon as a decision to pursue a degree has been made.

If a Special Student applies for admission to an undergraduate degree program, the work he/she has taken as a Special Student will be evaluated in the same manner as any other work submitted for evaluation. The particular degree-recommending college involved will determine how this work will apply toward the degree sought.

Post-baccalaureate Special Students are not required to submit academic credentials to be admitted. However, they must receive permission of the instructor, department or program unit and the graduate dean to enroll in 5000- and 6000-level courses, on-campus, or through Advanced Programs or other off-campus sites, so academic credentials may be required for this purpose. As a general rule, permission will not be granted to those students...
who are not eligible for admission in full standing to the Graduate College. Post-baccalaureate Special Students are not admitted to the Graduate College and, thus, are not considered graduate students. Work taken as a post-baccalaureate Special Student will not be counted toward a graduate degree unless the student was admissible to the Graduate College at the time such work was taken and the credit is approved by the appropriate department or program unit and the graduate dean. Post-baccalaureate Special Students may accumulate no more than 24 hours of credit at the University of Oklahoma, without permission of the graduate dean. A student needing to exceed this limit should submit a petition to the graduate dean outlining why he/she needs to take more than 24 hours as a Special Student. A post-baccalaureate Special Student is required to maintain a minimum 2.50 grade point average on all coursework attempted and a minimum of 2.00 every semester. Should a Special Student’s grade point average fall below a 2.00 for any semester, the student will not be allowed to continue to enroll as a Special Student. If the overall grade point average maintained as a Special Student drops below a 2.50, the student will have one semester to raise the overall average to 2.50 in order to continue to enroll as a Special Student. A post-baccalaureate Special Student whose cumulative grade point average in courses taken as a Special Student drops below a 2.50 and who would require more than a total of 24 hours in this status to raise that overall grade point average to 2.50 will not be allowed to continue to enroll as a Special Student. Applicants who enroll as Special Students in order to correct grade point average deficiencies for admission to the Graduate College may use the record of their performance as a Special Student as supplementary material to their graduate application, provided that the student has completed 12 semester hours of 3000/4000-level courses with a grade point average of at least 3.25. A grade of B or better must be earned in each course.

**Graduate Admission**

Inquiries related to graduate admission should be directed to the Graduate College, University of Oklahoma, 731 Elm Avenue, Norman, OK 73019-4075, (405) 325-3813; FAX (405) 325-5346; e-mail: gradinfo@ou.edu. Prospective students may apply online at http://admissions.ou.edu/admissions.htm.

Completed applications and official transcripts should be submitted to the Office of Admissions. Although the Graduate College does not require the Graduate Record Examination (GRE), the college endorses the use of the GRE as one useful measure of a student’s potential for success in graduate school. Many academic programs do require the GRE or other supporting materials, such as GMAT scores and/or letters of recommendation, before considering applications for admission. Students seeking admission in full standing must meet the application requirements of the department or program unit offering the desired degree program, as well as the requirements established by the Graduate College. Students should consult with the graduate liaison in the department to which they are seeking admission concerning department or program requirements and deadlines. Information about graduate assistantships is also available from the departments.

Applications cannot be considered until all required materials have been submitted. The final decision on admission to the Graduate College is made by the graduate dean. To be eligible for enrollment, the student must have been admitted to the University and to the Graduate College before the registration period ends for any given semester.

For graduate applicants within the United States, there are no formal admissions application deadlines. However, applicants are encouraged to observe the following dates for submission of completed applications. International students outside the United States have specific application deadlines, and they are in parentheses below.

- Fall Semester — April 1 (April 1)
- Spring Semester — November 1 (September 1)
- Summer Session — April 1 (February 1)

Certain graduate programs do have deadlines, and some are earlier than the dates listed above. All applicants are strongly urged to contact the programs to which they are seeking admission for the application deadlines of those programs.

An application-processing fee must accompany the application of all students who seek admission or readmission to the University.

The Office of Admissions has charge of all matters pertaining to general admission to the University. Admission and enrollment in the Graduate College is governed by the graduate dean. Except for those in unclassified status, the student must be recommended for admission by a department or program. All admissions to the Graduate College require that the student hold a baccalaureate degree or equivalent from an accredited college or university. However, undergraduates in their final semester at accredited colleges and universities may apply for admission to the Graduate College. A prospective student must register for courses at the University of Oklahoma for the term of admission to retain active status. The student is subject to the regulations applicable during his/her first term of enrollment so long as continuous enrollment is maintained.

**ADMISSION OF UNIVERSITY OF OKLAHOMA GRADUATING SENIORS**

All seniors graduating from the University of Oklahoma who wish to apply for admission to a graduate program should report to the Office of Admissions, 127 Buchanan Hall, no later than the final semester of their senior year and complete an Application for Graduating Seniors, or apply online at http://admissions.ou.edu/admissions.htm. Departmental application deadlines apply to graduating seniors. Applicants’ academic records will be referred to the Graduate College and to their prospective major departments for consideration.

If admitted, the graduating senior must inform the Graduate College if any requirements for the undergraduate degree have not been completed. If any requirements are not completed, the admission will be canceled and the student must reapply.

A college senior who qualifies for conditional admission to the Graduate College due to low grades will not receive a final decision on conditional admission until the complete undergraduate transcript has been reviewed.

**ADMISSION AS A VISITOR**

Graduate students in good academic standing at other accredited institutions are welcome to take courses at the University of Oklahoma as a Visitor. In this status, a graduate student has all the rights and privileges of other graduate students except he or she is not pursuing a graduate degree at the University of Oklahoma. Should the Visitor decide to pursue a graduate degree here, he or she would be required to file another application and submit official copies of all transcripts. To be admitted as a Visitor, a prospective graduate student must submit the following information to the Office of Admissions:

1. A completed application form and application-processing fee.
2. A letter of good standing from the dean of the Graduate College of the student’s home institution.

**READMISSION TO THE GRADUATE COLLEGE**

Students must file an application for readmission if it has been more than one semester and a summer term since their last attendance at the University. Students who only enroll for summer terms (summer to summer students) do not need to reapply unless they graduate or break their continuous enrollment for a summer term. Students who have attended another college or university since last attending the University must submit official transcripts from each institution attended to the University of Oklahoma’s Office of Admissions. A student’s eligibility for readmission will be determined after an evaluation of all transferred work is made. Readmitted students will be subject to the regulations in effect at the time of readmission.

**ENGLISH PROFICIENCY**

All new applicants to the Graduate College for whom English is a second language (including those holding permanent resident status) are required to present evidence of proficiency in the English language prior to admission.
The intent of this policy is to ensure that students for whom English is not a native language have a reasonable chance to succeed academically based on their ability to comprehend and use spoken and written English.

Graduate applicants may satisfy the English proficiency requirement in one of several ways:

1. The applicant can present an official Test of English as a Foreign Language (TOEFL) score of at least 550 on the written test, 213 or higher on the computer-based test, or 79 on the internet-based TOEFL. The TOEFL can be no more than two years old at the time the applicant begins studies at the University of Oklahoma. Some graduate programs require a score higher than 550. (Applicants who have been recommended for admission to a degree program, and who present a TOEFL score of at least 500 and show exceptional academic promise, may be considered for conditional admission by the graduate dean).

2. The applicant can present an official International English Language Testing System (IELTS) score of 6.5 or higher.

3. The applicant can present a bachelor’s degree or higher from an accredited college or university in the United States or from a country in which English is the native language and the language of instruction.

4. The applicant may present 24 semester hours of successfully completed college-level coursework from an accredited college or university in the United States or from a country in which English is the native language and the language of instruction.

5. An applicant can present a TOEFL score between 500 and 549 on the written test, 173 to 210 on the computer-based test or 61 to 78 on the internet-based TOEFL, and subsequently and immediately prior to admission successfully complete a minimum of 12 weeks of study at an approved English language center or program operated by an institution of higher learning or private school approved by the Oklahoma State Regents for Higher Education.

The University offers a Center for English as a Second Language (CESL) for students who are otherwise admissible to the University but do not meet the English proficiency requirement. CESL also offers English language classes for individuals who do not have plans to enter the University. For further information, call or write:

The Center for English as a Second Language, College of Continuing Education
1700 Asp Avenue, Norman, OK 73072-6400
(405) 325-6602, or 1-800-522-0772 ext. 6602.

ADDITIONAL INFORMATION FOR GRADUATE APPLICANTS

For further information concerning graduate admission, policies and programs, consult the Graduate College, http://gradweb.ou.edu.

Policy on Non-Academic Criteria in the Admission of Students

In addition to the academic criteria used as the basis for the admission of students, the University shall consider the following non-academic criteria in deciding whether a student shall be granted admission: whether an applicant has been expelled, suspended, or denied admission or readmission by any other educational institution; whether an applicant has been convicted of a felony or lesser crime involving moral turpitude; whether an applicant’s conduct at another educational institution would be grounds for expulsion, suspension, dismissal or denial of readmission, had the student been enrolled at the University of Oklahoma. An applicant may be denied admission to the University if the University determines that there is substantial evidence, based on any of the instances described above, to indicate the applicant’s unfitness to be a student at the University of Oklahoma.

Credit for Extra-Institutional Learning

The University of Oklahoma encourages capable students to seek college credit for knowledge they may have acquired in a variety of ways. Complete information on the ways students may establish credit for extra-institutional learning at the University of Oklahoma is found in the brochure Credit by Advanced Standing at the University of Oklahoma. This brochure is available through the Office of Prospective Student Services, the Office of Admissions, and is also available on the Web at admissions.ou.edu/advstand.html.

ADVANCED STANDING EXAMINATIONS

University of Oklahoma students who are enrolled (or pre-enrolled) and former students who are eligible to re-enroll may take an advanced standing examination for undergraduate credit, provided that they have not been enrolled in the course (or its equivalent) at an institution of college rank, and received a grade other than W. If a student is enrolled in a course in which he or she wishes to establish credit by advanced standing examination, the course must be dropped before any grade other than W is awarded.

A student enrolled (or pre-enrolled) in a course may earn credit in that course by advanced standing examination up to the end of the second week of class in a regular semester or the first week of a summer term. If a student earns credit in the course by examination, the student may drop the course enrollment with no fee assessment, provided the course is dropped within the first two weeks of class in a regular semester or the first week of class in a summer term. Beginning with the third week of class in a regular semester, or the second week of a summer term, registration fees will be refunded in accordance with the Oklahoma State Regents’ refund schedule.

The amount of advanced standing credit that may be awarded is subject to the graduation requirements of the University and the degree-recommending college in which a student will earn a degree. The dean of the student’s degree-recommending college at the University will determine how this credit applies toward a degree.

Advanced standing credit will be placed on a student’s permanent academic record only after it is validated by the successful completion of 12 or more semester hours of academic work at the University of Oklahoma. The neutral grade of satisfactory (S) will be assigned to credit earned through national or University of Oklahoma departmental advanced standing examinations. A grade of satisfactory (S) represents work of C quality or better.

Should a student fail an advanced standing examination, no grade will be recorded. However, the student is not eligible to retake the same examination and receive credit if the exam is passed. Students should consult the Office of Admissions or the Office of Independent Study to discuss other test options.

Credit by examination is limited to equivalent courses offered in residence at the University of Oklahoma, and the amount of credit earned by examination may not exceed that of the same course offered at the University of Oklahoma.

The regulations governing advanced standing examination credit that are mentioned above, apply to all of the advanced standing options available at the University.

Advanced standing examinations are under the general supervision of the University Registrar (and the chairperson of the department in the case of University departmental examinations).

The Academic Regulations Committee is responsible for hearing any appeals in hardship cases of students who do not meet the conditions and regulations governing advanced standing examinations.

Advanced standing credit may be earned through a variety of test options which include:

1. University of Oklahoma departmental advanced standing examinations.

The University of Oklahoma offers a number of departmental advanced standing examinations. Interested students should consult with an academic adviser during enrollment or with the departmental office responsible for offering the course.

Some of the more commonly taken examinations are administered by the Department of Independent Study. For those examinations, students should pick up the application forms at the Department of Independent Study, 1600 S. Jenkins, Room 101, Norman, OK 73072-6507, phone (405) 325-1921.

Other examinations are administered by the various departments and are given at the convenience of the department concerned. For
information about requirements and times at which examinations are offered, contact the department office. Students may pick up applications for the examinations not administered by the Department of Independent Study at the Office of Admissions, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, phone (405) 325-2252.

2. The Advanced Placement Program (APP) offered by the College Entrance Examination Board (CEEB).

This program allows high school students to take examinations for credit at the college level. High school counselors will assist students with testing arrangements. The University awards credit for AP examinations listed in the brochure Credit by Advanced Standing at the University of Oklahoma (also see admissions.ou.edu/advstand.html).

3. The College Level Examination Program (CLEP) offered by the College Entrance Examination Board (CEEB).

The University of Oklahoma is a CLEP testing center. The University awards credit for the CLEP examinations listed in the brochure Credit by Advanced Standing at the University of Oklahoma (also see admissions.ou.edu/advstand.html).

Inquiries about OU’s testing center should be addressed to the Office of Independent Study, 1600 S. Jenkins, Room 101, Norman, OK 73072-6507, phone (405) 325-1921.

4. Excelsior College Examinations

The University of Oklahoma awards credit for a few Excelsior College Examinations. Please refer to the brochure Credit by Advanced Standing at the University of Oklahoma for a list of examinations that are acceptable for credit. This information can also be found at admissions.ou.edu/advstand.html.

5. International Baccalaureate

Credit may be awarded to students who have taken higher level courses in the International Baccalaureate Program and who have scored at least a four (on a seven-point scale) on the higher-level course examinations. Such credit is awarded on a course-by-course basis as recommended by the appropriate University of Oklahoma department.

Score reports for any of the advanced standing examinations listed above should be submitted to the Office of Admissions, University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076.

OTHER TYPES OF ADVANCED STANDING CREDIT

Students may establish advanced standing credit at the University of Oklahoma by a variety of avenues other than examination.

Military Service Credit

The University awards credit for educational experiences during military service according to the recommendations of the American Council on Education as published in the Guide to the Evaluation of Military Experiences in the Armed Services. The policies governing the acceptance of credit awarded for military experience toward satisfying degree requirements vary among the degree-recommending colleges of the University. Students should contact their college academic advisement office for specific information on the applicability of this type of credit toward degree requirements. General questions concerning the evaluation of educational experiences in the armed services should be directed to the Office of Admissions.

The grade of S (satisfactory) is assigned to all credit awarded for military training.

Students may submit the following military records to verify successful completion of military training. These documents should be submitted to the Office of Admissions for review.

1. Army personnel and veterans who entered active duty or reserve personnel starting on or after October 1, 1981 — submit an Army/American Council on Education Registry Transcript (AARTS). AARTS transcripts can be ordered by contacting the AARTS Office, Ft. Leavenworth, KS 66027-5010. You may also call 1-866-297-4427 or visit their website: https://aarts.army.mil/.

2. Army veterans who entered active duty or reserve prior to October 1, 1981 — submit a DD Form 214, Certificate of Release or Discharge from Active Duty, and certificates of completion for all service schools attended.

3. Navy active duty, reserve, and veterans who have separated since January 1975; and Marine Corps active duty, reserve, and veterans who have separated since October 1, 1990 — submit a Sailor/Marine/Ace Registry Transcript (SMART). SMART transcripts can be ordered through your local Navy College Office or Marine Corps Education Center. For further information, contact SMART Operations Center NETPRTC N2, 6490 Saufley Field Road, Pensacola, FL 32504-5204; phone (toll free) 1-877-253-7122. You may also visit their website: https://smart.cnet.navy.mil.

4. Navy active duty, reserve, and veterans who were separated before January 1975; and Marine Corps active duty, reserve, and veterans who were separated before October 1990 — submit a DD Form 214, Certificate of Release or Discharge from Active Duty, and certificates of completion for all service schools attended.

5. BOOST Transcripts can be obtained by contacting: Broadened Opportunity for Officer Selection and Training, 197 Elliot Ave., Newport, RI 02841-1623. Commercial: (401) 841-1623; DSN: 948-7948.

6. Air Force personnel and veterans should request an official transcript from the Community College of the Air Force for work taken as an undergraduate, or from the Air University for work taken as a graduate student. Community College of the Air Force transcripts may be ordered by sending a request in writing to: CCAF/RRR, 130 West Maxwell Blvd., Maxwell AFB, AL 36112-6613, phone number (334) 953-2794 (DSN 493-2794). You may also visit their website at: http://www.ua.af.mil/aac.cf/. Air University transcripts may be obtained by writing to the Registrar's Office, 50 South Turner Blvd., Maxwell AFB-Gunter Annex, AL 36118-5643.

7. U.S. Coast Guard — Submit a U.S. Coast Guard Institute transcript. To request a U.S. Coast Guard Institute transcript, you may visit the following website: http://www.uscg.mil/hq/cgi/credit.html, call (405) 954-0072, or write: U.S. Coast Guard Institute, 5900 SW 64th Street, Oklahoma City, OK 73169-6990. If you are unable to obtain a U.S. Coast Guard Institute transcript, you may submit a DD Form 214, Certificate of Release or Discharge from Active Duty, and certificates of completion for all service schools attended.

8. DANTES — Students may also request a transcript from DANTES (Defense Activity for Non-Traditional Education Support) or USAFI (United States Armed Forces Institute -- tests taken prior to July 1, 1979). Many tests taken under the auspices of DANTES carry American Council on Education credit recommendations recognized by the University. Official DANTES transcripts may be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604. Official USAFI transcripts may be obtained from Thomson Prometric, P.O. Box 6605, Princeton, NJ 08541-6605. Web site: http://getcollegecredit.com/.

9. DD Form 295. If you are not able to obtain one of the transcripts listed above, active duty personnel should submit a DD Form 295, Application for the Evaluation of Learning Experiences During Military Service.

Credit for Training Programs and Other Extra-institutional Learning

The University awards credit for other extra-institutional learning based on recommendations made by the American Council on Education in its publication The National Guide to Educational Credit for Training Programs or transcribed on its Registry of Credit Recommendations (ROCR). Credit may also be awarded based on recommendation of the Board of Regents of the University of the State of New York in its publication, College Credit Recommendations: The Directory of the National Program on Non-Collegiate Sponsored Instruction. Documents reflecting credit for training programs and other extra-institutional learning must be submitted to the Office of Admissions for evaluation. The dean of the college in which a student will earn a degree at the University will determine how this credit applies toward the degree. For further information, students should contact the Office of Admissions, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, (405) 325-2252.

TRANSFER OF ADVANCED STANDING CREDIT

Advanced standing credit posted on transcripts from institutions in the Oklahoma State System of Higher Education will transfer to the University subject to the same conditions as resident credit from these campuses.

Office of Admissions
Advanced standing credit posted on transcripts from all other institutions will be accepted by the University as long as the credit was earned through one of the advanced standing mechanisms approved by the Oklahoma State Regents for Higher Education. The dean of the college in which a student will earn a degree will determine how this credit applies toward the degree.

ENROLLMENTS AT OTHER INSTITUTIONS

Students must report any college or university work taken at other institutions while they are current students at the University of Oklahoma. Whether this work is taken while registered in classes at the University, during a summer session, or during a semester and/or summer session while students have “stopped out” of the University temporarily, students must file an official transcript with the Office of Admissions of all work undertaken. Failure to do so may result in suspension or permanent dismissal from the University.

Preenrollment Assessment and Advising

MATHEMATICS DEPARTMENT COMPAS (PLACEMENT TESTING) PROGRAM

COMPAS (Curriculum-Oriented Mathematics Placement for Academic Success) is a program of mandatory placement testing to determine the appropriate placement for entering students in all math courses through the first course in calculus (Math 1823 or 1743). Tests will be graded immediately after testing so that results are available for advisement and enrollment. Any student may take the test twice during the testing period for any semester’s placement. Once students are in a sequence of mathematics courses, placement into the next course is built into the testing and grading of each course. Information on the tests can be obtained by calling the Assessment Center.

ASSESSMENT POLICY

In compliance with state-mandated assessment of higher education, any student entering OU for the first time must be assessed. Upon entering the University, advising personnel look at ACT/SAT scores, high school GPA and/or any transfer work from another college or university. Then, based on certain criteria, students may be referred for additional assessments. Assessment results sometimes indicate the need for developmental course(s) which must be successfully completed before pursuing college-level courses.

The Assessment and Learning Center determines academic skill levels in the areas of reading comprehension, English, and mathematics by using the COMPAS placement test and writing samples. The overall assessment process serves as a way to measure academic program improvements within the University, and to promote academic success among students.

Another part of the assessment process involves enrolling for mathematics courses. Any student who is required to take mathematics course(s) to fulfill his/her degree requirements, who has not successfully completed math coursework through calculus at OU or another institution, must be assessed regardless of how long he/she has attended OU. Placement testing will determine into which courses the student is eligible to enroll, based on current skill levels in mathematics.

FOREIGN LANGUAGE PLACEMENT EXAMINATIONS

Classical Languages

Placement examinations for beginning and intermediate-level Latin, Greek and Hebrew language courses are administered throughout the fall, spring and summer terms. High school students are especially encouraged to take placement examinations before they enroll in these language courses.

None of these examinations award credit; they are administered only to assist students in enrollment. Students should call the Classics Department to schedule a time to take the examination.

Modern Languages

Students who have completed two or more years of high school foreign language and who wish to continue their foreign language study at the University will be placed in appropriate courses based on their scores in the Proficiency Exam. University credit may not be earned in courses for which the exit proficiency level is below the students’ proficiency test scores. Students may, if they wish, audit such courses. Students who have not completed the normal two-year high school language sequence should enroll in 1115. Those who wish to demonstrate higher proficiency should consult the placement adviser of the Department of Modern Languages, Literatures and Linguistics. Students have the right to appeal their course placement.

Placement examinations are administered during pre-enrollment periods as well as during regular enrollment periods. The examination is also given during the pre-enrollment period in the summer for new students planning to enroll in the University in the fall. Students should check with the Department of Modern Languages, Literatures, and Linguistics concerning the specific place and dates on which such examinations will be given.

SUMMER ENROLLMENT AND ORIENTATION PROGRAM FOR FRESMEN

The University College Summer Advance Enrollment Program is the first step in orientation to the University of Oklahoma. The program is conducted each summer for incoming freshmen and college transfer students who have been admitted to University College. This visit to the Norman campus provides an opportunity to become acquainted with the services available as well as to be advised and to enroll for fall classes. Parents are encouraged to participate in the activities.

Information about the program is distributed annually to eligible newly admitted students, who then schedule appointments to participate. Under certain circumstances, new students who are unable to visit the campus may enroll by mail.

SCHOLARS SUMMER ENROLLMENT

Students accepting talent-based scholarships through the OU Scholars Program, as well as incoming National Merit and Philips Scholars, are enrolled through the OU Scholars Program office. Students and their parents spend the day at Honors House in a variety of workshops targeted to the particular needs of the academically talented student. Math and language placement tests, parent sessions, campus tours, lunch at Couch Cafeteria, as well as initial academic advisement and enrollment occur at this time. Most Scholars will be enrolled during May and June.

THE ALL-UNIVERSITY WRITING REQUIREMENT

English composition is the cornerstone of the general education curriculum. Because written communication is an integral part of every degree program at the University of Oklahoma, all undergraduate students are required to enroll in English Composition and/or Expository Writing (ENGL 1113 and 1213 or EXPO 1213). Any student who has not fulfilled the requirement is encouraged to enroll in English and/or Expository Writing.
Office of the Bursar

Max Hawkins, Bursar
1000 Asp Ave., Room 105
Norman, OK 73019
Phone: (405) 325-3121
FAX: (405) 325-7665
Internet: http://www.ou.edu/bursar/index.htm

Cost of Attending OU

The cost of attending The University of Oklahoma includes tuition, fees, books, housing (including room and board), transportation and miscellaneous living expenses. The actual costs of attending the University will vary depending on a student’s resident status, academic level, course load, housing option, personal needs, and spending habits.

The most common student budgets for financial aid recipients are listed in the table “Estimated Costs of Attending OU” located in the Financial Aid Services section. These budgets reflect the estimated costs for the fall and spring semesters. The enrollment costs are based upon enrollment of 15 hours per semester for undergraduates and law students and seven hours per semester for graduate students. Tuition for the undergraduate budgets is based upon a weighted average of lower- and upper-division courses. These budgets reflect standardized costs of attendance developed by Financial Aid Services for the administration of financial aid programs.

Fees for 2006-07 (SUBJECT TO CHANGE)

For the most up-to-date information concerning tuition and fees, visit the Office of the Bursar web page at: http://www.ou.edu/bursar/.

ENROLLMENT FEES AND TUITION

All students pay resident tuition for each credit hour in which they are enrolled. The amount of the resident tuition varies with course level. In addition, all students who are not residents of Oklahoma must pay nonresident tuition, the amount of which varies with course level. Enrollment fees are detailed at http://www.ou.edu/bursar/.

Graduation Fees

All students graduating from the University of Oklahoma must fill out an Application for Graduation and pay all fee and tuition charges before their degree can be officially conferred and a diploma issued. Applications for graduation should be picked up at the student’s college office, filled out and turned in to the Office of Academic Records, 330 Buchanan Hall. Doctoral candidates must complete their application for graduation and pay the microfilming fee of $54.00 in the Office of the Bursar.

Degree candidates should keep in mind the following deadlines for graduation applications:
- Fall graduates — November 1
- Spring graduates — March 1
- Summer graduates — July 1

All inquiries regarding graduation should be directed to the Office of Academic Records, (405) 325-2017.

PAYMENT OF FEES

Tuition and fees may be paid at the Office of the Bursar in Buchanan Hall (8:00 A.M. – 5:00 P.M.) Monday–Friday. To avoid service charges, tuition and fees should be paid completely prior to the date given in the fee and tuition information included in the current Class Schedule. Tuition and fees may be paid in person at the Bursar’s Office in Buchanan Hall, by mail, or online at pay.ou.edu.

Monthly statements will be prepared and e-mailed prior to the payment deadline. Failure to receive a statement will not exempt a student from late penalties. It is the student’s responsibility to determine his/her financial obligation and how it is to be met.

Office of the Bursar

41
CALENDAR

The University of Oklahoma offers courses annually in six sessions: the fall semester (late August to mid-December); the winter intersession (late December to mid-January); the spring semester (mid-January to early May); the spring intersession (early May to early June); the summer session (early June to early August); and the summer intersession (August).

AUDIT

Auditing is attending a class without participating in classwork or receiving credit. Enrollment as an auditor is permitted in all courses subject to the approval of the instructor in the course.

Initial enrollment in a course as an auditor may be completed only between the first day of classes and the last day permitted for late enrollment for credit in any semester or term.

A change of enrollment from audit to credit may be made, provided the change is made no later than the end of the second week of classes in a regular semester or the first week of classes in a summer term, and provided the instructor and appropriate dean grant approval.

A change of enrollment from credit to audit may be made during the first 10 weeks of classes in a semester or five weeks of classes in a summer term, provided the student is passing in the course at the time the change is processed, and provided the student has received approval from the instructor. A change of enrollment processed during the first 10 weeks of a semester or five weeks of a summer term requires a report of progress from the student’s instructor. A change of enrollment to audit supersedes the original enrollment for credit, and no withdrawal from the credit enrollment is posted on the student’s academic record.

An instructor may assign a final grade of W (withdrawn passing) at the end of a semester or term to a student who has not performed according to the instructor’s requirements for an auditor in that class.

Enrollment as an auditor is indicated on the student’s permanent academic record with the final mark AU (identified as Audit), subject to the same posting regulations governing credit enrollment.

FEE WAIVERS FOR AUDITING OF COURSES

Institutions of the state system are authorized to waive general enrollment and all other fees for residents of Oklahoma 65 years of age or older for auditing of academic courses, contingent upon space being available.

PASS/NO PASS OPTION

Students may elect to enroll in courses on a pass/no pass basis, but should understand that colleges may not count pass/no pass enrollments when determining whether the student has fulfilled the requirements for a degree. Specific college limits are listed in the current Class Schedule at admissions.ou.edu/registration.html and in the college sections of this catalog.

Both grades, P and NP, are considered neutral grades in the computation of grade point averages, i.e., credit hours for Pass, though earned, will not be included in grade point averaging, and no credit hours will be earned for No Pass. Preprofessional students who plan to apply for admission to professional schools, such as law or medicine after completion of an undergraduate degree, are advised that courses taken on the pass/no pass option may hinder admission when grade point average is a major consideration. For advice, the student should consult the admissions office of the professional school where he or she intends to apply.

Before enrolling in courses under the pass/no pass option, students should consult with their advisers or personnel in college offices to be certain of approved enrollment.

Students may change enrollment in a course to or from the pass/no pass option by the add/drop procedure in the first two weeks of a regular semester or the first week of a summer term with the approval of an adviser and the college office when required. This change in enrollment must be completed in person at Registration, 230 Buchanan Hall.

To prevent any discrimination in grading, the student’s choice of P/NP grading will not be made known to the instructor in a course. The grade will be automatically assigned at the end of the course on the basis of the grade submitted by the instructor. The minimum performance level required to receive a P grade in a course is a grade of C.

ACADEMIC WORK LOAD

A student desiring to carry an academic overload (number of semester-credit-hours 25 percent or more greater than the number of weeks in the applicable academic semester or summer term), must have demonstrated readiness to perform on an overload basis, either through superior performance on a college aptitude test, or on the basis of superior academic achievement in high school or college.

An academic overload is defined as a number of semester-credit-hours 25 percent or more greater than the number of weeks in the applicable academic semester or summer term. A student wishing to enroll in an academic overload must obtain permission from his or her dean. The fall/spring semesters are periods of 16 weeks; consequently, 20 credit hours are considered an overload and the maximum enrollment permitted under any circumstances is 24 hours. Likewise, the summer session is a period of eight weeks; consequently, 10 credit hours are considered an overload and the maximum enrollment permitted under any circumstances is 12 hours.

The maximum student overload in any given semester or term is limited to a number of semester-credit-hours which is 50 percent greater than the total number of weeks in the applicable academic semester term.

CHANGE(S) OF ENROLLMENT

After a student has completed an initial registration for a particular term, he or she will be permitted to add new courses with the approval of the instructor and dean of the college when required, or drop courses with the approval of the adviser and the dean of the college when required. A student who drops a course during the first two weeks of classes (first week of a summer session) receives no grade; however, a student who withdraws from all courses in the first two weeks of classes (first week of a summer session) receives the grade of W in each course of enrollment. W (meaning withdrawal) is a neutral grade given a student who drops a course with a passing grade.

From the third week (third week of a summer session) through the sixth week (third week of a summer session), any student who drops a course will receive a grade of W.

From the seventh week (fourth week of a summer session) through the tenth week (fifth week of a summer session), any student who drops a course will receive a grade of either W or F from the instructor in the course.

After the tenth week (fifth week of a summer session) through the remainder of the term, drops are not permitted except by direct petition to the dean of the college in which the student is enrolled. The student who drops with permission of the dean will receive a final grade of W or F at the discretion of the instructor.

CHANGE OF COLLEGE AND MAJOR

A student who transfers from one degree-recommending college to another within the University must secure a change of major form from the advising office of the college last attended and must have it approved by the advising office of the college to which the transfer is occurring.

University College students should contact University College for information on transfer to a degree-recommending college.

A student who wishes to change major fields should consult his or her college advising office.

CHANGE OF ADDRESS

A student may change their local, parent, permanent and billing address by completing the change of address form available at Enrollment Services, 230 Buchanan Hall.
To be considered full time, an undergraduate student must be enrolled in
Senior calendar included in the current Class Schedule. Fees may be paid online
fees should be paid completely prior to the date given in the University
spring semester. For limitations on graduate student enrollment, see the
PAYMENT OF FEES Graduate College section of this catalog.

FULL-TIME STUDENTS

In order to withdraw from the University before the close of a semester or
summer session, a student must report to their college advising office for a
“withdrawal” card. The student must secure the signature of the dean, or
his/her agent, of the college approving the withdrawal, and then the card
must be filed in Registration. The student must follow this procedure to
receive any refund of fees during specified refund periods.

Students withdrawing from all courses in the first six weeks of classes (first
three weeks of a summer session) receive the grade of W in each course of
enrollment. Beginning with the seventh week (fourth week of a summer
session) through the last day of classes of the semester or summer term,
these students must receive a grade of W or F from the instructor in each
course upon withdrawal.

A student will be held responsible for the cost of room and board if either
or both are furnished by the University.

CLASSIFICATION OF STUDENTS

Freshman — through 29 semester hours earned.
Sophomore — 30–59 semester hours earned.
Junior — 60–89 semester hours earned.
Senior — 90 semester hours earned.

FULL-TIME STUDENTS

To be considered full time, an undergraduate student must be enrolled in
at least six hours in a summer session and at least 12 hours in a fall or
spring semester. For limitations on graduate student enrollment, see the
Graduate College section of this catalog.

PAYMENT OF FEES

Fees may be paid following enrollment. To avoid penalties for late payment,
fees should be paid completely prior to the date given in the University
calendar included in the current Class Schedule. Fees may be paid online
at pay.ou.edu, in person at the Bursar’s Office in Buchanan Hall or by
mail. For specific charges, see the section entitled, “Cost of Attending OU.”

REFUNDS

Refunds are calculated from the day classwork begins for each semester or
session according to the following schedules established by the Oklahoma
State Regents for Higher Education. Schedules for summer session may differ;
please consult the Summer Session Schedule for applicable refund dates.

VETERAN STUDENT SERVICES

Veteran Student Services, 234 Buchanan Hall, provides certification of Veterans or their dependents, Guard, Reservists and students receiving VA
Vocational Rehabilitation, who are eligible for educational benefits.
Services include help in processing forms necessary for monthly benefits or
making changes in enrollment. Counseling is available for academic,
financial and personal issues. Tutorial assistance is available for veterans
attending on at least a half-time basis. VA work-study positions may be available for those attending at least three-quarter time. Inquire at (405)
325-4308.
Applying For Financial Aid

Those planning to attend OU and current students are encouraged to apply for financial aid. First visit OU Financial Aid Services website at www.financialaid.ou.edu. A wealth of information about financial aid, scholarships, and other financial resources is available. Also listed are deadlines, eligibility requirements, applications, and links to other helpful websites.

Getting Started...

- Apply for financial aid by the OU Financial Aid Services recommended deadlines.
- Apply for a U.S. Department of Education PIN (Personal Identification Number) online at www.pin.ed.gov. This PIN serves as your electronic signature for the FAFSA (Free Application for Federal Student Aid) and to access certain financial aid information online.
- Next, complete the FAFSA on the Web at www.fafsa.ed.gov to apply for federal student aid, state aid, and institutional aid.
- Remember, applying for financial aid is FREE!
- List OU’s school code, 003184, on your FAFSA application. Be sure to include your housing plans on your FAFSA.
- Once your FAFSA is processed, a Student Aid Report will be sent to you and your information will be sent to OU if you listed OU’s code on your FAFSA.

Important Note: The FAFSA must be completed annually. Submit the FAFSA on the Web as soon as possible after January 1, but before March 1, to be considered for all available aid programs for the following fall/spring semesters. For priority processing, all requested documents must be received in Financial Aid Services by June 1 for the following fall/spring semesters and by November 1 for the spring only semester. Check the Financial Aid Services website for summer financial aid information. Please contact 1-800-4FEDAID for a paper FAFSA if unable to file the FAFSA on the Web.

What happens next...

Financial Aid Services will notify admitted students via their OU email account if any additional information is needed. Instructions about activating your OU email account are included with your admissions letter to OU. Financial aid applicants who are not yet admitted will be notified via postal mail. After submitting all requested information your application is reviewed in turn. If eligible, Financial Aid Services sends an OU-FAN (Financial Aid Notification) listing the financial aid awards which are available to help meet the cost of attending OU. Awards may consist of a combination of aid, such as grants, loans, student employment, scholarships, and/or other resources. The student then decides which aid programs to accept, reduce or decline, and submits the OU-FAN acceptance online. Complete information regarding the financial aid programs offered and the disbursement process is included as links on the OU-FAN. Students who receive academic, talent based, or other awards that also receive federal financial aid may expect their financial aid awards to be revised. This is required by federal regulations.

ASK THE SOONERS

Finding answers to financial aid and other related questions is easy using the “Ask the Sooners” knowledge-base at www.financialaid.ou.edu. Hundreds of answers to your most frequently asked questions can be found 24/7. Just type a keyword(s) in the search and view the answers listed! Use the “Ask a Question” tab to send a secure message to Financial Aid Services.

FINANCIAL EDUCATION AND COUNSELING CENTER

The University of Oklahoma Financial Education and Counseling Center has been established to provide students with the financial planning skills students need to choose their debt wisely and effectively manage their hard earned money. The four CORE focus areas include: counseling, outreach, research, and employment. For more information call (405) 325-4183 or e-mail financialaid@ou.edu. Sponsored by Bancfirst and Oklahoma Student Loan Authority (OSLA).

Cost of Attending OU

The Financial Aid Services office develops standard budgets to determine the estimated costs of attending OU. This “budget” is used to award financial aid. The cost of attending The University of Oklahoma includes tuition, fees, books, housing (including room and board), transportation, and miscellaneous living expenses. The actual costs will vary depending on a student’s resident status, academic level, course load, housing option, personal needs, and spending habits.

The most common student budgets for financial aid recipients are listed in the table “Estimated Costs of Attending OU.”

<table>
<thead>
<tr>
<th>Estimated Costs of Attending OU (2006-07 Academic Year)</th>
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</thead>
<tbody>
<tr>
<td>Undergraduate Living</td>
</tr>
<tr>
<td>University Housing (based on 30 credit hours)</td>
</tr>
<tr>
<td>Tuition and Fees</td>
</tr>
<tr>
<td>Books</td>
</tr>
<tr>
<td>Housing (Room and Board)</td>
</tr>
<tr>
<td>Transportation/Miscellaneous</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

| Undergraduate Living Off-Campus (based on 30 credit hours) | | |
|-------------------------------------------------------------|
| Tuition and Fees | 5,110 | 13,399 |
| Books | 1,099 | 1,099 |
| Housing (Room and Board) | 6,191 | 6,191 |
| Transportation/Miscellaneous | 4,418 | 4,418 |
| Total | 16,818 | 25,107 |

| Graduate Student Living Off-Campus (based on 14 credit hours) | | |
|---------------------------------------------------------------|
| Tuition and Fees | 2,961 | 7,725 |
| Books | 1,099 | 1,099 |
| Housing (Room and Board) | 9,697 | 9,697 |
| Transportation/Miscellaneous | 4,418 | 4,418 |
| Total | 18,175 | 22,939 |

<p>| Law Student Living Off-Campus (based on 30 credit hours) | | |
|----------------------------------------------------------|
| Tuition and Fees | 12,965 | 22,893 |
| Books | 1,099 | 1,099 |
| Housing (Room and Board) | 9,697 | 9,697 |
| Transportation/Miscellaneous | 4,418 | 4,418 |
| Total | 28,179 | 38,107 |</p>
<table>
<thead>
<tr>
<th>Program Name, Source of Aid</th>
<th>Application Form</th>
<th>Application Deadline/ Preferential Filing Date</th>
<th>Contact</th>
<th>Student Classification: Undergraduate, Graduate, Professional</th>
<th>Approximate Annual Maximum Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grants</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Pell Grant, Federal Government</td>
<td>Free Application for Federal Student Aid (FASFA)</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services (405) 325-4523 <a href="http://www.financialaid.ou.edu">www.financialaid.ou.edu</a></td>
<td>Undergraduate (working on first bachelor's degree)</td>
<td>$4,050</td>
</tr>
<tr>
<td>Federal Supplemental Educational Opportunity Grant, (SEOG), Federal Government</td>
<td>FAFSA</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services</td>
<td>Undergraduate (working on first bachelor's degree)</td>
<td>$1,000</td>
</tr>
<tr>
<td>Oklahoma Tuition Aid Grant (OTAG), State Government</td>
<td>FAFSA</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services</td>
<td>Undergraduate</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>Scholarships</strong></td>
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<tr>
<td>Resident Tuition Waiver, University of Oklahoma</td>
<td>FAFSA</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services</td>
<td>Undergraduate</td>
<td>$1,000 – 2,000</td>
</tr>
<tr>
<td>OU Scholars Program, University of Oklahoma</td>
<td>Freshman Scholarship Application</td>
<td>Must be received by February 1</td>
<td>OU Scholars Program 1 (877) 536-3793 (405) 325-2851</td>
<td>Undergraduate</td>
<td>$1,000 Tuition waiver plus $750 cash award for one year</td>
</tr>
<tr>
<td>President’s Leadership Class, University of Oklahoma</td>
<td>Freshman Scholarship Application</td>
<td>Must be received by February 1</td>
<td>Prospective Student Services 1 (800) 234-6868 (405) 325-2151 <a href="http://www.gsoiu.edu">www.gsoiu.edu</a></td>
<td>Undergraduate</td>
<td>$1,000 Tuition waiver</td>
</tr>
<tr>
<td>President’s Community Scholars, University of Oklahoma</td>
<td>Freshman Scholarship Application</td>
<td>Must be received by February 1</td>
<td>Prospective Student Services</td>
<td>Undergraduate</td>
<td>$1,000 Tuition waiver</td>
</tr>
<tr>
<td>Transfer Scholarships: Phi Theta Kappa, Transfer Academic Excellence, Transfer Leadership Class, University of Oklahoma</td>
<td>Transfer Scholarship Application</td>
<td>Must be received by March 1</td>
<td>Prospective Student Services</td>
<td>Undergraduate</td>
<td>$1,000 Tuition waiver</td>
</tr>
<tr>
<td>American Indian Scholars (Tuition Waiver)</td>
<td>Admission Application, Tribal Verification, and AES Scholarship Application</td>
<td>Must be received by April 1 (fall semester)</td>
<td>Center for Student Life (405) 325-3163</td>
<td>Undergraduate (for Non-Residents only)</td>
<td>American Indian Scholars Tuition Waiver: $1,600 per semester</td>
</tr>
<tr>
<td><strong>Jobs</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Work Study (FWS), Federal Government</td>
<td>FAFSA and Employment Application</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services</td>
<td>Undergraduate, graduate, and professional</td>
<td>$3,200</td>
</tr>
<tr>
<td>Student Employment, University of Oklahoma</td>
<td>Employment Application</td>
<td>Depends upon job availability</td>
<td>Personnel Services (405) 325-1826 Jobline: (405) 325-4343</td>
<td>Undergraduate, graduate, and professional</td>
<td>Varies. Depends on job classification and hours worked.</td>
</tr>
<tr>
<td><strong>Loans</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Perkins Loan, Federal Government</td>
<td>FAFSA</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services</td>
<td>Undergraduate, graduate, and professional</td>
<td>$4,000–undergraduates $6,000–graduates</td>
</tr>
<tr>
<td>Institutional Loans: Lew Wentz Mert, Lew Wentz Computer, Murray Case Sells, Robey and Robey, Sallie B. Clark, University of Oklahoma</td>
<td>FAFSA and/or Institutional Loan Application</td>
<td>April 1 Recommended</td>
<td>Financial Aid Services</td>
<td>Undergraduate, graduate, and professional</td>
<td>$2,000 – $5,000</td>
</tr>
<tr>
<td>Federal Stafford Loan, Federal Unsubsidized Stafford Loan, Federal Government</td>
<td>FAFSA and Master Promissory Note</td>
<td>As soon after January 1 as possible for the following fall/spring terms</td>
<td>Financial Aid Services</td>
<td>Undergraduate, graduate, and professional</td>
<td>Undergraduate: $2,625, year 1; $3,500, year 2; $5,500, years 3 and 4; Graduate/professional: $8,500/year. Additional unsub. may be available.</td>
</tr>
<tr>
<td>Federal Parent Loan for Undergraduate Students (PLS), Federal Government</td>
<td>Application available from OU Financial Aid Services website or lending institution</td>
<td>Loans require additional time for complete processing</td>
<td>Loans require a credit check</td>
<td>Financial Aid Services</td>
<td>Undergraduate</td>
</tr>
</tbody>
</table>

Award amounts are subject to change. For more information about OU scholarships, visit www.scholarships.ou.edu. For financial aid information, visit www.financialaid.ou.edu.
Academic Records

Richard D. Skeel, Director
330 Buchanan Hall
Norman, OK 73019-4076
Phone: (405) 325-4147
Fax: (405) 325-7047
E-mail: admrec@ou.edu
Internet: admissions.ou.edu/records.html

Academic Standards

Grades

Students’ grades in all courses are filed in the Office of Academic Records and become a part of the official records of the University.

The passing grades used are A, B, C, D, and under certain conditions, P and S. Nonpassing grades are F, U and NP. W, meaning withdrawal, is a neutral grade assigned when the student is passing at the time of withdrawal. A student who withdraws from a course with failing grades will receive the grade of F.

A, the highest grade, is given for work of exceptional quality. D is the lowest grade for which credit is given in any undergraduate college and means that, although in the judgment of the instructor credit should be allowed for the course, a degree will not be conferred upon a student whose work is all of that level. In the Graduate College, however, the grade of D is failing, insofar as credit toward a graduate degree is concerned, and cannot be used to satisfy prerequisite requirements and/or requirements for certificates. F means failure. No credit hours or grade points are awarded for an F grade and indicates quality of C work or better.

S and U, meaning Satisfactory and Unsatisfactory, may be used in grading certain courses identified at the discretion of the degree-recommending college. Courses selected for S-U grading must be of a noncompetitive nature and the entire class must be graded on this basis. The S-U grades are considered neutral in the computation of a student’s grade point average. At the undergraduate level, a grade of S signifies work of D quality or better (except in the case of credit earned by advanced standing examination, when the grade of S represents work of C quality or better). In the Graduate College, the grade of S represents work of B quality or better. S must be used to indicate that a thesis or dissertation is satisfactorily completed, and is the only passing grade accepted for special problems, individual research and directed readings courses.

The S grade may not be used for lecture/recitation courses except with the expressed approval of the graduate dean. The U grade is used to indicate that no credit is to be given for the work undertaken.

P and NP, meaning Pass and No Pass, are used as grades in a course in which a student has enrolled under the pass/no pass option. P meaning Pass is used as a passing grade and indicates quality of C work or better.

NP meaning No Pass, is a nonpassing mark used to indicate no credit for a pass/no-pass option enrollment. The grades of P and NP are considered neutral in the computation of the student’s grade point average.

I is a neutral mark and means Incomplete. It is not an alternative to a grade of F, and no student may be failing a course at the time an I grade is awarded. To receive an I grade, the student should have satisfactorily completed a substantial portion of the required coursework for the semester. The instructor will indicate to the student, and to the Office of Academic Records, what must be done to complete the course and set a time limit appropriate to the circumstances. However, the time allowed may not exceed one calendar year. Students should not reenroll in the course to make up the Incomplete.

If by the end of the year, no change in grade has been submitted, the grade of I will become permanent on the student’s record. After a grade of I has become permanent, a student may reenroll in the course.

X indicates that satisfactory progress is being made and is a neutral grade to be used only for thesis and dissertation research courses numbered 5980 and 6980 and for thesis and dissertation equivalent courses numbered 5880 and 6880.

AW, meaning Administrative Withdrawal, is a neutral grade used to indicate that a student has been involuntarily withdrawn by the institution. Students may receive an AW for disciplinary reasons, financial reasons or inadequate attendance.

N is a temporary grade used only to indicate that no final grade has been reported at the time of grade processing and is removed from the student’s record when the final grade is received. It is neutral in the computation of the student’s grade point average.

GRADE POINT SYSTEM

Each hour of A, B, C, D and F carries a grade point value as follows: A=4, B=3, C=2, D=1 and F=0. Grades of P and S, as well as grades of I, X, U, N, NP, AW, and W, carry no grade point value and are not included in the computation of a student’s semester or cumulative grade point average.

GRADE REPORTS

All final grade sheets at the end of a semester and at the end of the summer session must be filed by the departments with the Office of Academic Records no later than the date specified in the call for grades.

CORRECTING GRADES REPORTED IN ERROR

The instructor initiates the change by filing a Faculty Request for Grade Change form with the department under which the course was taught.

Academic Forgiveness Policy

The Academic Forgiveness Policy, instituted by the Oklahoma State Regents for Higher Education, allows students, under certain circumstances, to have courses removed from the calculation of the retention grade point average. It consists of three components: the repeat policy the reprieve policy, and the renewal policy.

REPEAT POLICY

University policy prohibits students from repeating a course in which they have earned a grade of A or B unless the course is one in which there is a change of subject matter and the course has been designated “repeatable for credit”. Courses that are repeatable for credit are identified as such in the course description section of this catalog.

Students who repeat courses/hours beyond those under the Repeat Policy may do so with both the original grades and repeat grades included in the calculation of the retention/graduation grade point average. The original grade will still appear on the student’s permanent record, but will not be calculated into the student’s retention/graduation grade point average or total hours earned.

Students who repeat courses/hours beyond those under the Repeat Policy may do so with both the original grades and repeat grades included in the calculation of the retention/graduation grade point average. Academic credit from any division of the University of Oklahoma—Norman campus, OU Health Sciences Center, OU-Tulsa, or the College of Continuing Education—are included in the OU retention/graduation and cumulative grade point averages for purposes of retention and graduation.

A student may request only one reprieve or renewal from the University of Oklahoma.

ACADEMIC REPRIEVE POLICY

The Reprieve Policy allows students to request that one or two semesters’ grades be excluded from the calculation of the combined retention/graduation grade point average. Grades from courses taken during the reprieved term(s) will remain on the student’s permanent record, but will only be calculated into
the student's cumulative grade point average. A student may request an academic reprieve if the following criteria are met:

- The student must be currently enrolled as an undergraduate on the Norman campus;
- at least three years must have elapsed between the period in which the grades being requested to be reprieved were earned and the reprieve request;
- prior to requesting the reprieve, the student must have earned at least a 2.00 grade point average with no grade lower than C in all regularly graded coursework (minimum of 12 semester credit hours), excluding activity and performance courses. This coursework may be completed at any accredited higher education institution.

The request may be for one semester/term or two consecutive semesters/terms. If the reprieve is awarded, all grades and hours during the enrollment period are excluded from the retention/graduation grade point average. Coursework with a passing grade included in a reprieved semester may be used to demonstrate competency in the subject matter. However, the coursework may not be used to fulfill credit hour requirements. If the student's request is for two consecutive semesters/terms, the institution may choose to reprieve only one semester.

The student may not receive more than one academic reprieve during his/her academic career. The student will not be eligible to receive a reprieve if a previous reprieve request was denied at the University of Oklahoma.

The request form is available in Academic Records. Students should contact their college concerning the process for requesting a reprieve.

ACADEMIC RENEWAL POLICY

The Academic Renewal Policy allows students who have had academic trouble in the past and who have been out of higher education for a number of years to recover without penalty and have a fresh start. Under Academic Renewal, all coursework taken prior to a date specified by the University of Oklahoma will be excluded from retention/graduation grade point average. All courses and grades will remain on the student's transcript and be calculated in the student's cumulative grade point average. Neither the content nor credit hours of renewed course work may be used to fulfill any degree or graduation requirements. If a student has received a renewal at another institution in Oklahoma, the student may request that there be no college review the renewal. The student's college may accept the renewal approved at the previous institution, or may deny the request. Whether accepted or denied, this review will constitute the student's request for renewal at the University of Oklahoma.

If the student has not received a renewal at another institution in Oklahoma, he/she may request an academic renewal if the following is met:

- The student must be currently enrolled as an undergraduate student on the Norman campus.
- At least five years must have elapsed between the period of time in which the grades being requested to be renewed were earned and the renewal request.
- Prior to requesting the renewal, the student must have earned at least a 2.00 grade point average with no grade lower than C in all regularly graded course work (minimum 12 semester credit hours), excluding activity and performance courses. This coursework may be completed at any accredited higher education institution.

The request form is available in Academic Records. Students should contact their college concerning the process for requesting an academic renewal.

Academic Appeals Boards

In each college of the University, there shall be established an Academic Appeals Board consisting of an equal number of students and faculty. Faculty members of the board will be chosen by the faculty of the college for a term determined by the faculty. Student members of the board will be appointed for a term of one year by the dean of the college upon recommendations from the Student President.

Each Academic Appeals Board will hear cases in which the issue to be resolved is that of prejudiced or capricious evaluation, or alleged inability to speak the English language to the extent necessary to adequately instruct students.

Except for those cases that arise in the College of Law, the following procedures shall apply. (For procedure in the College of Law, contact the Office of the Dean.)

1. A Board will hear a case only after a student has notified an instructor of a dispute over an academic evaluation and after the student has made an unsuccessful attempt to resolve differences with the instructor, if necessary in consultation with the departmental chair. In cases of end-of-term evaluations, a student must notify an instructor of a dispute over an academic evaluation and must attempt to resolve differences no later than February 15 for the previous fall semester or winter intersession; and no later than September 15 in cases of end-of-term evaluations for the previous spring semester, spring intersession, or summer session. In cases of an evaluation made known to a student during the term the student must notify an instructor of a dispute over academic evaluation and must attempt to resolve differences no later than 15 calendar days (excluding Saturdays, Sundays and University holidays from classes) after the results of the evaluation are made known to the student. If a student fails to notify an instructor or fails to attempt resolution within the appropriate time limit, the Board shall deny any request for a hearing on the claim unless, in the view of the Board, the student has been prevented from complying with the appropriate time limit (as for example, in the case of a student being called into military service).

2. The filing of a written request for a hearing on a claim before the appropriate Academic Appeals Board shall be within 10 calendar days (excluding Saturdays, Sundays, and University holidays from classes) following the day when the attempts at resolution in paragraph (1) above are completed. The Board shall deny any request for a hearing on a claim that does not meet this deadline unless, in the view of the Board, exceptional circumstances exist whereby the student is prevented from filing the claim. Furthermore, if in the judgment of the Board, the case is deemed to be without merit or has already been satisfactorily resolved in the department, the Board may refuse the student a hearing.

3. To avoid a jurisdictional impasse, the appeal shall be heard by the Appeals Board in the undergraduate college in which both the course and the instructor are located. Any thesis and dissertation appeals shall be heard by the Graduate College Appeals Board.

4. It shall be the primary function of a board to mediate or adjudicate disputes that have not been satisfactorily resolved on the department level.

5. Each Board shall be given the responsibility of establishing its own rules of procedure. Such rules as it establishes must be consistent with the full protection of the rights of all parties involved.

6. Meetings of a board may be closed to the public.

7. Decisions of the Board shall be communicated in writing to the Board's dean, the student's dean, the student, and the instructor. The Board's decisions shall be final and shall be implemented unless either the student or the instructor makes written appeal to the Executive Committee (or comparable body) of the degree-recommending college within 10 calendar days (excluding Saturdays, Sundays, or University holidays from classes) after being notified of the Board's decision. The decision of the Executive Committee (or comparable body) shall be final and shall be implemented unless either the student or the instructor makes written appeal to the faculty of the degree-recommending college within 10 calendar days (excluding Saturdays, Sundays, and University holidays from classes) after being notified of the Committee's decision. In the case of an appeal to the faculty of the degree-recommending college, the faculty's decision shall be final and shall be implemented. The faculty of a degree-recommending college, however, may delegate their authority to consider appeals under this policy to the Executive Committee (or equivalent body) of the degree-recommending college, in which case the decision of the Executive Committee shall be final and shall be implemented without appeal to the faculty.

8. Revisions to this policy shall be reviewed by the Faculty Senate and the Student Code Revision Committee.
Standards Of Scholarship

The following standards relating to retention of undergraduate students at the University of Oklahoma have been established. For continued enrollment in good standing, a student must maintain a retention grade point average based on total hours attempted as indicated as follows:

- 0 through 30 semester credit hours attempted — 1.70
- Greater than 30 semester credit hours attempted — 2.00

Students with 0 to 30 semester hours attempted and a retention grade point average of 1.70 to 1.99 will be placed on academic notice.

The retention grade point average is based on all work attempted, both transfer and OU, minus those courses repeated or reprieved in accordance with the academic forgiveness policy, as well as remedial courses, and PE activity courses. These standards are minimal. Each degree-recommending college may establish higher standards for retention.

ACADEMIC PROBATION AND SUSPENSION

Students not meeting retention standards will be placed on academic probation for one semester, at the end of which they must have met the minimum standard required to continue as a student in good standing. Probation for one semester, at the end of which they must have met the minimum standard required to continue as a student in good standing, a student must maintain a retention grade point average based on total hours attempted as indicated as follows:

- 0 through 30 semester credit hours attempted — 1.70
- Greater than 30 semester credit hours attempted — 2.00

Students with 0 to 30 semester hours attempted and a retention grade point average of 1.70 to 1.99 will be placed on academic notice.

The retention grade point average is based on all work attempted, both transfer and OU, minus those courses repeated or reprieved in accordance with the academic forgiveness policy, as well as remedial courses, and PE activity courses. These standards are minimal. Each degree-recommending college may establish higher standards for retention.

ACADEMIC PROBATION AND SUSPENSION

Students not meeting retention standards will be placed on academic probation for one semester, at the end of which they must have met the minimum standard required to continue as a student in good standing. However, a student enrolled on probation may be continued on probation provided he or she makes a 2.00 grade point average on that semester’s work. Students should check with their college dean’s office or with the Office of Academic Records for specific enrollment requirements while on academic probation. A student enrolled on probation, who fails to raise his or her cumulative retention grade point average to minimum requirements or make a 2.00 grade point average on work taken while enrolled on probation, excluding activity courses, will be suspended for poor scholarship. Credit completed after the end of the term, or credit earned at another institution, will be included in the student’s retention/graduation grade point average at the time the work is recorded in Academic Records. The student’s current academic status will be reviewed and/or updated at that time but previous postings of academic standing will remain unchanged. A student’s academic status will not be changed retroactively.

A student suspended from the University for academic reasons is not eligible for readmission until one full semester has elapsed following the date of suspension. Any student who has been suspended should contact the Admissions Office for further instructions.

Regulations concerning admission, readmission, probation, and suspension of undergraduate students at the University are administered by the Committee on Academic Regulations, of which the Associate Vice President for Enrollment and Student Financial Services is chairperson.

The regulations of various colleges, established by the faculty, are administered by the deans concerned:

a. After a student has been readmitted to the University following suspension, he or she must meet any specific conditions established by the dean of his or her college for retention in that college.

b. A student who fails to meet college requirements may be placed on probation in that college or denied enrollment in that college.

Transcripts

Current OU students can access semester grades and unofficial transcripts through the Student Services system.

OFFICIAL TRANSCRIPTS

Official transcripts are released by the Office of Academic Records upon the written request of the student, except that the University reserves the right to withhold an official transcript for any student with financial indebtedness to the University.

- Academic transcripts may be obtained from the Office of Academic Records during regular business hours.
- Current and former students may request a transcript by mail, by FAX or in person.
- Transcripts are furnished FREE if obtained by mail or in person.

Each request for an official transcript must include the student’s signature, in accordance with federal legislation. Because of confidentiality concerns, telephone and e-mail requests cannot be honored.

Transcripts of most recent semester records are available* after grades have been posted. *Official transcripts are not available the first 3-5 working days after each semester grades are recorded (this time frame is subject to change depending on the volume of requests). Most grades are posted to official transcripts approximately 10 days after the last day of final examinations. Degrees will be posted approximately 4-5 weeks after the end of the term in which they are conferred.

You may also view complete information about OU transcripts at http://admissions.ou.edu/transcripts.html.

Student Academic Records

PROCEDURES FOR THE RELEASE OF INFORMATION ABOUT STUDENTS

Information about students and former students gathered by the University of Oklahoma is of two types: (1) directory, and (2) confidential. Any office gathering such information, and/or having custody of it, shall release it only in accordance with this policy.

When a student enters a university and furnishes data required for academic and personal records, there is an implicit and justifiable assumption of trust placed in the university as custodian of such information. This relationship continues with regard to any data subsequently generated during the student’s enrollment.

While the University fully acknowledges the student’s rights of privacy concerning this information, it also recognizes that certain information is part of the public record and may be released for legitimate purposes.

With these considerations in mind, the University of Oklahoma adopts the following policy concerning the release of information contained in student records:

1. Directory Information: This is information that routinely appears in student directories and alumni publications and may be freely released. Upon written request by the student, this information will be treated as confidential and released only with the student’s written consent. Forms for withholding student “Directory Information” are available in the Office of Admissions and Records on each campus.
   a. Name, current and permanent home addresses, telephone number, and e-mail addresses.
   b. College, major and classification.
   c. Current enrollment status.
   d. Dates of attendance.
   e. Degrees and dates of graduation.
   f. University honors.
   g. Verification of student’s participation in recognized student activities.
   h. Posting of individual student’s grades and interim class evaluations by code number.
   i. Anticipated date of graduation based on completed hours.
   j. Weight and height of athletic team members.
   k. Photograph.

2. Confidential Information: This is all other information contained in the student’s educational record and can be released only upon the written consent of the student, with the following exceptions as defined in the Family Educational Rights and Privacy Act of 1974, as amended, which waive prior student consent:
   a. Other school officials within the educational institution who have legitimate educational interests. Other school officials are defined as:
      • a person employed by the University in an administrative, supervisory, academic or research, or support staff position, including health and medical staff;
      • a person appointed to the Board of Regents;
      • a person employed by or under contract to the University to perform a special task, such as the attorney or auditor;
      • a person who is employed by the University Law Enforcement Unit; or
Students should submit to the records custodian or an appropriate University staff person a written request which identifies as precisely as possible the record or records he or she wishes to inspect.

The records custodian or appropriate University staff person will make the needed arrangements for access as promptly as possible and notify the student of the time and place where the records may be inspected. Access must be given in 45 days or less from the date of receipt of the request.

When a record contains information about more than one student, the student may inspect and review only the records that relate to him or her.

LIMITATIONS ON RIGHT OF ACCESS

The University reserves the right to refuse to permit a student to inspect the following records:

1. The financial statement of the student's parents.
2. Letters and statements of recommendation for which the student has waived his or her rights of access, or which were maintained before January 1, 1975.
3. Records related to an application to attend the University of Oklahoma or a component unit of the University if that application was denied.
4. Those records which are excluded from the FERPA definition of education records.

REFUSAL TO PROVIDE COPIES

The University of Oklahoma reserves the right to deny students copies of their educational records, including transcripts, not required to be made available by the FERPA in the following situations:

1. The student has an unpaid financial obligation to the University.
2. There is an unresolved disciplinary action against the student.
3. The education record requested is an exam or set of standardized test questions.

FEES FOR COPIES OF RECORDS

Fees for transcripts and other copying charges vary between campuses of the University. Please contact your campus about the specific fees applicable to your request. On the Norman campus, transcripts are furnished free if obtained by mail or in person.

RECORD OF REQUESTS FOR DISCLOSURE

The University maintains a record of all requests for and/or disclosure of information from a student's education record. The record indicates the name of the party making the request, any additional party to whom it may be disclosed, and the legitimate interest the party had in requesting or obtaining the information. The eligible student may review the record. Students may sign a release authorizing another party to have access to his or her educational record. The appropriate record custodian will maintain these signed releases for a period of time specified by the campus or office maintaining the information.

CORRECTION OF EDUCATION RECORDS

Students have the right to have records corrected that they believe are inaccurate, misleading, or in violation of their privacy rights. Following are the procedures for the correction of records:

1. A student must ask the appropriate official of the University of Oklahoma to amend a record. (Refer to the section within this policy that defines the type of records along with the location and name of the custodian.) In so doing, the student should identify the part of the record to be amended and specify why the student believes it is inaccurate, misleading, or in violation of his or her privacy rights.

2. The University may comply with the request or it may decide not to comply. If it decides not to comply, the University will notify the student of the decision and advise the student of his or her right to a hearing to challenge the information believed to be inaccurate, misleading, or in violation of the student's privacy rights.

3. Upon request, the University will arrange for a hearing and notify the student, reasonably in advance of the date, place and time of the hearing.

PROCEDURES TO INSPECT EDUCATION RECORDS

Students may inspect and review their education records upon request to the appropriate records custodian or appropriate University staff person. Refer to the section within this policy that defines the type of records along with the location and name of the custodian.

• a student serving on an official committee such as a disciplinary or grievance committee, or who is assisting another school official in performing their tasks.

A school official has a legitimate educational interest if the official is:

• performing a task related to the student’s education;

• performing a task related to the discipline of a student;

• providing a service or benefit relating to the student or student’s family such as health care, counseling, job placement, or financial aid; or

• maintaining the safety and security of the campus.

b. Officials of schools to which the student seeks to transfer.

c. The Comptroller General of the United States, the HEW Secretary, the administrative head of an educational agency, or State educational authorities.

d. In connection with a student’s application for, or receipt of, financial aid.

e. State and local officials or authorities to which such information is specifically required to be reported under State statute adopted prior to November 17, 1974.

f. Organizations or educational agencies conducting legitimate research, provided no personally identifiable information about the student is made public.

g. Accrediting organizations.

h. Parents of a dependent student upon proof of dependency as defined by the Internal Revenue Code of 1954. (Parents of international students are excluded.)

i. To comply with a judicial order or lawfully issued subpoena; provided that the educational agency or institution makes a reasonable effort to notify the student of the order or subpoena in advance of compliance.

j. In connection with an emergency when such information is necessary to protect the health or safety of the student or other persons.

k. The result of any disciplinary proceeding conducted by the University against an alleged perpetrator of a crime of violence to the alleged victim of that crime. Confidential information shall only be transferred to a third party, however, on the condition that such party will not permit any other party to have access to the information without the written consent of the student.

Original credentials with which a student applies for admission or readmission to the University of Oklahoma become the property of the University, are assembled in a permanent student folder, and are not released to anyone. The file contents are made available only to those persons properly authorized to receive confidential information and only in consultation with a professional staff member in the Office of Admissions and Records.

Although the permanent academic record is a cumulative record compiled by the student, the Associate Vice President for Enrollment and Student Financial Services is the officer of the institution charged with the responsibility of its accuracy and safekeeping. Accordingly, the student folder and the permanent cumulative academic record are not available to anyone for removal from the Associate Vice President’s assigned depository.

While the release of an official transcript is limited to the student, or any party to whom he/she has assigned permission to request it, the student may place a hold on the release of his/her own transcript to anyone without his/her specific permission by filing a request in writing with the Office of Academic Records, 1000 Asp Avenue room 330, Norman, OK 73019-4076.

More information concerning this policy may be obtained by contacting the Office of Admissions and Records.
4. The hearing will be conducted by a hearing officer who is a disinterested party; however, the hearing officer may be an official of the institution. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student’s education records. One or more individuals may assist the student, including an attorney retained at his or her expense. The University may be represented by University Legal Counsel.

5. The University will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision.

6. If the University decides that the information in the student’s record is inaccurate, misleading, or in violation of the student’s right of privacy, it will amend the record and notify the student, in writing, that the record has been amended.

7. If the University decides that the challenged information is not inaccurate, misleading, or in violation of the student’s right of privacy, it will notify the student that he or she has a right to place in the record a statement commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision.

The statement from the student will be maintained as a part of the student’s education records as long as the contested portion is maintained. If the University discloses the contested portion of the record, it must also disclose the student’s statement.

PARENTAL ACCESS TO STUDENT ACADEMIC RECORDS

Parents of a dependent student may have access to grades and other confidential academic information under guidelines provided in the Family Educational Rights and Privacy Act of 1974. Access to this information is limited to parents who claim the student as an exemption on their federal tax return.

Requests for specific grade or other academic information can be addressed to the appropriate office maintaining that information. Please refer to the list of types of information and location for additional assistance. Each request must include a copy of the top portion of the parents’ most recent tax return showing the student’s name and social security number listed as a dependent. Academic information can also be obtained by providing the appropriate office with written consent of the student.

Graduation

Although the formal Commencement ceremony is held only at the conclusion of the spring semester, degrees are posted and awarded at the end of each fall and spring semester and summer session. The degree and date of the diploma are entered on the student’s permanent academic record. The date of graduation for each term is the last day of examinations in the fall, the date of commencement in the spring and the last day of classes in the summer. All diplomas are mailed to students approximately 10-12 weeks following the official graduation date.

For a student to graduate, all work required for the degree must be completed satisfactorily by the last day of finals of the semester or term. It is the student’s responsibility to make sure all degree requirements have been met.

Students should check with the Office of Academic Records or their college office regarding the date all work must be submitted to the Office of Admissions and Records including incomplete grade (I) makeup reports, transfer work, correspondence grades, and any other information required to complete their requirements for graduation.

Should a student complete all academic requirements for graduation and apply for the degree at a time other than the end of a semester or summer session, the Office of Academic Records, upon request, will issue a certified statement that he or she is eligible for the degree as of the date when the requirements for the degree were completed.

A student may elect to be graduated under the requirements for an undergraduate degree in effect at the time of his or her first enrollment in the state system provided that he or she completes the work for the degree within a maximum time limit, determined by the college, of not less than six nor more than ten years. If the work for a degree covers a period longer than that specified by the college, the college, in consultation with the student, will determine the catalog or bulletin to be in effect for that student’s graduation.

A student whose initial enrollment in the state system is during the summer session will be subject to the degree requirements in effect for the academic year following that summer.

Credit in the student’s major field or area of concentration which is more than 10 years old may not be applied toward a bachelor’s degree unless it is validated by the major department, or by the departments in the student’s area of concentration. (The term “area of concentration” is included in addition to “major field” to allow for those cases in which the equivalent of a major may be earned by a combination of work in several departments.)

The following general requirements must have been met in order to be eligible for an undergraduate or first professional degree from the University of Oklahoma:

1. Each student must satisfactorily complete the requirements for graduation prescribed by the faculty of the college recommending the degree.

2. A student must take a minimum of 30 semester credit hours at the University of Oklahoma, exclusive of correspondence and extension courses. At least 15 of the final 30 hours applied toward the bachelor’s degree must be satisfactorily completed in residence at the University. However, colleges may have higher standards and it is the student’s responsibility to be informed concerning the specific requirements for graduation from the degree program in which he or she is enrolled. Hours completed in residence means college-level courses taken for academic credit from any division of the University of Oklahoma, including the Norman Campus, the Health Sciences Center, OU-Tulsa, and the College of Continuing Education, with the exception of correspondence courses. Grades and hours earned at any of these divisions are included in the OU retention/graduation grade point average for purposes of determining completion of degree requirements.

3. Students recommended for the bachelor’s degree must achieve a combined retention/graduation grade point average of at least 2.00 in all coursework attempted, including both work undertaken at the University and transfer courses, excluding any courses repeated or refused as detailed in the State Regents’ Grading Policy and excluding physical education activity courses. However, colleges may require a grade point average higher than 2.00 for graduation, and it is the student’s responsibility to be informed concerning the specific requirements for graduation from the degree program in which he or she is enrolled.
4. The Oklahoma State Regents for Higher Education require that all students graduating from institutions in the Oklahoma State System of Higher Education, before they are awarded a baccalaureate degree of any type, must have completed at least six semester hours of college credit in American history and government.

5. Responsibility for meeting graduation requirements lies with the student.

6. A student who is a candidate for a degree at the close of any semester or summer session must file an official Application for Graduation and pay all tuition and fee charges before the degree will be conferred and a diploma issued. For students who have not paid all of the tuition and fees by the end of the term, the degree will not be posted to their academic record and a diploma will not be issued until their tuition and fees are paid. Once these are paid in full, the degree will be posted and the diploma issued and dated with the term in which the student completed degree requirements. Those finishing in the fall should file a graduation application by November 1; those finishing in the spring, by March 1; and those in the summer, by July 1.

7. Students are encouraged to participate in Commencement and convocation ceremonies and should purchase their official University of Oklahoma caps and gowns from the campus bookstore. The Graduation Office also will coordinate Commencement Countdown in the fall and spring, a one-stop event where students can purchase caps and gowns, graduation announcements, the OU Ring and take senior photos. The University of Oklahoma prints a Commencement program each spring to be distributed at the May Commencement exercises. Student who do not wish to have their names published in the program must mark the appropriate box on the graduation application for their name to be withheld. For more details about Commencement and convocation ceremonies, go to http://www.ou.edu/commencement/.

8. A student may receive a second bachelor’s degree either from the college from which he or she received a first degree or from another college in the University. In order to receive a second degree, however, a student must spend at least two semesters in residence and complete at least 30 additional hours in the college. These 30 hours must be in addition to the total number of hours completed by the student for the first degree. Two degrees may be conferred at the same Commencement, provided permission is granted by the faculty recommending each degree, and provided the student files the additional Application for Graduation.

9. Degrees achieved with honors, pursuant to University and/or State legislation, shall be recognized by diplomas attesting the character of such honors and their relative degree. Students graduating cum laude must be admitted to and satisfy the requirements of the Honors College. Should a student qualify for graduation with both college distinction and University honors, the student shall be graduated cum laude.

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**Recruitment Services**

Craig Hayes, Executive Director

550 Parrington Oval, Room L-1
Norman, OK 73019-3032

Phone: (405) 325-2151 or 1-800-234-6868
Fax: (405) 325-7478
E-mail: ou-pss@ou.edu
Internet: www.go2.ou.edu

**PROSPECTIVE STUDENT SERVICES**

Prospective Student Services
550 Parrington Oval, Room L-1
Norman, OK 73019-3032
(405) 325-2151 or 1-800-234-6868
Fax (405) 325-7478
E-mail: ou-pss@ou.edu
www.go2.ou.edu

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**In Tulsa:**

4502 E. 41st St.
Tulsa, OK 74135
(918) 660-3800
ou-pss-tulsa@ou.edu

**In North Texas:**

P.O. Box 38321
Dallas, TX 75238
1-888-298-0890
ou-pss-texas@ou.edu

**In South Texas:**

13280 NW Freeway, Suite F-356
Houston, TX 77040
(281) 437-2917
ou-pss-houston@ou.edu

Prospective Student Services is the visitation/information headquarters for OU. Staff members in this area assist prospective undergraduate students, both freshmen and transfers, with the admission process. Information is provided on admission requirements, financial aid, scholarship opportunities, housing and student life. Prospective Student Services also provides daily tours of the campus to prospective students and their parents, and other University guests.

Prospective Student Services—Tulsa coordinates similar services for high schools and two-year colleges in Tulsa and northeastern Oklahoma communities. There are also representatives in the Dallas/Ft. Worth and Houston areas.

Prospective Student Services is a service-oriented, primary contact for first-time entering students. Inquiries concerning undergraduate admission, including requests for applications and informational brochures, should be directed to the Norman, Tulsa, or Texas offices.

**DIVERSITY ENRICHMENT PROGRAMS**

Diversity Enrichment Programs
550 Parrington Oval, Room 201
Norman, OK 73019-3032
(405) 325-3742 or 1-800-234-6868
Fax (405) 325-7478
E-mail: dep@ou.edu
www.go2.ou.edu/dep

Prospective multicultural undergraduate students, including transfers, are recruited and assisted in the admission process by Diversity Enrichment Programs. In addition to providing information on admission requirements, financial aid, scholarship opportunities and housing, Diversity Enrichment Programs works closely with OU’s Center for Student Life to provide details on special programming for multicultural students.

**NATIONAL SCHOLARS PROGRAMS**

National Scholars Programs
550 Parrington Oval, Room 104
Norman, OK 73019-3034
(405) 325-1290 or toll-free 1-877-506-7353
E-mail: natlscholars@ou.edu
www.nationalmerit.ou.edu

OU is committed to the recruitment and retention of National Scholars from across the country. National Merit Finalists qualify for an exceptional scholarship package. Students in the program receive highly personalized attention in addition to early enrollment and specialized academic advising privileges.
<table>
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<td>OU-Norman</td>
<td>Office of Admissions, 1000 Asp Ave., Room 127, Norman, OK 73019</td>
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<td>University of Oklahoma Tulsa Office, 700 N. Greenwood, Tulsa, OK 74106-0700</td>
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<td>OU in Tulsa</td>
<td>Contact University of Oklahoma Tulsa Office (918) 594-8370</td>
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<td>Office of the Bursar, SCB 118, 1100 N. Lindsey, Oklahoma City, OK 73104</td>
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<td>OU in Tulsa</td>
<td>Student Services Office, Schusterman Center, 4502 E. 41st St., Tulsa, OK 74135</td>
<td>Graduate Dean, University of Oklahoma Tulsa Office</td>
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<td>OU in Tulsa</td>
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Student Affairs

Table of Contents
Vice President’s Office ........................................53
Career Services ........................................53
Center for Leadership Development ..................53
Student Life ................................................53
Counseling and Testing Services ......................54
Disability and Judicial Services ......................54
Henderson Scholars Program ..........................54
Housing and Food Services ..............................54
HSC Student Affairs ..................................55
Oklahoma Memorial Union .........................55
OU Health Services ..................................55
Recreational Services ..................................56
Student Media ............................................56

Students at the University of Oklahoma enjoy
countless opportunities for growth, both in and
out of the classroom. An OU education includes
academic challenges and a base of support for
scholastic success, and extends to the building of
leadership skills and a sense of commitment to the
community within the larger society.

From help with the development of study skills to the recognition of
outstanding academic achievement — from student government and
campus activities to the host of special programs available — the OU
experience encourages each individual to reach his or her personal and
educational goals.

The opportunities for learning and personal growth at OU are enhanced by
the diversity of the campus community. OU has students from every
Oklahoma county, from rural and metropolitan communities, all 50 states,
and over 100 foreign countries. The University promotes a supportive
atmosphere for women, ethnic minorities, international students,
commuters, transfer students, working adults, students with disabilities and
veterans, through a variety of services and organizations. Cultural programs
for these and other unique segments of the campus enrich the
environment of the entire University community.

Vice President’s Office
Vice President for Student Affairs and Dean of Students
265 Oklahoma Memorial Union
(405) 325-3161  www.dsa.ou.edu
The mission of Students Affairs is to recruit students reflecting the rich
diversity of the state and global programs and to provide those students,
once enrolled, with co-curricular programs, activities and services that:
• Strengthen the educational environment for learning.
• Facilitate full development of student talents and abilities.
• Support and encourage students in the achievement of their
educational and career goals and objectives.
• Enhance the sense of community and the overall quality of campus life.
• Assist students in making the transition from academic life to the
  work force.

The Division of Student Affairs recognizes the increasingly diverse nature of the
student population. With that in mind, many programs, activities and
services are designed to meet the special needs of ethnic minorities, women,
veterans, persons with disabilities, transfer students and other distinct groups.

Events, activities and more than 400 student organizations cover a full range of
student interests. From small workshops to retreats, traditional campus-wide
events, residential living, judicial services, student government and more,

Career Services
Career Services
323 Oklahoma Memorial Union
(405) 325-1974  www.ou.edu/career
Career Services assists students and alumni of the University in
the areas of career exploration, career development and
Intern/co-op employment, as well as professional employment upon
graduation. To accomplish this, the
staff of Career Services:
• Coordinates an extensive
  on-campus interview program.
• Provides online resume books to
  enhance students’ visibility to employers.

Center for Leadership Development
Center for Leadership Development
253 Oklahoma Memorial Union
(405) 325-4020  www.leadership.ou.edu
The Center for Leadership Development:
• provides leadership learning opportunities available to all students
  via workshops, seminars and educational experiences,
• serves as a clearinghouse for leadership materials,
• provides consulting and facilitation services to student groups, and
• recognizes exemplary student accomplishments through the
  coordination of the campus awards program.

Student Life
Student Life
370 Oklahoma Memorial Union
(405) 325-3163 or (405) 325-6873  www.cflsou.edu
The Student Life office is dedicated to the development of programs and
services designed to help a diverse student body achieve their educational
goals, objectives and to enhance the overall quality of campus life. This
mission is accomplished through the delivery of services and activities
including the following:
• Academic Support
• Adults Returning to School
• African-American Student Life
• Alcohol Education
• McNair Scholars Program
• Multicultural Facilities
• New Sooner Orientation
• OU Cousins
• American Indian Student Life
• Asian-American Student Life
• Camp Crimson
• Campus Activities
• Fraternity & Sorority Student Life
• Latino Student Life
• Scholarship Opportunities
• Sooner Orientation Week
• Student Government
• Student Organization Services
• Transfer Student Services
• Women’s Outreach Center

CAMPUS ACTIVITIES

Student Life provides support for the more than 400 registered student organizations at the University of Oklahoma. Whether it be a culturally-rich campus powwow, OU Cousins, Asian Oklahoma Night, Latino Achievement and Heritage Celebration, Women’s Distinguished Lecture Series, Black History Month activities, or other campus-wide events like Homecoming and Sooner Scandals, student involvement plays a critical role in overall student success and satisfaction.

LEADERSHIP

Developing leaders is a major focus of Student Life. Leader-scholar programs are offered through Student Life including the Advantage Scholars, International Leadership Class, Transfer Leadership Class, Sooner Tradition Scholars, and McNair Scholars.

PEER SERVICES

Peer support services offered through Student Life demonstrate the department’s commitment to providing academic, social, and personal support. Student leaders deliver supplemental instruction, new student orientations, retention activities, and other projects which contribute to the overall quality of campus life.

Counseling and Testing Services

Counseling and Testing Services
620 Elm Ave.
201 Goddard Health Center
(405) 325-2911

Counseling and Testing Services offers a variety of services to help students, faculty and staff grow personally, understand themselves, and develop mutually satisfying relationships with friends and family. In addition to short-term counseling and limited psychiatric consultation, the professional staff offers assistance in exploring and assessing aptitudes, interests and abilities that are important to career planning. Many standardized admissions and assessment tests such as the ACT, SAT, GRE, TOEFL, MCAT, LSAT and others, are available through this office.

Disability and Judicial Services

Office of Disability and Judicial Services
620 Elm Ave.
166 Goddard Health Center
(405) 325-3852 (voice) or (405) 325-4173 (TTY)

Disability Services: www.ou.edu/ods
Judicial Services: www.ou.edu/judicial

The University of Oklahoma will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship or would result in a fundamental alteration in the nature of the service, program, or activity, or in undue financial or administrative burdens. The term “reasonable accommodation” is used in its general sense in this policy to apply to employees, students, and visitors. Accommodations may include, but are not limited to, academic, architectural and/or job modifications. Requests for accommodation should be addressed to the Office of Disability Services, 166 Goddard Health Center.

Individuals requesting reasonable accommodation must self-identify to the Office of Disability Services and provide appropriate diagnostic information that substantiates both the disability and the functional limitations of the disability. The Office of Disability Services will then assess the impact of the disability and coordinate services for appropriate reasonable accommodation. All diagnostic information is confidential. Individuals who have complaints alleging discrimination based upon a disability may file them with the University’s Office of Equal Opportunity in accordance with prevailing University discrimination grievance procedures.

Judicial Services is responsible for the day-to-day administration of the University discipline system and for all aspects of due process under the Academic Misconduct Code.

Henderson Scholars Program

Henderson Scholars Program
Couch E 130
(405) 325-0850, or (866) 390-0029
Fax (405) 325-5274 www.hsp.ou.edu

The goal of the Henderson Scholars Program is to identify and recruit up to 20 high school seniors annually; to introduce them to a stimulating intellectual community that encourages them to participate in community service; to mentor and to think critically and independently with their peers about a variety of issues at the University of Oklahoma and globally; to create and to operate programs that will introduce prospective scholars to the University community and to the advantages of being selected as a Henderson Scholar.

The programs endeavors to increase the Henderson Scholars Endowment through fundraising by developing partnerships with local individuals, alumni, community leaders, and friends of the university; and to increase the availability of scholarships to students who meet or exceed current scholarship criteria.

Housing and Food Services

Housing and Food Services
126 Walker Center
(405) 325-2511 www.housing.ou.edu

Housing and Food Services provides inviting, high-quality, and cost-effective housing, dining and catering services that enhance the educational experience of our students and meet the needs of the entire University community. Through academic and nutritional support, as well as cultural and community building programs, Housing and Food Services provides students an opportunity to develop life-long leadership, interpersonal and community skills in a safe, well-maintained, convenient, fun living and dining environment; and provides employees with a work environment built on professionalism, cooperation, and pride that will transfer to students.

Housing and Food Services administers, operates, and maintains the University’s residence halls, apartments, apartment-style options and food service facilities. Residence halls and apartments are designed to accommodate both single and married students and flexible meal options are provided to meet the needs of all students.

Housing assigns freshman students to the towers and quads taking into account a student’s preference for a roommate. For those meeting specific criteria, students may choose to reside at either OU Traditions Square or Kraettli, each of which is serviced by the Cleveland Area Rapid Transit (CART) system. Students at the Health Sciences Center may choose to live at the University Village apartments.

Full-time professional and part-time para-professional staff manage all housing facilities to ensure residents’ needs are addressed as well as to sponsor social, cultural, and educational programs and participation in community service activities. Student government is represented through the Housing Center Student Association.

The residence halls, OU Traditions Square, Kraettli apartments and the University Village provide opportunities for students to experience independence, development, and personal growth.

All inquiries regarding residence hall and apartment accommodations should be directed to Housing and Food Services, 1406 Asp Avenue, Room 126, Norman, OK 73019-6091; (405) 325-2511, or 1-888-416-9524; Fax (405) 325-7117; info@housing.ou.edu, or by visiting www.housing.ou.edu.

Housing and Food Services

Housing and Food Services
126 Walker Center
(405) 325-2511 www.housing.ou.edu

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Housing and Food Services
RESIDENCE HALLS

The residence halls are self-contained communities consisting of three, twelve story towers, the Quads, the Academic Arts Community, and the Sooner Housing Center. On-campus living offers access to special interest floors, including quiet-lifestyles and scholastic areas; a full-service post office; ATMs; two, 24-hour computer labs; broadband Internet access in each room; cultural and recreational programs; activities on the weekends; and a faculty-in-residence and their family in each residence hall.

Costs are dependent upon center chosen, single or double occupancy, upperclass or freshman, premium or unrenovated, and the type of meal plan selected. The residence hall contract is binding for a full academic year.

FOOD SERVICES

There are more than 15 on-campus eateries located across the campus. Flexible meal plans are available for students. OU’s food service is among the best in the nation, and Food Services takes pride in taking care of students’ nutritional needs. Dietary consulting is available to all students through Student Health Services.

RESIDENCE HALL STAFFING, PROGRAMS, AND SERVICES

In addition to the full-time professionals and para-professionals managing the residence halls, student employees known as resident advisers (RAs) are assigned to live among the students in the residential communities. RAs support building and community security, sponsor social, educational, and cultural programming; promote recreational, intramural, and community-service activities and opportunities; provide leadership and guidance; and serve as resource for campus information and events. Each resident adviser has been trained in a variety of areas such as counseling, emergency response, and mediatory intervention to maximize the benefits of residential living.

Additional social, educational, and cultural opportunities are offered through food services, including multi-cultural meals, holiday events, campus picnics, and student planned programs.

Academic support services available in the residence halls include:
- access to the campus computer network in each room;
- computer labs;
- text files;
- adopt-a-faculty.

FACULTY-IN-RESIDENCE

A distinguished member of the University faculty and his or her family resides in the residence halls among the students during the academic year. The faculty member is continuously employed, sponsors and hosts speakers, and dines with the students.

APARTMENTS

Housing oversees three University apartment units, as well as OU Traditions Square. Rent varies dependent upon whether the apartment is: unfurnished or furnished; one or two bedrooms; and all bills paid. Amenities differ among the apartments ranging from swimming pools to basketball and tennis courts, to volleyball courts and playground equipment. Each apartment unit is also served by the Cleveland Area Rapid Transit (CART) system. All Housing and Food Services operations are available to apartment residents. Contact University Housing and Food Services for more information on University apartments.

APARTMENT-STYLE LIVING

OU Traditions Square introduced the University community to post-freshman, apartment-style living at the grand opening of OU Traditions Square East in August, 2005. OU Traditions Square East consists of 576 beds, where students have access to full kitchens, in-unit washer and dryer, and a full array of amenities, including wireless and Ethernet Internet connectivity, DVD and television in each unit, local phone, and all-bills paid. Residents of Traditions also enjoy a resort-style pool, a putting green, sand volleyball, a clubhouse with a fitness area, study area and computer lab, as well as controlled access parking. As an extension of the residence life experience, regular community building programs take place throughout the year, as well as programs by the OU Traditions Square and Kraettli Faculty-in-Residence. OU Traditions Square-West is scheduled to open in August, 2006.

HOUSING REQUIREMENTS AND POLICIES

All single freshmen students who are not 20 years of age, who do not have at least 24 hours of college from accredited institution (advance placement, CLEP hours, or hours earned through concurrent high school enrollment, do not apply to this 24-hour requirement), or those who have not lived in university residence halls for at least two semesters must live in a University residence hall for the two semesters. Exception to this policy is by special permission only, granted in writing by the University Vice President for Student Affairs and Dean of Students or his/her delegate(s). Application for special permission must be made to the Housing and Food Services Office, 126 Walker Center, prior to the beginning of each semester. Special permissions are granted for a period of one semester only and are subject to review prior to renewal.

HSC Student Affairs

HSC Student Affairs
1106 North Stonewall, Suite 300
Oklahoma City, OK 73117-1200
(405) 271-2416  www.student-affairs.ouhsc.edu

HSC Student Affairs is dedicated to the support and enhancement of the academic mission of the university. The office provides programming and services to both current and prospective students. Programming is structured to complement the students' academic experience, celebrate the rich diversity of campus, provide opportunities to develop leadership skills, participate in community service, and offer an entertaining and safe social atmosphere. Services are offered to ensure the physical, emotional, and mental health of all students and provide guidance toward a career as a health care professional. For a campus tour, assistance with writing assignments, counseling services, and campus life information, please contact HSC Student Affairs. In addition, HSC Student Affairs coordinates multicultural student programming, prospective student services, recreational services, advises multiple student organizations, and oversees the registration of all campus organizations.

David L. Boren Student Union
1106 North Stonewall, Info-Desk
Oklahoma City, OK 73117-1200
(405) 271-3606  www.student-affairs.ouhsc.edu/union

The David L. Boren Student Union is home to HSC Student Affairs, Financial Aid, a branch office of the Bursar and Admissions and Records, the HSC Student Association, and the IT Service Desk. The Student Union also offers banking services via Stillwater National Bank including an ATM, a Food Court, Beakers Café, a fully equipped fitness center, game rooms, a sand volleyball court and basketball court. Multipurpose rooms, including the Boren Student Lounge, offer students a quiet and relaxing place to study or chat with friends. While the HSC Student Union facility is devoted to the HSC community, the surrounding community utilizes the facility for meetings, retreats, parties, and receptions. HSC Students are granted 24-hour access with a valid HSC Student ID.

Oklahoma Memorial Union

Oklahoma Memorial Union
428 Oklahoma Memorial Union
(405) 325-2121  www.union.ou.edu

The Oklahoma Memorial Union is a place for students to study, relax, meet and eat. The Union has several comfortable lounges, a game room, and a dance floor. The food court houses seven restaurants, one of which is open 24 hours a day. In addition, there is also a student art gallery, a travel agency, United States post office, a copy shop, and a branch of the...
Recreational Services provides fitness and educational activities to complement students’ academic pursuits. Students may choose from over 30 intramural sports each year as well as utilize the climbing wall, cardio room, volleyball courts, badminton courts, racquetball courts, squash court, basketball courts, 1/6-mile indoor track, and any of the three strength training areas. A variety of fitness classes take place each week at the “Huff” from yoga to kickboxing.

Student Media coordinates a variety of media products, activities and services that strengthen the educational experience for students interested in journalism and related fields. The department also works to enhance the sense of community and overall quality of campus life for the diverse student body at OU by providing unrestricted forums for the exchange of ideas. With this in mind, this self-supporting department in the division of Student Affairs work with approximately 150 students each year to produce multiple other publications, including Crimson Traditions, a yearbook for OU freshmen; the OU Visitor Guide, in conjunction with the Visitor Center; the annual Sower magazine, for new-to-OU students and parents; and numerous special sections in The Oklahoma Daily.

ADVERTISING

Like most newspapers, The Oklahoma Daily stays in business by accepting advertising. Classified ads run in every regular issue of the newspaper and are placed through the Student Media business office. Display advertising is coordinated through student advertising account executives, who regularly meet with business and campus representatives to plan marketing strategies. Student organizations and university departments qualify for special discount rates on advertising; design services and media planning are included. The Daily ad staff also manages ads for many of Student Media’s special publications; yearbook and online advertising is handled through national resources.

STAFF

Student staff positions are available in a variety of areas and many are paid. Hours and responsibilities vary. Interested students may contact Student Media or check online at www.studentmedia.ou.edu. Primary hiring times are April, for summer and fall positions, and November for spring openings.
University College

100 Carnegie Building
Norman, OK 73019-0385

Phone: (405) 325-3521
FAX: (405) 325-7383

Internet: http://uc.ou.edu

Administrative Officers of the College
Doug Gaffin, Ph.D., Dean
Myrna Carney, Ph.D., Assistant Dean
Alice Lanning, Ph.D., Director of Freshman Programs
Lisa Portwood, Ph.D., Director, Center for Student Advancement
Diane Mayes, M.A., Director of Academic Advising
Tamara Pratt, M.A., Director, Assessment and Learning Center

Mission of the College
Founded in 1942, University College was one of the first academic units in the United States to focus on meeting the special needs of new students. University College is the entry point for all new undergraduate students who come to the University of Oklahoma directly from high school, as well as many transfer students. It is also the academic home of all pre-health professions majors and many students who have not yet decided on an academic major.

The primary mission of University College is to assist new students in making a successful transition to the university and building a solid foundation for further academic success. The staff of the college provides academic advising, assessment, career counseling, orientation, and other services designed to familiarize students with the university and its programs and to foster academic success. The services of the college are available to all students of the university, and the staff of the college provides information and assistance to all who seek it.

Academic Advising
Diane Mayes, Director
Sandra Brown, Senior Academic Counselor
Connie Divine, Senior Academic Counselor
Tim Jones, Senior Academic Counselor
Kozetta Lucas, Academic Counselor
William Miller, Academic Counselor
Brian Nossaman, Senior Academic Counselor
Bryan Ray, Academic Counselor
Janel Russell-Pendergraft, Senior Academic Counselor

Academic advising is the primary function of University College. Professional academic counselors are available throughout the year to help students decide on majors, select appropriate courses, and become acquainted with university policies and resources. Our goal is to provide students with the support they need to succeed at the University of Oklahoma.

While enrolled in University College, students will typically take courses common to all degree programs at the university. These include two courses in English composition, three hours in American history, and three hours in United States government (political science). Students will also enroll in courses required for general education, courses required for the major, or courses designed to explore various fields of interest. Students may also take courses to supplement their high school background or to help them be successful in college.

Students whose American College Test (ACT) scores indicate high aptitude for college work have many opportunities to tailor their programs to their particular abilities. If they have taken high school courses that are equivalent to college work, they may be encouraged to omit certain freshman courses and move into more advanced courses. If they need college credit for the courses omitted, they may take advanced standing examinations to earn that credit. Students should take such action only after discussion of their individual needs and objectives with an academic counselor. Qualified students are also encouraged to apply to the Honors College.

Admission to a Degree-Recommended College
A student may be admitted to one of the degree-recommending colleges on the Norman campus if he or she has declared a major, completed 24 or more credit hours of college-level work, and achieved a combined retention grade point average required for graduation from that college.

Admission to the degree-recommending colleges at the OU Health Sciences Center requires a separate application process and is governed by requirements unique to each college or program.

Career Development Services and Advising for Undecided Students
Many students in University College have not yet chosen an academic major, and at least half of the students who have declared a major will change their minds during their first year. University College offers students the unique opportunity to take a semester or more to explore different career options and academic majors. Rather than being forced to make a premature decision, students are encouraged to evaluate options by enrolling in exploratory classes, participating in inventories designed to assess abilities and interests, and interacting with academic counselors who are experienced in working with undecided students.
eDISCOVER and OKCIS are web-based systems designed to aid students with the process of making a decision about a career and are available to all OU students through University College and the Assessment and Learning Center. These programs allow students to explore careers and the relationship between choosing a career and choosing an academic major. Both web-based programs are accessible 24 hours a day, every day, online. The college’s academic counselors can meet with students and, using results from career assessments and their familiarity with all OU majors, help students narrow their focus about careers and majors. Additional help with career development is available to students from the career information library housed in the Assessment and Learning Center.

Pre-Health Professions Advising

University College advises students seeking to enter professional health fields such as communication sciences and disorders, dental hygiene, nursing, nutritional sciences, occupational therapy, pharmacy, physical therapy, physician’s associate, and the radiologic technologies. The assistance of an academic counselor is especially important to the pre-health profession student who wants to complete his/her admission requirements while maintaining a competitive grade point average for admission to the University of Oklahoma Health Sciences Center.

CARE Program

The Counseling and Assistance for Retention Effectiveness (CARE) program is an intensive advising program for students with potential academic problems. The program is designed to help students learn about and take advantage of the academic support systems available at OU. Students are identified based on various factors that predict success in college, including high school grades, ACT scores, poor class attendance and midterm grade reports. Each CARE student formulates a contract with his/her assigned academic counselor.

Making the Transition to College: Two Courses for Freshmen

The transition from high school to college is always challenging and sometimes difficult. Freshman students must adjust to new intellectual requirements while maintaining a competitive grade point average for admission to the University of Oklahoma Health Sciences Center.

Pre-Health Professions Advising

President’s Distinguished Faculty Mentoring Program

In the President’s Distinguished Faculty Mentoring Program, students and experienced faculty mentors are matched to help create nurturing and personal relationships, thus easing the transition from high school to college. This program provides the opportunity for a student to build a connection with faculty and gain valuable life experience. It is a chance to become acquainted with someone who is personally interested in the student’s success, and who can guide a student through the complexities of university life. The minimum expectation of the mentoring program is that the student will meet with the mentor twice during the fall semester, once in a group setting, then individually. To participate, a student will enroll in UNIV 1210. This is a zero-credit course, which costs nothing. A student who participates throughout the semester will receive an “S” (satisfactory).

PACE Awards

Each spring University College recognizes freshman students in the top 1% of their entering class based on Participation in campus activities and events, Academic achievement (3.25 minimum fall OU GPA), Community Service during the fall term, and Excellence in Leadership. Eligible freshmen may be nominated by a faculty or staff member, or students may self-nominate. PACE awards are presented at a special University College ceremony during Parent’s Weekend in April. PACE winners are also recognized at the all-campus awards event that same weekend.

Alpha Lambda Delta, National Freshman Honor Society

The national freshman honor society, Alpha Lambda Delta, is sponsored by University College. Students must have completed a minimum of 12 letter-graded semester hours during the fall term with no less than a 3.5 OU GPA and no grades of I, N, D, F, or U. A one-time payment of national and local dues provides lifetime membership and opportunities for both national and local scholarships. Letters of invitation to qualified freshmen are mailed in February and Alpha Lambda Delta initiation is held during Parent’s Weekend in April. Parents are invited to attend the ceremony.

Strategies for Success Course

Strategies for Success is a course designed for students who are on probation. UCOL 2002 is a letter-graded two-hour credit course which consists of a lecture one hour per week and a discussion one hour per week. It helps students learn to identify obstacles that may have hindered them in the past and outlines methods to overcome these obstacles. The course focuses on study habits, time- and self-management, emotional intelligence, having a positive attitude, and many other habits that successful students use in school, work, and life.

Center for Student Advancement

The Center for Student Advancement (CSA) is committed to enhancing the educational experience of students at the University of Oklahoma by providing programs and services that promote retention and academic success. CSA strives to help OU students navigate the process of changing majors/colleges after experiencing academic challenges, works with students to help them to develop an action plan to accomplish their educational goals and complete their degrees.

Summer Advance Enrollment/Orientation Program

Beginning in mid-May and continuing for most of the summer, University College provides an enrollment and orientation program for new OU students. Students and their parents spend a day on campus in small groups, accompanied by university guides who are current OU students. Activities include learning about OU, taking assessment tests to ensure proper placement in classes, meeting with an academic counselor to discuss majors and select courses, sessions specifically for parents, visiting other campus services and resources, and enrolling in fall classes. Students leave the campus feeling comfortable about OU, with a schedule in hand, and a sense of what they can look forward to in the fall.
Entry-Level Assessment

The Assessment and Learning Center provides assessment and course placement services for new and transfer students to give them the best possible chance of success in attaining their academic goals.

All new students at the University of Oklahoma will be assessed in three areas: reading, English and mathematics. The American College Test (ACT) or the Scholastic Aptitude Test (SAT) will be used as the preliminary screening instrument. Students scoring at certain levels may be placed in developmental coursework or further evaluated with a computerized placement examination and/or a writing sample. These tests are used to provide academic counselors with information on students’ current skill levels. If the test results indicate a need for improvement in any of these areas, an academic counselor can help students select courses designed to develop or enhance skills.

Student Success Series

Free, non-credit seminars are offered by the Assessment and Learning Center to help students learn college survival skills. Topic areas ranging from time management to career decision-making are covered each semester to help students successfully make the transition from high school to university life.

University College Enrollment Policies

ALL-UNIVERSITY WRITING REQUIREMENT

All University of Oklahoma students must complete a university writing requirement, consisting of six hours of English Composition and/or Expository Writing (ENGL 1113 and 1213 or EXPO 1213). Any student who has not fulfilled the requirement is encouraged to enroll in English and/or Expository Writing.

PASS/NO PASS OPTION

Freshman students in University College may not enroll in courses on a P/NP basis. Students in University College who are above freshman standing may enroll in courses on a P/NP basis only if they have a declared major and the approval of that major department.

FORTY-FIVE HOUR RULE

Students who have attempted 45 or more semester hours, based on grades of A, B, C, D, F, I, P, NP, S and U, may enroll or continue to enroll in University College only with a 2.00 or higher grade point average in their last OU enrollment period or with a 2.00 or higher OU retention grade point average.

CORRESPONDENCE COURSES

Students suspended from University College are not eligible to take correspondence courses at the University of Oklahoma.

ACADEMIC PROBATION

University College students on academic probation must be advised by an academic counselor in University College before they may enroll for the next semester.

STUDENT RESPONSIBILITIES

All colleges and universities establish certain requirements that must be met in order to earn a degree. These include coursework in both general education areas and courses in a specific major, as well as compliance with academic standards and policies. Although academic counselors and departmental advisers are available to help students plan their programs of study, the individual student has a three-fold responsibility in this regard:

1. to know his/her academic standing relative to published standards;
2. to understand the published degree requirements; and
3. to know and observe academic calendar deadlines, as printed in the official Class Schedule.
College of Architecture

162 Gould Hall
Norman, OK 73019-6141

Internet: http://www.ou.edu/architecture/

Table of Contents
Administrative Officers ..................60
General Information ......................60
Admission ..................................61
Special Regulations .....................62
Division of Architecture ...............63
  Degrees Offered .......................63
  General Information ...................63
  Admission ..............................63
  Undergraduate Study ..................64
  Graduate Study .......................64
Division of Construction Science ....66
  Degrees Offered .......................66
  General Information ...................66
  Undergraduate Study ..................66
  Graduate Study .......................67
Program in Environmental Design ......67
Division of Interior Design ............68
  General Information ...................68
  Undergraduate Study ..................69
Division of Landscape Architecture ....69
Division of Regional and City Planning .71

Administrative Officers
Bob G. Fillpot, FAIA, M.D.S.,
  Dean
James R. Patterson, AIA, M. Arch., Associate Dean
Nick Harm, M.S., Director,
  Division of Architecture
Kenneth F. Robson, AIC, CPC,
  M.S., Director, Division of Construction Science
Abimbola Asojo, AIA, IDEC, M.S.,
  Director, Division of Interior Design
Thomas W. Schurch, Ph.D., ASLA, AICP, Director,
  Division of Landscape Architecture
Guoqiang Shen, Ph.D., Director, Division of Regional and City Planning
Kim Goodman, Assistant to the Dean
Vanessa Miller, B.A., Assistant to Directors
Toni Rice, B.S., Senior Academic Counselor
Suzanne Robinson, M.S., Senior Academic Counselor

General Information

The College of Architecture is a comprehensive, multi-disciplinary unit concerned with the planning, design and construction of the built environment. The college is comprised of the divisions of Architecture, Construction Science, Interior Design, Landscape Architecture, and Regional and City Planning. A graduate program in Architecture, focusing on Urban Design, is also offered by the OU College of Architecture at OU-Tulsa.

Students in the college develop the capacity for critical analysis of the context and constraints of physical design, formulate planning and design goals, and acquire specialized skills to attain these goals. Individual professional degree programs offered under the divisions within the college have complementary theory and practice components. The curricula are strengthened by deliberate sharing of courses and by the interaction of faculty and students across division boundaries. Students in the programs have the unique opportunity to work with others preparing to enter related professional fields, as well as exposure to practicing professionals in these fields.

DEGREES OFFERED

Undergraduate degrees offered by the College of Architecture are the Bachelor of Architecture, accredited by the National Architectural Accreditation Board (NAAB); Bachelor of Science in Construction Science, accredited by the American Council for Construction Education (ACCE); and the Bachelor of Interior Design, accredited by the Foundation for Interior Design Education and Research (FIDER). The college also offers a pre-professional Bachelor of Environmental Design degree. Graduate degrees offered jointly with the Graduate College are the NAAB-accredited Master of Architecture, the LAAB-accredited Master of Landscape Architecture, Master of Regional and City Planning, accredited by the Planning Accreditation Board (PAB), and the Master of Science in Construction Administration.

The college offers individualized programs also resulting in the Bachelor of Science in Environmental Design degree. Please refer to the section entitled Environmental Design for more details. A program within the College of Engineering permits undergraduate students to pursue a pre-architecture sequence for application to the Master of Architecture degree program.
Admission criteria and curricular information for all undergraduate and graduate degree programs in the College of Architecture are included in this catalog.

DISTINCTION AND SPECIAL DISTINCTION

Students who complete their undergraduate degree in the College of Architecture may be granted a degree of distinction if they have achieved the required grade point averages. The degree with Distinction will be conferred upon students who achieve at least a 3.50 retention grade point average in their OU and combined grade point averages. The degree with Special Distinction requires at least a 3.75 retention grade point average in the OU and combined grade point averages. The final semester's grades will be included in the grade point averages that determine the Distinction or Special Distinction degree.

HONORS DEGREES

All of the bachelor’s degree programs offered by the College of Architecture are available to qualified students as honors degree programs. Student may be graduated with honors (cum Laude, Magna cum Laude, Summa cum Laude) if they successfully complete all requirements of the Honors College in addition to their regular degree program requirements. Please refer to the Honors College section of this catalog for specific information concerning admission and completion of honors degrees.

RECOGNITION OF ACADEMIC ACHIEVEMENT

The College of Architecture’s Honor Roll is compiled at the close of each fall and spring semester. It includes students who have completed at least 12 grade point hours and have earned an average of 3.33 or higher for the semester.

Students enrolled part-time for both the fall and spring semesters of an academic year will be included on the spring semester honor roll, provided that a 3.33 or better is earned for each semester.

Scholarships and Awards

Contact the College office or refer to our home page (www.ou.edu/architecture/) for details about College scholarship opportunities. Application deadlines are in early spring, February 1.

Many scholarships and awards are provided by professional societies, the building industry, and patrons of architecture and the allied arts. The University of Oklahoma has many general financial aid programs which are listed on the Financial Aid web page (www.financialaid.ou.edu/) or found in the University's publication A Guide to Scholarships and Financial Aid. The Guide is available online or from the Office of Financial Aid Services, 1000 Asp Ave, Room 216, Norman, OK 73019-4078.

Honor Societies and Professional Organizations

Construction Students Association — An umbrella organization of construction student chapters of AGC, NAHB, and ABC.

Interior Design Student Association — An umbrella organization related to interior design professionals of ASID, NDA, IES, and DC.

The American Institute of Architecture Students — A student chapter affiliated with the national professional organization, open to all majors in architecture.

Student Association, Organization of Black Designers — A student chapter affiliated with the national professional organization, open to all majors.

Student Chapter, International Facility Management Association — A student chapter affiliated with the national professional organization, open to all majors.

Student Chapter, American Indian Council of Architectis and Engineers — A student chapter affiliated with the national professional organization, open to all majors.

Student Chapter, American Planning Association — A student chapter affiliated with the national professional organization.

Student Chapter, Associated General Contractors of America — A construction science student chapter affiliated with the national professional organization.

Student Chapter, National Association of Home Builders — A student chapter affiliated with the national professional organization.

Student Chapter, American Society of Interior Designers — A student chapter affiliated with the national professional organization, open to all majors in interior design and architecture.

Student Chapter, American Society of Landscape Architects — A student chapter affiliated with the national professional organization, open to all majors in landscape architecture.

Alpha Rho Chi — A professional fraternity for students in architecture and allied arts.

Sigma Lambda Chi — A professional honor society for students in construction management.

Admission

Admission to the University of Oklahoma (Norman Campus) and subsequently a degree granting college is based upon the admission requirements that are in effect for the semester that a student initiates enrollment at OU. For information on current admission requirements, contact the Office of Admissions, University of Oklahoma, 1000 Asp Avenue Room 127, Norman, OK 73019-4078 or visit their homepage at admissions.ou.edu/admissions.htm.

Admission to an undergraduate program within the College of Architecture is based upon the program requirements in effect at the time of a student's initial enrollment in any institution (including OU) in the Oklahoma State System of Higher Education. All first-year students direct from high school are enrolled in University College. All students seeking admission to a program within the College of Architecture must fulfill the following minimum requirements:

1. Completed admission to the University of Oklahoma;
2. At least 24 semester hours of earned college credit;
3. Completion of any curricular deficiencies that may exist in English, Math and/or Science;
4. A declared major in the College of Architecture; and
5. Obtain at least the minimum combined retention grade point average required for graduation from the program he or she has declared. All undergraduate programs in the College of Architecture require additional admission requirements beyond those listed above. Refer to the respective division section in the following pages for additional information regarding additional program admission requirements.

LAPTOP REQUIREMENT

Students with a major in the College of Architecture will be required to have a laptop computer. Laptop technologies are used to enhance the learning experience, and using a computer will become second nature to all of our students.

To help aid in the purchase of a new laptop, students may apply for the Lew Wentz Computer Loan at www.financialaid.ou.edu/programs/lewc.html. Recommendations for the specifications needed, as well as other pertinent information can be found at www.ou.edu/architecture/.

TRANSFER STUDENTS

An undergraduate student transferring from an institution within the Oklahoma State System of Higher Education must fulfill the transfer admission requirements of the University of Oklahoma Office of Admissions. For more information, visit their website, http://admissions.ou.edu/admissions.htm.

A student requesting transfer into a program of the College of Architecture from another institution will be considered for admission on a space-available basis, regardless of prior grade point average. Such an applicant, in addition to satisfying all admission requirements of the University and the College, must be approved by the division director for that particular major.
A student requesting to transfer into a program of the College of Architecture from another institution outside of the Oklahoma State System of Higher Education will follow the most recent curriculum requirements for the major he/she declares in addition to meeting the requirements state above.

**TRANSFER CREDIT**

The following credit hour regulations are specific to transfer students:

1. A maximum of 64 hours of transfer credit from a two-year college will apply to any undergraduate program in the College of Architecture. Two-year college work is accepted only as lower-division credit.
2. At least 60 semester hours applied toward completion of a baccalaureate degree must be earned at accredited senior (four-year) institutions.
3. A student must have received a grade of C or better in coursework taken at institutions not within the Oklahoma State System of Higher Education in order for the courses to be considered for transfer credit.
4. Credits earned in physical education courses or in basic ROTC courses cannot be applied toward the graduation requirements of any degree program of the College of Architecture. Advanced ROTC courses may be applied toward degree requirements only with the special permission of the dean.
5. All professional courses not taken at the University of Oklahoma are subject to evaluation for equivalency by the appropriate division of the College prior to the approval of these courses as transfer credit.
6. Work accepted from other institutions is subject to validation by the satisfactory completion of at least 30 hours of credit in residence.
7. Any student enrolling for the first time at the University of Oklahoma in a design or graphics course offered by the College of Architecture must enroll in the first course in the sequence, unless specifically approved for higher placement based on a review by the appropriate division director of previous work completed by the student.
8. College credit for work experience is permitted only under the supervised conditions of the Preceptor Program of the College or approved internship/field experience courses.

**ADMISSION LIMITATIONS**

Due to limitations in facilities, operating budgets and faculty size in the College of Architecture, admission to the various degree programs within the College is considered on a space-available basis only. Enrollment restrictions are most common in professional programs and courses and are subject to national standards of professional accreditation review.

**Special Regulations**

**PROBATION AND ADVANCEMENT**

In accordance with the approved retention policy of the Oklahoma State Regents for Higher Education a student must maintain a combined retention minimum grade point average of at least 2.00 (C) in order to be in good academic standing at the University of Oklahoma. He or she must maintain at least the minimum OU retention and combined retention grade point averages required for graduation from any of the undergraduate programs within the College of Architecture in order to be in good academic standing within the College. A student who earns less than the required grade point averages for his/her program will be notified and required to sign an “Enrollment Contract” each semester his/her retention grade point average is below the minimum required for graduation. A student on enrollment contract may be denied further enrollment in the college if he or she fails to fulfill the terms of the enrollment contract during any semester he/she is on academic notice.

A student who is denied enrollment in the College of Architecture may still be eligible for enrollment in another college within the University of Oklahoma. Students who have been dismissed from the College of Architecture for academic reasons should contact the Center for Student Advancement for advisement regarding continued enrollment at the University of Oklahoma. The Center for Student Advancement is located in 311 Old Science Hall, or call 325-2574. If a dismissed student from the College of Architecture decides to continue at the University of Oklahoma, further enrollment in College of Architecture courses will be denied.

A student denied enrollment in the College of Architecture may apply for readmission after a lapse of one regular semester (fall or spring). The student must submit a letter stating why he/she should be readmitted (what caused the poor academic performance and how the problems causing the poor academic performance have been remedied.) Such a request will be reviewed and decided upon by the appropriate division.

If it is the first academic stop, the student’s record will be reviewed to determine if it is possible for the student to earn the required grade points in the courses that remain to complete the degree and graduate.

If it is the second academic stop, he/she will automatically be denied readmission.

**ATTENDANCE**

The establishment of specific policy concerning attendance requirements, as well as announced and unannounced examinations, is the responsibility of the individual instructor. Regular attendance in required studio courses is considered essential to the overall development of the student within the professional and pre-professional curricula.

**STUDIO REGULATIONS**

A student may enroll in only one design and one graphics course per semester. Any student who enrolls in a studio course with an incomplete in a prerequisite must remove the incomplete prior to the first day of class of the subsequent semester.

**OWNERSHIP OF WORK**

All work completed or submitted in fulfillment of any requirements of a course in the College of Architecture is the property of the College, which reserves the right to retain, copyright, use, exhibit, reproduce or publish any work so submitted.

**OUTSIDE EMPLOYMENT**

The demands of outside employment during the academic year, with the exception of an approved preceptorship program or internship, may be inconsistent with the requirements of the professional degree programs. Outside employment is not considered an extenuating circumstance in cases of poor performance, excessive absences or failure to submit assigned work on schedule. Students who fail to adequately fulfill course and curriculum requirements while maintaining outside employment may be required to carry reduced course loads. A longer period in residence may result from this reduction in course loads.

**ENROLLMENT LIMITATIONS**

Undergraduate students may enroll in a maximum of 19 credit hours per any regular semester (fall or spring), nine credit hours in summer, or four credit hours in May, August, or December intersession. Enrollment in more than the maximum credit hours is permitted only with the approval and signature of the student’s adviser and the dean of the College. Enrollment in more than the maximum credit hours for any given enrollment period cannot exceed the Oklahoma State Regents’ absolute maximum for any given enrollment period.

All students enrolled in courses offered by the College are subject to the applicable rules of the College, including those governing performance reviews and enrollment limitations. Students admitted to the professional program in architecture may enroll in any architecture course for which they are eligible. Students who have been accepted as majors in another division of the College of Architecture will be admitted to those architecture courses which are specifically required for their degree programs.

**STUDENT ADVISEMENT**

Students in the College of Architecture are advised by one of the College’s full-time academic advisers and/or faculty within the divisions offering their degree program. Advising may occur in a one-on-one advising or in group advising session. Contact the College of Architecture Student Services office for specific details (325-2444).

Due to the complexity of the program sequences, it is necessary that all undergraduate students meet with an adviser during the pre-enrollment periods. In addition to faculty advisers, full-time academic advisers are
The College of Architecture offers the following minors:

**Architectural Studies** — Offered to non-majors who complete 15 hours of ARCH prefix courses. Specific information on courses applicable to a minor is available from the College of Architecture, Administrative Student Services Office, Room 158 Gould Hall.

**Construction Science** — Students may satisfy the minor requirements in Construction Science by first making application to the minor program, being admitted, and subsequently completing 21 hours of CNS prefix courses including the following core courses: CNS 3113, 3153, 3813, 3513, and 4523. An additional six hours may be taken from CNS courses, as long as all prerequisites for those courses have been met.

**Interior Design** — Students may satisfy the minor requirements in Interior Design by completing 16 hours of coursework of I D-prefix courses from the following: ARCH 1143, 1D 1011, 1133, 2763, 2783, 3753, 3763, 4763, 4783 and 4970.

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**Division of Architecture**

**Special Programs**

**PRECEPTORSHIP PROGRAM**

The College administers a preceptorship program which permits selected students of demonstrated ability to complete a limited number of degree requirements as a participant in a professional office.

**SUMMER PROGRAM**

Selected courses may be offered during the summer session in the College of Architecture. Course selection and enrollment limitations will be dependent upon the availability of operating funds and faculty. Special summer studies are also offered in international settings.

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**Degrees Offered**

- Bachelor of Architecture
- Master of Architecture
- Master of Science in Architectural Urban Studies

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**General Information**

The architecture program at the University of Oklahoma was founded in 1926 as part of the College of Engineering. In 1968 the program became a separate college and the first component of what is now a multi-disciplinary college including programs in interior design, construction science, planning, and landscape architecture. The architecture program benefits strongly from this multi-disciplinary context.

A licensed architect is responsible for creating buildings where people live, work, learn, and play. Projects may range from high-rise buildings containing multiple functions such as office, retail, and residential, to small rural convenience stores; from large, regional hospitals to single family homes; and from large university campuses to small day care centers. The challenge to the architect is to produce projects that are functional, efficient, attractive, and safe.

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**Admission**

**TRANSFER STUDENTS**

All professional courses not taken at the University of Oklahoma are subject to evaluation through equivalency examinations or other means as approved by the Director of the Architecture Division.

**TRANSFER CREDIT AND ADVANCED STANDING**

The policies of the College of Architecture apply to the granting of transfer credit or advanced standing credit. The amount of advanced standing credit that may be applied toward a degree may be limited by the Director of the Division of Architecture or the Dean.
Organized around a sequence of courses in which the student develops progress toward the professional degree.

Graphics work for use in program advisement and the evaluation of overall advancement in major course sequences.

Architecture is required to maintain an up-to-date record of design and demonstrates a capability for analyzing problems and synthesizing solutions, using techniques and skills unique to the field of architecture. Advancement in a major course sequence may be denied if a student earns less than a C in the prerequisite course. Further progress in the studio sequence in such cases may be permitted if the course average is raised by retaking the course, or by special permission.

Special Regulations

Placement in Studio Courses
Any student enrolling for the first time at the University of Oklahoma in a design or graphics course offered by the Division of Architecture must enroll in the first course in the sequence, unless specifically approved for higher placement by the director of the division.

Enrollment in Architecture Courses
A student may not enroll in more than one required studio course per semester. Students must have completed “Incompletes” in all prerequisite courses prior to the first day of class in any subsequent architecture course unless otherwise granted permission by the Director of Architecture.

Degree Program and Architectural Registration
In the United States, most state registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit U.S. professional degree programs in architecture, recognizes two types of degrees: the Bachelor of Architecture and the Master of Architecture. A program may be granted a five-year, three-year, or two-year term of accreditation, depending on its degree of conformance with established educational standards.

Masters degree programs may consist of a pre-professional undergraduate degree and a professional graduate degree, which, when earned sequentially, comprise an accredited professional education. However, the pre-professional degree is not, by itself, recognized as a professionally accredited degree.

The pre-professional degree is useful to those wishing a foundation in the field of architecture, as preparation for either continued education in a professional degree program or for employment options in fields related to architecture.

Advancement in Major Course Sequences
All professional degree programs of the Division of Architecture are organized around a sequence of courses in which the student develops and demonstrates a capability for analyzing problems and synthesizing solutions, using techniques and skills unique to the field of architecture. Advancement in a major course sequence may be denied if a student earns less than a C in the prerequisite course. Further progress in the studio sequence in such cases may be permitted if the course average is raised by retaking the course, or by special permission.

Portfolio Requirements
Each student enrolled in a professional or pre-professional program in architecture is required to maintain an up-to-date record of design and graphics work for use in program advisement and the evaluation of overall progress toward the professional degree.

Graduate Study

General Information
The Division of Architecture at the University of Oklahoma operates within the administrative framework and shares the multi-disciplinary philosophy of the College of Architecture. These degree programs follow a structured core curriculum aimed at developing the specialized skills and abilities demanded of the professional architect. Simultaneously, however, these programs are highly individualized and encourage the exploration and development of specialties in areas closely related to architecture. These graduate programs are intended to produce broadly educated graduates who will demonstrate unique capabilities for leadership in the profession.

The one-year Master of Architecture degree is also available through the Schusterman Center in Tulsa. This program, which requires two years, allows students to have full-time office practice opportunities in professional offices. The Master of Science in Architectural Urban Studies degree is also offered at the Schusterman Center in Tulsa.

Admission Requirements
In addition to the admission requirements of the Graduate College, the following materials must be submitted directly to the Graduate Liaison of the Division of Architecture for evaluation.
1. A transcript from all previous institutions.
2. A portfolio of work, 8½” x 11” format preferred.
3. A statement, limited to 500 words, of the intent for pursuing graduate studies in architecture at the University of Oklahoma.
4. Three letters of recommendation.

Early Admission
A student enrolled in the final semester of undergraduate studies may apply for admission to the graduate program in architecture for the next regular semester following completion of his/her undergraduate degree.
Admission to the program will be contingent upon satisfactory completion of undergraduate studies, subject to final review by the Division Director.

DEADLINES
No application for the graduate program in Architecture will be considered until all supporting documents have been received. It is the applicant’s responsibility to ensure that all required materials are received by the Division Director prior to the application deadline. Late applicants will be considered on a space-available basis only.
1. Application deadline for fall semester — June 1.
2. Application deadline for spring semester — October 15.
3. Application deadline for summer term or session admission — April 1.

Special Regulations
ENROLLMENT LIMITATIONS
Graduate students may enroll in nine to 16 credit hours of work per semester. Enrollment in more than 16 or less than nine credit hours is permitted only with the approval and signature of the graduate liaison and the graduate dean.

GRADUATE ADVISORY COMMITTEE
Each graduate student must establish a graduate advisory committee, consisting of at least three members of the graduate faculty, the majority of whom must be professors in architecture. The advisory committee will assist the student in structuring a program, and periodically evaluate progress toward the professional degree.

GRADUATION REQUIREMENTS
Approval for graduation with the degree of Master of Architecture requires satisfaction of all requirements of the Graduate College and certification by the graduate liaison of completion of all requirements of the graduate professional degree program in architecture, with a minimum grade point average of B (3.00) in all work for which graduate credit is awarded.

TRANSFER OF GRADUATE CREDIT
In addition to the policies of the Graduate College for the transfer of credit hours for master’s degrees, the College of Architecture graduate liaison must approve any work transferred to a Master of Architecture degree program.

Master of Architecture (0202M)
This degree program, offered primarily at OU-Tulsa, is designed for candidates already holding a professionally accredited degree in architecture and is primarily for those already holding an NAAB accredited professional degree. It is not a viable track for candidates wishing to establish NAAB accredited degree credentials as a prerequisite to architectural licensing as required in most of the U.S. (This track is not available to any candidate already holding a Master of Architecture degree from any institution.)

CURRICULUM (0202M)
Non-Thesis Option
Option Electives – 6 hours.
Professional Project Research – 3 hours.
Professional Project – 6 hours.
Electives – 8 hours.

Thesis Option
Option Electives – 9 hours.
Professional Project Research – 3 hours.
Research for Master’s Thesis – 4 hours.
Electives – 10 hours.

GPA Requirement: A minimum 3.0 GPA is required on all graduate and undergraduate work used to fulfill the requirements of this degree.

Graduate Hours Required: 32
Option Electives: All students must focus their graduate architecture program in one of two elective options:
1. Architectural design and technology;
2. Urban design and preservation.

All master’s programs are subject to approval by the student’s graduate advisory committee.

Master of Architecture (0202N)
The Master of Architecture (0202N) at the University of Oklahoma is offered on the Norman campus only. It follows an intensive and structured program of studio design and coursework intended to develop the specialized abilities and expertise demanded of the professional architect. The (0202N) program is accredited by the National Architectural Accrediting Board (NAAB) and fulfills the educational prerequisite for professional registration required by most state boards.

Program emphasis is on sustainability and regional response in architectural design, study and research. Based on availability of faculty interest and expertise, issues such as environmental responsibility, energy conservation, appropriate technologies, resource and facilities management, theories of sustainability, critical regionalism, and sense of place may be investigated.

This program is primarily intended for those who hold a pre-professional degree in Architecture or closely related discipline or a professional degree in Architecture from a non-NAAB program. Students who complete the pre-professional degree at the University of Oklahoma normally require two years in residence to complete the Master of Architecture degree. Interested students with any other undergraduate preparation are encouraged to apply, but should anticipate additional time in residence to complete all prerequisite and graduate degree requirements, or their approved equivalents. Total prerequisite requirements for study in this program are established by the content of the pre-professional degree at OU.

CURRICULUM
Required Courses – 15 hours: ARCH 6680, Adv. Arch. Studio A & B (6 hours), ARCH 6590, Professional Project Research (3 hours), and either ARCH 6690, Professional Project (non-thesis, 6 hours), or ARCH 5980, Master’s Thesis (6 hours).

Elective Options – Three options are available from which elective courses are selected:
- a. Option in Human Relations
- b. Option in Environmental Science
- c. Option in General Urban Studies

A minimum of 32 credit hours plus satisfactory defense of the thesis or professional project is required to complete the program.

All master’s programs are subject to approval by the student’s graduate advisory committee.

Master of Science in Architectural Urban Studies (0205P)
This degree program is designed for candidates from architectural or related disciplines seeking a career in the dynamics of the urban environment but not desiring to enter one of the licensed professions. The curriculum prepares students for careers in urban research, management, civic administration, public works, and other related areas. The program is also a sound base for those in community service and community design advocacy. Both thesis and professional project options are available. The curriculum is structured to fit into the College’s Tulsa “Urban Laboratory” academic environment, with evening and weekend courses delivered in three credit segments.

CURRICULUM
Required Courses – 15 hours: ARCH 6680, Adv. Arch. Studio A & B (6 hours), ARCH 6590, Professional Project Research (3 hours), and either ARCH 6690, Professional Project (non-thesis, 6 hours), or ARCH 5980, Master’s Thesis (6 hours).

Elective Options – Three options are available from which elective courses are selected:
- a. Option in Human Relations
- b. Option in Environmental Science
- c. Option in General Urban Studies

A minimum of 32 credit hours plus satisfactory defense of the thesis or professional project is required to complete the program.

All master’s programs are subject to approval by the student’s graduate advisory committee.
Division of Construction Science

Kenneth F. Robson, Director
Richard Ryan, Graduate Liaison
162 Gould Hall
Norman, OK 73019-6141
Phone: (405) 325-6404
FAX: (405) 325-7558
Internet: www.cns.ou.edu
e-mail: krobson@ou.edu

Faculty Roster
Professors Ryan, Gransberg; Associate Professors McManus, Robson; Assistant Professor McCuen.

Degrees Offered
- Bachelor of Science in Construction Science
- Master of Science in Construction Administration

General Information
Accredited by the ACCE (American Council of Construction Education), the construction science program combines courses in construction science, architecture, and business to produce managers for the construction industry. Students obtaining a construction science degree pursue management careers in a wide variety of occupations throughout the construction industry. The curriculum prepares students to manage the skilled trades and craftsmen on the job site in addition to managing and interacting with architects, engineers, owners, and other professionals required by the complexities of construction projects.

Emphasis throughout the curriculum is placed on developing students' communication skills, understanding of the technical aspects of construction and the construction process, and the application of information technology to the construction industry. In addition to the academic curriculum, students are encouraged to participate in the nationally recognized Construction Student Association, the various student competitions available to construction science majors and various other departmental extracurricular activities. Since its inception, the construction science program has maintained a close partnership with the construction industry, an extremely important element in providing the quality graduates who are in great demand by employers.

FACULTY
The faculty in the Construction Science program have extensive industry experience. Faculty members maintain close working relationships with industry through consulting work, participation in professional organizations, and maintaining active memberships in professional societies which represent their areas of expertise. Faculty members actively consult with construction companies, governmental agencies, architects and professional organizations both nationally and internationally. CNS faculty have received university, regional, and national teaching awards.

ADDITIONAL INFORMATION
The Division of Construction Science offers a minor in construction science. Admission is based on a competitive application process with applications due April 1. Students wishing to learn more about the minor program should contact the division director. Construction science majors are encouraged to complete the requirements for a general business minor. This can be accomplished by substituting open electives in the undergraduate curriculum with courses required for the general business minor. Students desiring additional information on this minor should contact the College of Business.

Undergraduate Study
LIMITATION RULES
Students pursuing the undergraduate degree in construction science must complete the degree program within a maximum of seven calendar years from the date of entry into the degree program.

BACHELOR OF SCIENCE IN CONSTRUCTION SCIENCE
The program requires a minimum of 129 credit hours, with a minimum grade point average of 2.50. Construction Science majors must earn a C or better in all CNS prefix courses.

LOWER DIVISION REQUIREMENTS
The lower division (1000- and 2000-level courses) requirements are to be met as follows:
1. COMMUNICATIONS: 9 hours. ENGL 1113 and ENGL 1213 or EXPO 1213, Communications 1113.
2. FOREIGN LANGUAGE: 0-10 hours. Students who have completed two years of high school foreign language or two consecutive college-level courses in a single language are exempt from the general education foreign language requirements.
3. SOCIAL SCIENCES: 9 hours. Political Science 1113, Economics 1113 and 1123.
4. HUMANITIES: 9 hours. History 1483 or 1493, Architecture 2243 or 2343, one 3 hour Understanding Artistic Forms course.
5. SCIENCE AND MATHEMATICS: 12 hours. Geology 1114, Physics 2414, Physics 1311 and Math 1823.
6. BASIC BUSINESS COURSES: 12 hours. Accounting 2113 and 2123, Business Communications 2813 and Economics 2843.
7. BASIC CONSTRUCTION COURSES: 14 hours. CNS 1113, 1212, 2713, 2813 and 2913.
8. ELECTIVE: 3 hours. Students can choose a 3-hour elective. This requirement cannot be satisfied by Military Science or Physical Education courses.

Application for admission to the junior and senior years of the degree program, requires a minimum 2.50 OU and combined retention GPA. Admission is limited to the top 25 GPAs based on all courses listed on the requirements check sheet for the Construction Science freshman and sophomore semesters. All courses required for the freshmen and sophomore semesters must be completed before applying for admission to the junior year.

UPPER DIVISION REQUIREMENTS:
Before students can enter 3000-level Construction Science courses they must have earned a C or better in all lower division CNS prefix courses and completed all required courses at the freshman and sophomore level.
1. BUSINESS COURSES: 6 hours. Management 3013 and Legal Studies 3323.
2. ARCHITECTURE COURSES: 15 hours. Architecture 2233, 3633, 3433, 4733, 4833.
3. HUMANITIES: 6 hours. Philosophy 3273. Students must take an upper division three-hour Non-Western Culture elective from the approved General Education list.
4. CONSTRUCTION SCIENCE COURSES: 31 hours. CNS 3103, 3113, 3153, 3513, 3813, 3943, 4123, 4523, 4613, 4881, and 4993.
5. UPPER-DIVISION CONSTRUCTION SCIENCE ELECTIVE: 3 hours. Students can choose a 3-hour, upper-division construction science elective.

GRADUATION REQUIREMENTS
Approval for graduation with the degree of Bachelor of Science in Construction Science requires completion of all degree requirements for the undergraduate professional degree program with a minimum OU combined and OU retention grade point average of 2.50 in all coursework, with a C or better in all CNS prefix courses.
Graduate Study

Master of Science in Construction Administration

The Master of Science in Construction Administration program is designed for persons who desire an educational background focusing on the Design/Build project delivery process. The roles of the owner, designer, consultant, contractor and subcontractor are explored from project conception to completion. Core studies include theory and practical knowledge. Class formats include discussion, team interaction and the use of current information management technologies for communication and documentation.

The program is structured for the non-traditional student. Classes meet once a week in the evening for three hours. The program requires a minimum of 35 academic hours. Prior to admittance into the program it is advisable for the candidate to meet with the Graduate Liaison to discuss program details and a course of study.

ADMISSION REQUIREMENTS

Along with the application to the Graduate College, applicants should submit a letter of interest containing a brief narrative about reasons for seeking the degree, goals for use of the degree after graduation and a current resume (portfolios are not required). The letter of interest is very important and weighted heavily by the Construction Administration Program Application Review Committee. If the applicant meets Graduate College criteria and is accepted in the Graduate College the application packet is forwarded to the Construction Administration Graduate Liaison. Acceptance in the program is contingent upon approval by the Construction Administration Applicant Review Committee. Admittance into the Construction Administration program is highly competitive with only a small number of students accepted each fall. Upon acceptance, the applicant should meet with the Graduate Liaison prior to enrollment.

CONDITIONS FOR DEGREE COMPLETION

- Meet all OU Graduate college criteria and paperwork requirements.
- Completion of the six (6) core Construction Administration courses:
  - CNS 5513, Project Management and Controls
  - CNS 5523, Design-Build Contracting
  - CNS 5613, Information Technology Applications for Construction
  - CNS 5623, Construction Contracts and Finance
  - CNS 5813, Facility Acquisition Planning
  - CNS 5823, Quality Management in Construction.
- Completion of a comprehensive final exam after all coursework is complete.
- 35 total hours of graduate coursework approved by the Graduate Liaison.
- At least 51% of total courses are letter graded.
- No more than six (6) credit hours of CNS 5960, Directed Reading.
- No more than six (6) credit hours of CNS 5993, Special Studies Research; student must receive permission of the Graduate Liaison for credit.
- No more than three (3) credit hours of CNS 5940, Industry Practicum; student must receive permission of the CNS 5940 coordinator for credit.
- No more than six (6) credit hours of CNS 5970, Graduate Seminar; student must receive permission of the Graduate Liaison for credit.

SPECIAL PROJECT/THESIS OPTION

These options are only available on approval and acceptance of the Construction Science Graduate Research Board. These options are an opportunity for the student to explore and develop significant expertise in a particular area of construction administration or conduct cutting-edge construction science research. The student and his/her committee chair and advisory committee determine the nature and scope of this project.

APPLICATION DEADLINES

Fall semester entry only. The formal application deadline is April 30. Late applications will be accepted until August 15, but acceptance into the program at this time is based upon available resources and not guaranteed. Admittance into the Construction Administration Degree Program is highly competitive and only a limited number of students are accepted each fall.

Program in Environmental Design

James R. Patterson, AIA, M. Arch., Associate Dean
162 Gould Hall
Norman, OK 73019-6141
Phone: (405) 325-2444
FAX: (405) 325-7558
Internet: http://arch.ou.edu
e-mail: arch@ou.edu

This program offers individualized study in student determined aspects of the natural and built environment that are not otherwise available in established degree programs at the university. Students work with a faculty advisor to select courses from all offerings of the university and minor fields are encouraged. The proposed program of study must be approved by the dean or associate dean. The proposed course of study must be at least 124 hours in length with a minimum of 35 hours of upper-division (3000-level and above) coursework. Approved programs must satisfy the following categories of subject areas. (Listed subjects are examples, not specific requirements.) Students who gain the approval of a proposed program and successfully complete the requirements outlined in the approved program will be conferred the Bachelor of Science in Environmental Design degree.

BACHELOR OF SCIENCE IN ENVIRONMENTAL DESIGN

Communication Skills (at least 22 credit hours) — Architectural graphics, art, computer processes, design, drama, engineering drawing, English (1113 and 1213 or EXPO 1213 required), foreign language, journalism, mathematics, photography, speech and statistics.

Cultural Environment (at least 9 credit hours) — Art, classics, drama, English, ethics, history (1483 or 1493 required), history of science, music, philosophy, psychology and religion.
Natural Environment (at least 9 credit hours) — Agriculture, biology, botany, chemistry, ecology, geography, geology, mathematics, microbiology and zoology.

Physical Environment (at least 12 credit hours) — Architecture, astronomy, chemistry, earth science, engineering, geography, geology, geophysics, interiors, medicine, meteorology, pharmacy and physics.

Social Environment (at least 15 credit hours) — Anthropology, architecture, business, economics, education, foreign language, geography, government, housing, human relations, journalism, library science, political science (1113 required), psychology, recreation, social work, sociology and speech.

Design and Control of Environment (at least 15 credit hours) — Administration, conservation, design, ecology, engineering, government, international affairs, management, public affairs and regional planning.

Open Electives (a minimum of 42 credit hours).

TOTAL CUMULATIVE HOURS — 124

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**Division of Interior Design**

Abimbola Asojo, AIA, IDEC, Director

162 Gould Hall
Norman, OK 73019-6140

Phone: (405) 325-2444
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Internet: [http://www.ou.edu/architecture/did/idid.htm](http://www.ou.edu/architecture/did/idid.htm)

e-mail: aasojo@ou.edu

Facult y Roster

Professor Myers; Associate Professors Asojo, Boeck, Wachter; Instructors Biddick, Hoehn, Pober, Williams.

**Degree Offered**

- Bachelor of Interior Design

**General Information**

The Interior Design program is a four-year Council for Interior Design Accreditation-accredited first professional degree curriculum and meets standards set forth by appropriate national, professional and educational associations. The Division of Interior Design recognizes the definition of a professional interior designer as the cornerstone of its philosophical underpinnings:

“The Professional Interior Designer is qualified by education, experience, and examination to enhance the function and quality of interior spaces for the purpose of improving the quality of life, increasing productivity, and protecting the health, safety and welfare of the public.

The professional interior designer:

- analyzes the client’s needs, goals, and life safety requirements;
- integrates findings with knowledge of interior design;
- formulates preliminary design concepts that are aesthetic, appropriate and functional, and in accordance with codes and standards;
- develops and presents final design recommendations through appropriate presentation media;
- prepares working drawings and specifications for non-load bearing interior construction, reflected ceiling plans, lighting, interior detailing, materials, finishes, space planning, furnishings, fixtures and equipment in compliance with universal accessibility guidelines and applicable codes;
- collaborates with professional services of other licensed practitioners in the technical areas of mechanical, electrical, and load-bearing design as required for regulatory approval;
- prepares and administers bids and contract documents as the client’s agent;
- reviews and evaluates design solutions during implementation and upon completion.”

The basic principles and concepts of interior design guide our thinking and decision-making with regard to program content, delivery and evaluation. We direct our efforts toward the development of the entry level interior design professional, with capabilities in the enhancement of the function and quality of interior spaces. We promote an understanding of current practice within the broadest context of the interior architectural profession as well as within the southwestern culture specific to this region.

The program places value upon three distinct characteristics which embody the philosophy of the interior design program at OU:

1. **Learning is centered around contemporary practice:** faculty bring significant practice experience which demonstrates advanced achievement in design management expertise beyond the project management levels of interior architectural design practice.

2. **Learning is diverse and demonstrates a holistic approach to design problem-solving:** faculty and students are exposed to regional and international practices emphasizing resources, culture and tradition-based design. The program also addresses global considerations focusing on issues which reinforce the positioning of interior design for the future.

3. **Learning is interdisciplinary:** the location of the interior design program within a college that shares teaching pedagogy across the discipines of the built environment provides interior design faculty and students with an environment where team contributions are sought and disciplinary expertise is valued.

The mission of the Division of Interior Design is to provide professional undergraduate education in interior design within a collaborative, multi-disciplinary learning environment. The disciplinary perspective shares a common pedagogy within the College of Architecture divisions, engaging high tech knowledge with high touch skills in preparing new graduates to solve problems related to the global challenges facing the profession of interior design in practice.

The goals of the interior design program in the College of Architecture reflect the program’s location and resources and embrace change as a constant variable in the learning environment. The program strives to:

- prepare entry level interior designers to work effectively with professionals from other disciplines engaged in the planning, design and management of the built environment;
- engage interior design students in the exploration of design within broad cultural contexts, addressing both regional and international contributions to the design of the built environment while utilizing resources across and beyond the campus;
- integrate the expressive qualities embodied in the practice of interior design within the context of a technological learning environment;
- capitalize upon the design practice and design management expertise of the faculty by engaging students in effective and appropriate problem-solving experiences involving student-centered research of the built environment;
- challenge students by addressing contemporary and critical issues facing the profession;
- ensure adequate curricular flexibility to accommodate future change affecting interior design education throughout the duration of a four year program of study;
- preserve and enhance the development of problem-solving skills within a sequential studio sequence, continually expanding to encompass increasingly more complex concepts, skills, knowledge and application strategies; and,
- actively seek and promote the involvement of external organizations in collaborative partnerships, providing opportunities for students and faculty to engage in real life design experiences.

**Admission Requirements**

Interior design students begin their studies in the fall semester of the first year in the program. Students are required to earn a grade of C or better in all courses which carry a College of Architecture designator (ARCH, I.D). Transfer students are encouraged to meet with the division director for
review of prior work and placement in the appropriate studio sequence. Students who earn a D or F in any required ARCH or I D (professional) course(s) will not be permitted to advance into the subsequent set of professional courses until the failed course(s) is repeated.

Curriculum Organization

The interior design curriculum combines the development of conceptual ideas — knowledge of art, architecture, craft, and manufacture that stimulates form-making and design with technical knowledge essential to the delivery of the interior built environment — while at the same time integrating the important tasks and rituals of individuals and groups.

A sequential core of professional courses and design studios are linked to University general education courses to prepare students for ever-changing conditions of practice and life. Sequential studio coursework is required in each semester from the environmental design foundation coursework through to the interior design capstone. The curriculum enables interdisciplinary experiences with architecture, landscape architecture, and construction science disciplines.

Special Programs and Facilities

An active student chapter umbrella provides students with valuable interaction with members of the interior design profession while pursuing their degree. The student chapter sponsors field trips to designers’ offices, significant design projects and sites in the region, furnishings markets, and trade shows. Students also participate in competitions in studio as well as through formal independent study opportunities. In addition, students travel to national professional meetings, undertake structured internship experiences, and work with real clients.

College and divisional seminars bring visiting scholars and noted professionals to the College to provide students with a broad understanding of the multi-disciplinary nature of the College and both international and national exposure to significant work in the built environment.

Design studios provide students with permanent work stations. A resource room with current manufacturers’ catalogs, architecture and interior design samples, and technical data that provides students with design resource materials. The College of Architecture maintains a shared computer lab with access 24 hours a day, seven days a week.

Undergraduate Study

BACHELOR OF INTERIOR DESIGN

The program requires completion of a minimum of 125 semester hours distributed in general education, major, and elective courses. Undergraduate degree requirements are revised and published annually each summer. Requirements for programs are available on the World Wide Web at: http://checksheets.ou.edu/archindx.htm. Degree requirements for interior design include the following:

FIRST YEAR — First Semester - 16 hours
ENGL 1113, General Education MATH, HIST 1483 or 1493, I D 1011, I D 1133, ARCH 1143.

Second Semester - 15 hours
ENGL 1213 or EXPO 1213, P SC 1113, PHYS 1114, I D 1145.

SECOND YEAR — First Semester - 15 hours
A HI 2213, I D 2763, Natural Sciences with Lab (Core II), I D 2535.

Second Semester - 16 hours
A HI 2223, I D 2544, I D 2773, ARCH 2333, I D 2783.

NOTE: A minimum 2.50 OU and combined retention GPA is required for admission to the junior and senior years of the Bachelor of Interior Design program. Admission is limited to the top 20 students applying for the program as determined by GPA (2.50 combined retention or higher) and portfolio review. All freshman and sophomore courses listed above must be completed before applying for admission.

THIRD YEAR —First Semester - 16 hours
I D 3724, I D 3753, I D 3773, ACCT 2113, Non-Western Civilization course.

Second Semester - 16 hours
I D 3734, I D 3763, I D 4763 or 4783, ECON 1113, upper-division Open Elective.

FOURTH YEAR — First Semester - 16 hours
MKT 3013, I D 4463, 4744, Communication Elective, ARCH 3443.

Second Semester - 15 hours
I D 4776, Professional Elective (upper-division), General Education Elective (upper-division, outside the major), Upper-division Open Elective.

TOTAL CUMULATIVE HOURS — 125
A grade of C or better must be earned in all required professional courses.

NOTE: Two college-level courses in a single foreign language are required. This requirement may be satisfied by successfully completing two years in a single foreign language in high school.

Division of Landscape Architecture

Thomas W. Schurch, ASLA, AICP, Director and Graduate Liaison
162 Gould Hall
Norman, OK 73019-6141
Phone: (405) 325-0358
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Faculty Roster
Professor Schurch; Assistant Professors Coffman and Loon.

Degree Offered
* Master of Landscape Architecture

About Landscape Architecture

As described by the American Society of Landscape Architects (ASLA), “landscape architecture is the art and science of analysis, planning, design, management, preservation and rehabilitation of the land.”

“Landscape architects design the built environment of neighborhoods, towns and cities while also protecting and managing the natural environment, from its forests and fields to rivers and coasts. Members of the profession have a special commitment to improving the quality of life through the best design of places for people and other living things.”

“In fact, the work of landscape architects surrounds us. Members of the profession are involved in the planning of such sites as office plazas, public squares and thoroughfares. The attractiveness of parks, highways, housing developments, urban plazas, zoos and campuses reflects the skill of landscape architects in planning and designing the construction of useful and pleasing projects.”

“Depending on the scope of the project for clients, ranging from a local developer to the federal government, landscape architects may plan the entire arrangement of a site, including the location of buildings, grading, stormwater management, construction and planting. They may also coordinate teams of design, construction and contracting professionals.”

“Already, federal and state government agencies ranging from the National Park Service to local planning boards employ a large number of landscape architects. More and more private developers realize that the services of a landscape architect are an integral part of a successful, more profitable project.”
Further information about the profession of landscape architecture may be found by visiting the ASLA web site: www.asla.org or that of the Landscape Architecture Foundation at www.lapossession.org.

General Information

The Division of Landscape Architecture offers graduate students an interdisciplinary setting in which to learn and think critically and creatively in addressing environmental issues. The program’s primary mission is the professional education of future landscape architects who will be able to contribute to the profession at any level typifying practice in the field. A secondary mission of the program is to successfully offer a post-professional degree for those students who already have the first professional degree at the undergraduate level who are interested in advanced study in landscape architecture.

Two program options are offered: the First Professional Master of Landscape Architecture (0204M) is for students who do not have a previous professional degree in landscape architecture and who may come from fields as diverse as English literature, drama, wildlife management or nursing; and the Post-Professional Master of Landscape Architecture (0204N) which is only for students who have already completed an accredited professional degree in landscape architecture. The First Professional Master of Landscape Architecture is fully accredited by the Landscape Architecture Accrediting Board (LAAB) and The American Society of Landscape Architects.

In both program options, the graduate student is expected to focus the professional electives requirement on an area of specialization such as urban design, rural and small town design, sustainable and ecological design, environmental issues, or computer technologies. The student is encouraged to consider offerings in allied departments such as Anthropology, Architecture, Art, Botany, Construction Science, Civil Engineering, Environmental Science, Communications, Geography, Geology, Health and Sports Sciences, Human Relations, Political Science, Regional and City Planning, Sociology, and Zoology.

All graduate students are required to develop a graduate advisory committee that will guide the student through the selection of a graduate project topic and its sequence as reflected in the program curriculum. All master’s programs are subject to approval by the program director and/or the graduate liaison.

Admission Requirements

To be admitted to the Master of Landscape Architecture program, a student must first be admitted to the Graduate College of the University. In addition to the application requirements of the Graduate College, the following additional materials must be submitted directly to the Division:

1. Evidence of creative activity or ability in any field of endeavor (such as portfolios or essays)*
2. Three letters of recommendation, preferably from former professors;
3. A statement of intent that discusses in detail the applicant’s background, and explains the interest in graduate study as well as in a professional degree in landscape architecture.

*Applicants are encouraged to contact the division to discuss the portfolio in certain circumstances, the portfolio requirement may be requirement if it seems inappropriate to the applicant’s previous background, waived.

GPA Requirement: All students must maintain an overall GPA of 3.0 in order to remain in good standing and to fulfill the requirements of this degree.

Master of Landscape Architecture — First Professional Degree (0204M)

The first professional degree curriculum includes technical as well as theoretical courses and design studios that utilize urban and rural settings in the state and region as learning laboratories. The students will be prepared to design and manage landscapes that are environmentally sound and socially responsible. Design projects are a balance of real and theoretical programs ranging from small to large scale.

The objectives of the first professional degree are to produce graduates who:

- are qualified to enter the profession;
- possess theoretical and conceptual insight in the field and practice of landscape architecture;
- are interdisciplinary by training and conversant with the professions related to landscape architecture;
- possess a specialization relevant to particular student interests and the needs of both society and the profession of landscape architecture;
- possess an in-depth facility with the body of literature significant to landscape architecture.

CURRICULUM (0204M)

Studio Sequence: LA 5515 Design I; 5525, Design II; 5535, Design III; 5545, Design IV; RCPL 5525, Comprehensive Planning.

Technical Sequence: LA 5243, Landscape Technology-Materials; 5343, Landscape Technology-Site Issues.


Planting Design and Technology Sequence: LA 5713, Plant Materials and Technology; 5924, Planting Design Studio.

History and Theory: LA 5943, History and Theory; 6643, Urban Design Theory.

Environmental Requirement: one course selected from approved list.

Professional Practice Requirement: one course selected from approved list.


Professional Electives: Minimum of three courses; nine credit hours.

Graduate Project Sequence: LA 5950, Proposal Development; 6950, Applied Research; 6596, Graduate Project.

Graduate Hours Required: For those entering the program with a degree outside of the design fields, this program will take three years and approximately 77 credit hours to complete as a full time student. For those entering the program with an undergraduate degree in landscape architecture or a pre-professional degree in landscape architecture, this program may take two and a half years as a full time student to complete and may consist of as few as 60 credit hours if equivalent coursework was completed as part of the previous degree. Equivalent coursework will be reviewed on a case by case basis.

International students who enter with an undergraduate landscape architecture degree may be required to take some of the first year courses depending on GPA, portfolio and language ability.

Post-Professional Degree (0204N)

The Post-Professional Master of Landscape Architecture presumes that students already holding the first professional degree are qualified to enter the profession. The post-professional degree allows students to examine in depth advanced ideas, innovative techniques, and other issues relevant to the field of landscape architecture. The unique multi-disciplinary opportunities available across campus for this focus include architecture, regional and city planning, geography, geosciences, botany, environmental science, health and sports sciences, human relations, management and public administration, and fine arts.

Students entering this option will have an accredited undergraduate first professional degree in landscape architecture from a North American university. On a case by case basis, depending upon review of transcripts and portfolio by the Program Director and the Graduate Liaison, the student may be required to take courses which may not have been offered as part of the undergraduate professional degree; or to take courses whose content was covered in the undergraduate degree because grades and/or portfolio reveal weaknesses. Many of these students are likely to be required to take the environmental advised elective unless they can demonstrate equivalent course content and hours.

Specific objectives of the post-professional degree are to produce graduates who:

- possess advanced theoretical and conceptual knowledge and insight in the field of landscape architecture;
possess an in-depth facility with the body of literature significant to landscape architecture;
possess a specialization relevant to student interests, the needs of society and the needs of the profession.

CURRICULUM (0204N)
Students in this program will be required to take a minimum of three studios and five professional electives.

**Studio Sequence**: LA 5535, Design III; 5545, Design IV; RCPL 5525, Comprehensive Planning.
**Environmental Requirement**: one course selected from approved list.
**Theory**: LA 6643, Urban Design Theory.
**Professional Electives**: five courses, minimum of 15 credit hours.
**Graduate Project Sequence**: LA 5950, Proposal Development; 6950, Applied Research; 6596, Graduate Project.
**Graduate Hours Required**: For the majority of students in this program option 49 credit hours will be required. Under special circumstances, the student may petition to be released from up to two studios. The petition process must be accompanied by a formal presentation of work and portfolio to the Division Director and the Graduate Liaison as well as a written statement of professional and program goals.

ADMISSION REQUIREMENTS
Requirements for the Master of Regional and City Planning degree include a bachelor’s degree from a recognized college or university. In addition to the formal application, a statement of the student’s personal objectives and three letters of recommendation should be sent directly to the division. Fall semester admission is recommended to take advantage of the scheduled sequence of course offerings.

Degree Requirements
The MRCP degree begins with a 29-credit core curriculum including RCPL 5013, 5053, 5113, 5173, 5203, 5213, 5353, 5513, and 5525. Students complete the degree with either a comprehensive exam or a thesis. Degree via comprehensive exam: requires a minimum of 50 credit hours, including 29 credits in the core curriculum, nine credits (three courses) in an approved concentration, and a comprehensive exam usually taken in the semester of graduation. The established concentrations are Economic and Community Development, Transportation Planning, and Urban Design. Students may also petition the faculty for an individualized concentration. Degree via thesis: requires a minimum of 48 credit hours, including 29 credits in the core curriculum, and four thesis credits.

Dual Degree Programs
Students may pursue another degree program with the Master of Regional and City Planning under the university’s generic dual degree program. Students have developed dual degree programs with architecture, landscape architecture, and public administration, environmental engineering and law. Students should inquire with the division on the specific requirements for dual degree options.

Division of Regional and City Planning
Guoqiang Shen, Ph.D., Director
Richard Marshment, Ph.D., Graduate Liaison
204 Carnegie Building
Norman, OK 73019-6141
Phone: (405) 325-1698
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Internet: http://rcpl.ou.edu/

Faculty Roster
Professor Marshment; Associate Professor Shen; Assistant Professors Peterson, Warken; Adjunct Professor Dugan.

Degrees Offered
• Master of Regional and City Planning

General Information
The Master of Regional and City Planning degree is a two-year course of graduate study designed for persons who desire to work in urban and/or regional planning, neighborhood and area development, community and economic development, urban design, transportation planning, and similar specializations in the public or private sectors. The course of study integrates concepts from architecture, social sciences, environmental studies, engineering and business and prepares graduates for lifelong professional practice. The degree is fully accredited by the Planning Accreditation Board.
## Table of Contents

**General Information** .................................................................72
- Administrative Officers .........................................................72
- History and Purpose ..................................................................73

**The College Today** ..................................................................73
- Degree Programs Offered ........................................................73
- Types of Degrees Offered ................................................................73

**College Facilities and Programs** .............................................73
- Archaeological Survey ..............................................................73
- Biological Station .................................................................73
- Biological Survey .......................................................................74
- Career Services ........................................................................74
- Carl Albert Congressional Research and Studies Center ..........74
- Computing Resources ..............................................................74
- Film & Video Studies Video and DVD Library and Viewing Room .................................................................74
- Interdisciplinary Perspectives on the Environment Resource Center ................................................................75
- Integrative Studies .....................................................................75
- Language Learning Center .......................................................75
- Library Resources .....................................................................75
- Native American Languages Program ...........................................75
- OU Observatory .........................................................................75
- Society for Cinema & Media Studies ........................................75
- Education Abroad .......................................................................75
- Undergraduate Research ............................................................76

**Recognition of Academic Achievement** .................................76
- Dean’s Honor Roll ......................................................................76
- Scholarships and Awards ............................................................76
- Phi Beta Kappa ...........................................................................76
- College Honorary Organizations .................................................76

**Undergraduate Study** ...............................................................76
- Student Responsibilities .............................................................76
- Admission to the College of Arts and Sciences ............................76

**Advising Services** .....................................................................77
- Faculty Advisers ........................................................................77
- Academic Services ......................................................................77
- Change of Major/College ............................................................77

**Enrollment Information** ..........................................................77
- Advisement ................................................................................77
- Change of Enrollment ...............................................................78
- Pass/No Pass Enrollment ............................................................78
- Good Standing/Enrollment Contract ...........................................78
- Academic Forgiveness Policy .....................................................78

**Graduation Requirements** .......................................................78
- Rules, Regulations, and Requirements for Undergraduate Programs ................................................................78
- Arts and Sciences College Requirements ........................................79
- Degree Check ............................................................................79

**Optional Opportunities** .............................................................80
- Combined Curriculum ...............................................................80
- Planned Program ........................................................................80
- Additional Bachelor’s Degrees ....................................................80
- Minors .......................................................................................80
History and Purpose
The College of Arts and Sciences is the oldest and largest of the degree-recommending colleges at the University of Oklahoma. Established in 1892 as the College of Liberal Arts, the College granted its first degree in 1898. Today, as then, the liberal arts and sciences provide the foundation for the OU educational experience, through which we prepare our students to live productive and successful lives as citizens of a democracy.

The College of Arts and Sciences is responsible for providing all of OU’s undergraduate students with a core curriculum that exposes them to both the natural and social environments in which they live and helps them view and analyze the world from different perspectives and to arrive at their own opinions. Students majoring in one of the College’s degree programs receive additional education in foreign language and the humanities. Our goal is to graduate students who can communicate clearly, both in writing and orally; think creatively; reason and act ethically; serve as leaders of their professions and their local and global communities; and continue to learn after they leave OU. By providing a broad-based education, the College of Arts and Sciences seeks to enrich the lives of our students, both as individuals and as active, productive members of society. To accomplish these goals, we bring together talented students and dedicated teacher-scholars in an environment that supports learning and personal development and is, in turn, supported by the donations of our alumni and friends to produce the best educational experience possible, anywhere.

More than 7,400 undergraduates and almost 3,000 graduate students are pursuing degrees in one of the 46 undergraduate majors, 50 minors, 28 master’s degrees and 20 doctoral degrees offered through the College’s 19 departments, three schools, seven interdisciplinary programs and several special programs. The College employs half of all OU full-time instructors, teaches 61 percent of the undergraduate credit hours, awards 45 percent of all undergraduate degrees and 58 percent of all graduate degrees. The degrees offered by the College provide a strong foundation for further professional or graduate studies and for pursuing employment in a wide variety of endeavors.

The College Today

Degree Programs Offered

BACHELOR OF ARTS

Degree Programs
African and African-American Studies, Anthropology, Chinese, Classics (Classical Culture, Latin, or Greek), Communication, Economics, English (Literary and Cultural Studies or Writing), Ethics and Religion, Film and Video Studies, French, German, History, Human Relations, Information Studies, International and Area Studies (students may focus in Europe, Asia, Latin America, Russia and East Europe, or a more global emphasis in International Studies), Letters, Linguistics, Mathematics, Native American Studies, Philosophy, Political Science, Psychology, Public Affairs and Administration, Religious Studies, Russian, Social Work, Sociology (General or Criminology), Spanish, and Women’s Studies.

Please refer to the sections on Combined Curricula and Planned Program for additional information on Bachelor of Arts degree programs within the College of Arts and Sciences.

BACHELOR OF SCIENCE

Degree Programs

Please refer to the sections on Combined Curricula and Planned Program for additional information on Bachelor of Science degree programs within the College of Arts and Sciences.

Teacher Certification Programs
Students in the College of Arts and Sciences may also work toward completion of an Oklahoma teaching certificate for secondary education. For more information concerning teaching certificate programs, consult an academic counselor in the Academic Services office.

Types of Degrees Offered

Standard Degree
The standard degrees of Bachelor of Arts or Bachelor of Science do not include the name of the curriculum in which the major work was completed.

Professional Degree
The professional degrees of Bachelor of Arts or Bachelor of Science include the name of the curriculum in which the major work was completed, e.g., the Bachelor of Science in Chemistry degree or the Bachelor of Arts in Information Studies degree.

Distinction and Special Distinction Degrees
Students who complete their undergraduate degree in the College of Arts and Sciences may be graduated with distinction if they have completed a minimum of 60 credit hours in residence at the University of Oklahoma and achieve the required grade point averages. The degree with Distinction will be conferred on students who achieve at least a 3.60 combined retention grade point average and a 3.60 grade point average in all OU coursework. The degree with Special Distinction requires at least a 3.90 retention grade point average in all combined and OU coursework. The final semester’s grades will be included in the grade point average that determines the Distinction or Special Distinction degree.

Honors Degrees
All of the bachelor’s degree programs offered by the College of Arts and Sciences are available to qualified students as honors degree programs. Students may be graduated with honors (cum laude, magna cum laude, summa cum laude) if they successfully complete all requirements of the Honors College in addition to their regular degree program requirements. Please refer to the Honors College section of this catalog for specific information concerning admission and completion of honors degrees.

College Facilities and Programs

ARCHEOLOGICAL SURVEY

Robert L. Brooks, Director and State Archaeologist
Established in 1970, the Oklahoma Archeological Survey is a state agency with regulatory authority, as well as a unit of the College of Arts and Sciences. The Survey’s enabling legislation charges the Survey with three basic mandates: 1) to conduct research on Oklahoma’s prehistoric and early historic archaeological record, 2) to work with the citizens of Oklahoma to preserve significant archaeological resources, and 3) to disseminate information on our activities through publications, public presentations and other means of outreach. The Archeological Survey has two divisions: Organized Research and the Community Assistance Program. The Survey also serves as the centralized repository for records on archaeological sites in the state (currently holding information on some 20,000 locations). Personnel of the Archeological Survey consists of seven research faculty, along with graduate and undergraduate students, and volunteers who perform a wide range of research, managerial, and educational activities. The Survey faculty also teach classes through the Department of Anthropology.

BIOLOGICAL STATION, LAKE TEXOMA

Lawrence J. Weider, Director and Professor of Zoology
The University of Oklahoma Biological Station is a permanent field station located on the north shore of Lake Texoma, approximately 125 miles from Norman, and is subject to all rules and regulations that govern the University of Oklahoma. The station’s primary mission is to promote research and education in ecology and field biology. Our facilities are open to students and scientists world-wide for research and study, and the
Biological Station participates significantly in ecological and evolutionary research at national and international levels. Primary academic goals include biological instruction, experimentation, and exploration as it relates to the University of Oklahoma student. However, the scientific and study programs have been enlarged to incorporate four main operational endeavors. They are: (1) the constant updating of curriculum necessary for quantitative and experimental courses for graduate and undergraduate students; (2) year-round ecological research by resident faculty and/or collaborating investigators from other institutions; (3) providing a base for sabbatical/short-term study by the international research community and; (4) providing an ideal meeting site for sabbatical/short-term study by the international research community and; (4) providing an ideal meeting site for academic and/or other educational non-profit institutions.

The Biological Station does not offer a degree program, although credit obtained is directly applicable toward the requirements of the degree-recommending colleges of the University. Scholarships, graduate assistantships, work-study assistance, and independent study are also available. Inquiries should be sent to the director.

The Biological Station’s major instructional emphasis is on two-week courses offered in May and August at the Station. Field-research participation is also available for undergraduate and graduate students, including grade school, high school, and college teachers.

**BIOLOGICAL SURVEY**

Caryn Vaughn, Director and Associate Professor of Zoology

The Oklahoma Biological Survey, established in 1927, is both a research unit of the College of Arts and Sciences and a state agency recognized through 1987 legislation. The mission of the Survey is to scientifically investigate the diversity of plants and animals in Oklahoma and associated regions and to contribute to conservation and education concerning these important resources. The Survey includes: (1) the General Biological Survey program; (2) the Oklahoma Natural Heritage Inventory; (3) the Bebb Herbarium jointly operated with the Department of Botany and Microbiology; (4) the Oklahoma Natural Areas Registry; (5) the Sutton Avian Research Center, a bird conservation center located in Bartlesville, Oklahoma; and (6) a cooperative graduate training program with the Oklahoma Fishery Research Laboratory of the Oklahoma Department of Wildlife Conservation. Personnel in the Survey include faculty, staff, graduate students and undergraduates who engage in a wide range of research, teaching and service activities.

**CAREER SERVICES**

The College works cooperatively with the University of Oklahoma's Office of Career Services to help students to prepare for and find jobs after graduation. To ease the transition from college to career, Career Services offers an opportunity to explore career alternatives, both through library resources and through internship and co-op opportunities. In addition, services are available to assist students to conduct a job search and to contact employers. Programs include a class on career planning for Arts and Sciences students, on-campus interviewing, resume/job matching, career fairs, job listings, and workshops on job search strategy. Professional counselors are available during scheduled walk-in hours, and the career information center is open Monday through Friday from 8:00 a.m. to 5:00 p.m. The office complex is located in the Oklahoma Memorial Union, Suite 323.

**CARL ALBERT CONGRESSIONAL RESEARCH AND STUDIES CENTER**

Cindy Simon Rosenthal, Director and Curator, and Professor of Political Science

The Carl Albert Congressional Research and Studies Center has as its mission advancing scholarship, learning, and service to strengthen representative democracy. The Congressional Archives at the Carl Albert Center contain the papers of Carl Albert, former Speaker of the U.S. House of Representatives as well as the papers of over 50 members of Congress and some congressional staff, scholars and journalists. The archives serve researchers on the OU campus and throughout the world. The Center offers a unique five-year graduate program leading to a degree in political science with special emphasis on Congress and representative government.

The Center also offers research fellowships to undergraduate and graduate students who participate with political science faculty members in collaborative research projects. The Center’s civic engagement and leadership programs provide undergraduate students with unique opportunities to develop their public leadership capabilities. The Center sponsors Capitol and Community Scholars, which are intensive academic and internship experiences at the State Capitol and in the local government and non-profit community. Students and researchers interested in learning more about the opportunities available may contact the center through their web site: [http://www.ou.edu/special/albertctr/cachome.html](http://www.ou.edu/special/albertctr/cachome.html).

**COMPUTING RESOURCES**

In order to meet the challenges of the 21st century, graduates of the College of Arts and Sciences must be able to research problems, gather, evaluate, and analyze information and present the results in a logical coherent manner. The College of Arts and Sciences provides a number of technology resources and computing facilities to help students develop these skills.

**Streaming Media.** To meet the need for timely, thought provoking information, the College of Arts and Sciences takes and video streams many distinguished guest lecturers and authors that visit the Campus each year. These presentations are then made available on the College’s streaming media web site to provide all students with an opportunity to see and hear the presentations at a time that is convenient for them. The streaming video presentations can be viewed on the college web site at: [http://ou.edu/cas](http://ou.edu/cas).

**Open Access Labs.** College of Arts and Sciences students have access to the finest computing facilities at the University of Oklahoma. These staffed computer lab facilities provide students the opportunity to conduct research, write papers, create web sites and conduct email correspondence. The facilities include:

- Physical Sciences Building Lab
- Dale Hall Tower Lab
- School of Library and Information Studies Lab.

**Computerized Classrooms.** Each year an increasing number of classes are taught in a computerized setting. Each of these classrooms have been configured with the latest hardware and software needed to support instruction.

- Three classrooms in Gittinger Hall used for English Composition
- The state of the art Modern Languages, Literatures and Linguistics Lab used to support students in the study of languages
- 230 and 231 Physical Sciences Center
- 105 Dale Hall Tower

**Departmental Computing Facilities.** Many departments and schools also have computer lab facilities to support the specialized needs of their students. These include:

- Biological Station
- Economics
- Health and Exercise Science
- Library and Information Studies
- Modern Languages, Literatures, and Linguistics
- Social Work
- Sociology
- Psychology
- Physics
- Zoology

**FILM & VIDEO STUDIES VIDEO AND DVD LIBRARY AND VIEWING ROOM**

The Video and DVD Library of Film and Video Studies, located in Old Science Hall, houses over a thousand titles including not only American fiction and documentary films but hundreds of Russian, French, German, East European and other foreign films as well. A large selection of screenplays and reference books on film, television and new media are also part of the collection.
INTERDISCIPLINARY PERSPECTIVES ON THE ENVIRONMENT RESOURCE CENTER

The IPE Resource Center, located in 555 Monnet Hall, contains course readings, plus a collection of books, videos, and other materials related to environmental issues in general.

INTEGRATIVE STUDIES

Foreign Service
Edward J. Perkins, Executive Director of International Programs Center, Adviser

Students seeking entry into the Foreign Service should obtain a good general education including courses in history, political science, economics, international relations, business, public administration, and foreign languages.

No specific major is required. In recent years, those entering the Foreign Service have had bachelor’s degrees or advanced degrees in international relations, economics, business administration, law, journalism, and many other fields. Keep in mind that competition for entry into the Foreign Service is extremely high, and the student should pursue an educational program which will lead to an alternative career.

Pre-law

No particular course of study is a prerequisite for admission to law school, although history or political science is the choice of many pre-law students. Law schools encourage prospective students to pursue their own interests in obtaining a broad background in their undergraduate programs. The student should develop precision and clarity in written and oral expression; obtain a critical understanding of human institutions and values; and develop the ability to think clearly, carefully, and independently. All of these skills and qualities can be obtained through a variety of educational programs at the undergraduate level.

Advice to pre-law students is available at www.ou.edu/cas/psc/pre-law.htm or in the Political Science department, 205 Dale Hall Tower.

Premedical Professions

James N. Thompson, Jr., David Ross Boyd Professor of Zoology William Ortiz-Leduc, Associate Professor of Botany/Microbiology

The Premedical Professions Office assists those students planning to enter one of the medical professions (primarily allopathic medicine, osteopathic medicine, dentistry, optometry, podiatry, and physician’s associate). Students interested in veterinary medicine are advised through the Zoology Advising Office. It is important that prospective premedical professions students confer with a premedical adviser as soon as possible after entering the University, since decisions made during the first enrollment can have a very significant effect on their progression through their preprofessional curriculum.

A point which must be emphasized is that a premedical professions curriculum does not constitute a major and does not lead to a bachelor’s degree. It is simply a combination of courses that provides the minimum preparation needed for admission to medical school. Acquisition of the bachelor’s degree will require selection of a major. Selection of a major should be made with the same degree of seriousness that would be given to selection of a primary career. Advising for premedical professions students is done cooperatively with the Premedical Professions Office and the major department.

Students who do not plan to earn a bachelor’s degree are likely to be limited in options available in professional training and opportunities at a later time.

LANGUAGE LEARNING CENTER

The Department of Modern Languages, Literatures and Linguistics is home to the computerized Language Learning Center, located in Kaufman Hall. Here students can utilize audio, video, and interactive computer tutorials for Arabic, Mandarin Chinese, French, German, Hebrew, Italian, Japanese, Portuguese, Russian, and Spanish languages and literatures. Placement exams are administered in the lab for French, German, Japanese, Russian, and Spanish. The language center’s Web site is mllab.ou.edu.

LIBRARY RESOURCES

In addition to the extensive collections housed in the Bizzell Memorial Library, Arts and Sciences students have access to two notable special collections, the History of Science and Western History collections, as well as two branch libraries and two special collections housed within departments.

The History of Science Collection documents the influence of pure and applied science on the course of western civilization. In the collection of more than 90,000 volumes are the first published editions of works important in the history of science, supplemented by later editions, initial secondary works, translations, journals and working copies.

The Western History Collections acquire materials on Oklahoma and Western history, North American Indians, the settlement of the West and related topics. The Western History Collections has extensive holdings of photographic materials, manuscript collections, oral histories, cartographic records and the University archives. Holdings include 75,000 books, over 12,000 cubic feet of manuscripts and 2,000,000 photographs.

There are two branch libraries in addition to the larger collections that house materials of importance to Arts and Sciences students. The Chemistry-Math Library, located in the Physical Sciences Center, contains a collection of approximately 80,000 books (including reference materials, periodicals, and monographs) and subscribes to more than 500 journals and continuing serials. The Physics Library, housed in Nielsen Hall, contains 28,000 books and subscribes to 170 journals for physics and astronomy majors. They also have full text access to additional journals.

The Department of Communication’s Kanter Political Communication Archives, housed in Burton Hall, holds the world’s largest library of videotaped political commercials with approximately 80,000 archived political commercials.

The Women’s Studies Library, housed in the Physical Sciences Center, includes over 1,400 books and numerous journals and articles that focus on women’s subjects.

NATIVE AMERICAN LANGUAGES PROGRAM

The College of Arts and Sciences, through the Department of Anthropology and the Native American Studies Program, promotes the teaching and preservation of Native American languages. Classes are taught in several languages by native speakers with training in linguistics. These languages satisfy both the College’s and the University’s language requirements.

OU OBSERVATORY

The observatory, operated by the Homer L. Dodge Department of Physics and Astronomy, offers free public lectures on astronomy as well as observatory viewing sessions using a 16-inch LX-200 telescope permanently mounted in a dome on campus.

SOCIETY FOR CINEMA AND MEDIA STUDIES

The Society for Cinema and Media Studies, an international professional organization composed of college and university faculty and graduate students, filmmakers, historians, critics, scholars, and others concerned with the study of the moving image, is hosted in the Film and Video Studies Program, located in Old Science Hall.

EDUCATION ABROAD

Success in today’s global community will depend on a student’s ability to share and use knowledge about culture, history, foreign languages, and world geography. An important and exciting way to bring this international dimension into studies and career planning is through the University of Oklahoma’s Study Abroad Program.

Arts and Sciences students in all majors have the opportunity to study abroad for a summer session, semester, or year while still earning credit toward their degree program. The University has 170 agreements of exchange with universities in 60 countries. Under these programs, students maintain their enrollment at OU and pay OU tuition and fees while studying at an accredited university overseas.

In general, students need a 2.50 grade point average to apply for an OU exchange program. Two letters of recommendation from OU faculty, an
essay, and a personal interview are also required. Deadlines are usually March 5 for summer and fall programs, and October 15 for spring programs.

Students may receive individual counseling for study abroad through the International Exchange Programs office. A browsing library, containing information on general travel abroad of interest to students as well as specific catalogs and fliers, is located there for student use. Should there be programs through other institutions that students are interested in, this office will also assist in coordination of enrollment.

Arts and Sciences students must consult with their academic counselor in the Academic Services office for determination of specific application of study abroad credits toward graduation. This should be done before enrollment.

For additional information on the current Study Abroad programs, contact the Education Abroad office, 211 Old Science Hall, (405) 325-1693, or refer to the “International Programs Center” chapter of this catalog.

UNDERGRADUATE RESEARCH

The college encourages its students to become active participants in research and scholarship. Some departments require a senior thesis, and all offer opportunities for research through independent study courses arranged with individual faculty or through the Honors College. Experience in research provides students with direct exposure to scholarly investigation in their disciplines, and often culminates in presentation of their results at regional and national meetings, or publication in scholarly journals.

Recognition of Academic Achievement

DEAN’S HONOR ROLL

The College of Arts and Sciences Honor Roll is compiled at the close of each fall and spring semester. It includes students who have completed at least 12 grade point hours and have earned an average of 3.50 or higher for the semester.

Students enrolled part-time for both the fall and spring semesters of an academic year will be included on the spring semester honor roll, provided that a 3.50 or better is earned for each semester on a minimum of six semester grade point hours with no withdrawals for either semester.

SCHOLARSHIPS AND AWARDS

Scholarships and awards are given annually to students who have achieved academic excellence. Among the many scholarships available only to Arts and Sciences majors are the College of Arts and Sciences Leadership Scholars awards, awarded to sophomores, juniors and seniors, and Phi Beta Kappa scholarships awarded to juniors and seniors.

The prestigious Carl Albert Award is given annually to the Arts and Sciences senior who best demonstrates superior academic achievement, moral force of character, and the promise of future service to the state and nation. Each year, the college also awards four outstanding students, each student representing one of the college’s four divisions: natural sciences, humanities, social sciences, and professional programs.

The College of Arts and Sciences offers approximately 150 scholarships annually through the dean's office and many other scholarships through its various departments and schools. Students should consult the college's website (www.ou.edu/cas) or the University's publication A Guide to Scholarships and Financial Aid for further information. The Guide is available on the Financial Aid office's website (www.ou.edu/financialaid).

PHI BETA KAPPA

Phi Beta Kappa, the nation’s oldest college honor society, was founded at the College of William and Mary in 1776. Alpha Chapter of the University of Oklahoma was chartered in 1920. Membership in Phi Beta Kappa is open by invitation only to juniors and seniors in the College of Arts and Sciences, the Gaylord College of Journalism, and a limited number of other programs.

Juniors and seniors with distinguished academic records are elected in March/April of each year. Students who graduate at the end of the summer session or fall semester are eligible for election the following spring. For additional information about the University's Phi Beta Kappa chapter, contact the College of Arts and Sciences Academic Services office, or visit the Phi Beta Kappa website at www.ou.edu/pbk.

COLLEGE HONORARY ORGANIZATIONS

Several of the departments and schools within the College of Arts and Sciences participate in national honorary societies, and others have established University of Oklahoma honorary organizations. Students should check with their major department for this information.

Undergraduate Study

Student Responsibilities

It is the student’s responsibility to make decisions during undergraduate study that ensure academic success and timely graduation. To make such important decisions, it is crucial that students know and understand the following:

- All requirements for admission to and completion of the degree program.
- The rules and regulations that govern enrollment and graduation.
- University deadlines.
- University policies and procedures.
- Availability of required courses to complete the degree.
- Where and when to go for help.

The University provides a number of resources for students to help them meet their academic responsibilities successfully. These include:

- Informational publications such as this catalog, A Guide to Scholarships and Financial Aid, and degree requirement checklists;
- The College Web site: www.ou.edu/cas;
- Academic counselors in the Academic Services office;
- Student Success Seminars, which help develop or improve the skills needed for meeting academic potential;
- Peer tutors for assistance with many of the lower-division courses;
- The Writing Center, which is available to students seeking assistance with writing assignments; and
- Faculty, who teach, advise, and later write letters of recommendation for students.

It is the student’s responsibility to seek out and make use of the resources provided by the University.

Undergraduate students who experience academic difficulty are strongly encouraged to use the appropriate academic support services provided by the University. Students who have questions about these services should consult their academic counselor in the Academic Services office.

Students who need help with coursework beyond the help available from peer tutors or the instructor may wish to consult with the department offering the course to inquire about the availability of other tutors. Most departments maintain a list of tutors, primarily graduate students within the department. These tutors provide services for a fee arranged between the student and the tutor.

Admission to the College of Arts and Sciences

The minimum requirements for admission to the College are:
1. A declared Arts and Sciences major;
2. At least a 2.00 (C) combined retention grade point average on all college-level work attempted; and
3. At least 24 semester credit hours of earned college-level credit.

Some major programs (Social Work, Health and Exercise Science, and the B.S. in Psychology) have admission requirements beyond the minimums set by the College.

The freshman year at the University of Oklahoma is spent in University College, which is not a degree- recommending college. University College provides an advisory system for freshmen and assists students in choosing a major. University College students are invited to visit the Academic Services office and the departments in which they have an interest. Transfer to the College of Arts and Sciences from University College is automatic upon completion of the minimum requirements for admission listed above.
Advising Services
The College provides advising services to all undergraduate majors through faculty and professional staff advisers in the major departments and through the Academic Services office.

FACULTY ADVISERS
The College of Arts and Sciences requires all undergraduate majors to meet with their faculty or professional staff adviser in their major department prior to each enrollment.

The Arts and Sciences faculty and professional staff advisers have special expertise in degree program planning, due to their knowledge of the discipline, courses, methods of teaching, and special opportunities available through the major departments. In addition, they can provide information about potential careers and assist with plans for graduate study. Students should contact their major department for information concerning their faculty or professional staff adviser.

ACADEMIC SERVICES
Joyce Allman, Ph.D., Assistant Dean
Jodie Daffer, Academic Counselor
Deborah Gray, Academic Counselor
Tracy Holloway, Academic Counselor
Jodi Hubbel, Academic Counselor
Kathy Martin, Academic Counselor
Malissa McCracken, Academic Counselor
Michele Nabonne, Senior Academic Counselor
Phone: (405) 325-4411; Fax: (405) 325-7429

The Cal Hobson Academic Services office of the College of Arts and Sciences is located in 124 Ellison Hall. Academic counselors in this office are knowledgeable about programs offered by the College. They assist students with choice of major, transcript evaluation, enrollment, graduation requirements, graduation certification, minors, and any problems of an academic nature. Counselors are available throughout the year. Students may schedule appointments with their counselor at http://advise.ou.edu.

Students who have earned at least 90 credit hours (earned hours plus current enrollment) should schedule an appointment with an academic counselor in the Academic Services office to determine the remaining requirements for graduation (“degree check”).

Seniors must consult with their academic counselor prior to the beginning of their final semester or term to ensure that their final enrollment will complete all remaining graduation requirements. In order to graduate seniors must also complete a graduation application form and turn it in to the Office of Academic Records during their final term of enrollment prior to published deadlines.

TRANSFER STUDENTS
The College of Arts and Sciences welcomes students who wish to transfer from other colleges or universities. Transfer students who have completed at least 24 semester credit hours will be admitted directly into the College of Arts and Sciences if they meet the University's admission requirements. Transfer students who have earned fewer than 24 semester credit hours will be admitted to University College.

The Office of Admissions will determine acceptance of credits from the transferring institutions. The College of Arts and Sciences will determine how the credits apply toward the requirements for an Arts and Sciences degree. All new transfer students who are directly admitted to the College of Arts and Sciences must meet with an academic counselor in the College’s Academic Services office prior to their first enrollment at the University of Oklahoma.

Transfer students should pay particular attention to the following requirements for graduation from the University of Oklahoma:
1. At least 60 semester credit hours must be earned at accredited senior (4-year) institutions.
2. At least 48 semester hours of upper-division credit (courses numbered 3000 or above) must be earned. Transfer work is counted as lower-division or upper-division depending on the level at which it was offered at the institution where it was earned. Two-year college work is accepted only as lower-division credit.
3. Residency: this is defined as coursework taken at the University of Oklahoma, excluding correspondence courses.
   a. A minimum of 30 semester credit hours applied toward the degree must be earned in residence at the University of Oklahoma.
   b. At least 15 of the final 30 hours applied toward the degree or at least 50 percent of the hours required by the institution in the major field must be satisfactorily completed at the University of Oklahoma.
   c. At least 15 semester hours of upper-division major credit applied to the degree must be earned in residence at the University of Oklahoma.
   d. Credit transferred from other institutions and credit earned through OU correspondence courses is non-resident credit. Credit earned by examination is considered neither resident nor non-resident for the purposes of these calculations.
   e. Capstone courses must be taken through the University of Oklahoma unless a substitution is approved by the academic department awarding the degree.

CHANGE OF MAJOR/COLLEGE
A student who wishes to change major fields within the College of Arts and Sciences must fill out a Change of Major Form in the Academic Services office. The form also is available online at the college’s web site, www.ou.edu/cas. When completed, the form must be submitted in person or by fax (405-325-7429) to the Academic Services office. The student should then schedule an advisement session with a faculty or professional staff adviser in the department of the new major.

A student who wishes to transfer out of the College of Arts and Sciences to another college on the Norman campus must fill out a Change of College Form in the Academic Services office.

Enrollment Information

ADVISEMENT
All students registered in the College of Arts and Sciences must be advised by a faculty adviser or a professional staff adviser in the major department prior to each enrollment. The steps for enrollment are as follows:
1. The student should first meet with a major department faculty or professional staff adviser to determine which courses will be taken in the upcoming semester or session. The adviser will create a record of the advising session and give the student electronic permission to enroll, thus allowing the student access to complete online enrollment.
2. The student will then enroll in courses through online enrollment at the time of his/her designated enrollment window. For specific online enrollment information, contact the Office of Enrollment Services.
3. If a student has a College STOP on his/her enrollment, the student must contact the College of Arts and Sciences Academic Services office.
4. If the student has other stops on his/her enrollment, such as Bursar's or Housing stops, the student needs to contact the appropriate office to discuss the circumstances for the stop.

Students are strongly encouraged to take advantage of early registration periods in November (for the Spring semester) and in April (for the Summer session and the Fall semester). Courses fill quickly, and students who delay enrollment will find their course selections very limited.

INTERSESSION ENROLLMENT
Intersession allows students to earn credit between academic terms. Students who wish to enroll in May, August, or December Intersession may register online. Although it is always recommended, students are not required to meet with an adviser prior to enrolling in an Intersession course.
CREDIT HOUR REGULATIONS
The maximum course load in a semester is 19 hours during a regular semester and nine hours in the summer term. A student who has established a strong academic record may request to exceed the maximum enrollment hours by petition to the dean through the Academic Services office.

CHANGE OF ENROLLMENT
Deadlines for enrollment, adding a course, and dropping a course are published by the University (http://admissions.ou.edu/calendar.html). It is the student’s responsibility to meet deadlines set by the University for changing an enrollment.

PASS/NO PASS ENROLLMENT
Students have the option of taking a course Pass/No Pass (P/NP). To prevent possible bias in grading, the student’s choice of the P/NP option will not be made known to the instructor who will assign the letter grade. The final P/NP grade will be assigned automatically, by computer, on the basis of the letter grade reported by the professor. The grade of P is assigned to a course in which the student earned the equivalent of a C or better. The grade NP is assigned to a course in which the student earned a D or an F. No credit is given for a course graded NP. Courses graded P/NP are not calculated into the student’s grade point average.

There are three very important restrictions to Pass/No Pass enrollment in the College of Arts and Sciences:
1. A student may enroll in a maximum of 16 hours of courses under the P/NP option throughout their academic career.
2. A student may not use the P/NP option for courses taken to satisfy University General Education requirements, Arts and Sciences College requirements, major credit courses, major support requirements, or minor requirements. Only courses used to fulfill free electives may be taken under the Pass/No Pass option.
3. A student may change registration in any course from the P/NP option to a regular graded status (or vice versa) only during the first two weeks of a semester or the first week of a regular summer session.

GOOD STANDING/ENROLLMENT CONTRACT
Good standing in the College of Arts and Sciences requires the following:
- A 2.00 combined retention grade point average (University of Oklahoma and transfer work combined), and
- A 2.00 University of Oklahoma retention grade point average.

Students not meeting one or both of these requirements will be placed on enrollment contract status and must meet specific conditions established by the assistant dean in the Academic Services office. Failure to meet these conditions will result in denial of enrollment privileges in the College.

Students who have been denied enrollment privileges in the College of Arts and Sciences due to poor academic work should contact the Center for Student Advancement (311 Old Science Hall, 325-2574). Professional counselors in the Center will assist students in determining their options for continuing their educational pursuits.

If at any time during a semester the scholastic standing or attendance in any class of a student on enrollment contract is deemed unsatisfactory, the Dean of the College of Arts and Sciences may recommend to the University Registrar that the student be withdrawn from the University.

Academic Forgiveness Policy
The Academic Forgiveness Policy, instituted by the Oklahoma State Regents for Higher Education, allows students, under certain circumstances, to have courses removed from the calculation of the retention grade point average. It consists of two components: the repeat policy and the reprieve policy. These are described in the Academic Standards section of this catalog.

Students should contact the assistant dean in the Academic Services office for instructions concerning the process of requesting academic forgiveness.

Graduation Requirements
Rules, Regulations, and Requirements for Undergraduate Programs
The responsibility for meeting graduation requirements lies with the student.

The requirements for graduation from the College of Arts and Sciences are listed on the next several pages. The requirements for a specific degree come from four separate sources: (1) the Oklahoma State Regents for Higher Education; (2) the faculty of the University of Oklahoma; (3) the faculty of the College of Arts and Sciences; and (4) the faculty of a school or department, or the faculty committee administering a special curriculum.

Degree programs normally have four components:
- University-Wide General Education requirements,
- Arts and Sciences College requirements,
- Major requirements, and
- Free electives.

The specific requirements for majors and minors are listed in the Academic Units section of this catalog and on the degree requirement checklists for each program. Degree checklists are available from the Academic Services office or the College’s website (www.ou.edu/cas).

Certification of completion of graduation requirements is the responsibility of the Academic Services office. If grades for the last term of enrollment prior to the planned date of graduation are not adequate for degree completion, students should immediately contact their academic counselor in this office. The counselor will assist the student in establishing another graduation date.

Graduation Grade Point Average Requirements
The College of Arts and Sciences requires a minimum ‘C’ (2.00) average in each of the following areas:
1. Students must earn a minimum of a 2.00 combined retention grade point average (University of Oklahoma and transfer work combined).
2. Students must earn a minimum of a 2.00 retention grade point average on all University of Oklahoma coursework.
3. Students must earn a minimum of a 2.00 retention grade point average in all major credit courses (University of Oklahoma and transfer work combined), and a 2.00 retention grade point average in major credit courses taken at the University of Oklahoma. Some schools and departments in the College of Arts and Sciences have established additional higher grade point requirements for their students. Please refer to the Academic Units section of this catalog for detailed information.

TEN-YEAR LIMITATION RULES
A student in the College of Arts and Sciences may elect to follow the degree requirements that were in place at the time of the student’s first enrollment in the Oklahoma State System for Higher Education (excluding high school concurrent enrollment) or exercise the option to update to the most current degree requirements. Those who elect to follow requirements in place at the time of their first enrollment in the Oklahoma State System for Higher Education must complete the requirements within a maximum of 10 calendar years from the date of that enrollment. If the work for a degree covers a period longer than 10 years, the student must update to the most current degree program requirements.

Credit in a student’s major that is more than 10 years old may not be applied toward a bachelor’s degree unless it is validated by the major department, or each individual department if the major is interdisciplinary.

CREDIT HOUR REGULATIONS
Please read this section carefully. Each of the following credit hour regulations must be satisfied to earn a bachelor’s degree from the
College of Arts and Sciences. Refer to individual degree program check sheets for specific requirements.

1. A minimum of 120 semester credit hours applicable towards an Arts and Sciences degree must be earned, excluding physical education activity courses.

2. A minimum of 80 semester credit hours must be earned in liberal arts and sciences courses for a Bachelor of Arts degree. A minimum of 55 semester credit hours must be earned in liberal arts and sciences courses for a Bachelor of Science degree. "Liberal arts & sciences courses" are defined by the State Regents as courses in the humanities; social and behavioral sciences; communication; natural and life sciences; mathematics; and the history, literature and theory of the fine arts (music, art, drama, and dance). This excludes fine arts courses that focus primarily on performance techniques or involve mostly studio work.

3. A minimum of 60 semester credit hours must be earned at accredited senior (4-year) institutions, excluding physical education activity courses.

4. A minimum of 48 semester hours of upper-division credit (courses numbered 3000 and above) must be earned at accredited senior institutions. Transfer work is counted as lower-division or upper-division depending on the level at which it was offered at the institution where it was earned. Two-year college work is accepted only as lower-division credit.

5. A minimum of 30 semester credit hours must be earned in the major, including a minimum of 15 semester credit hours at the upper-division level.

6. Residency: this is defined as coursework taken at the University of Oklahoma, excluding correspondence courses.
   a. A minimum of 30 semester credit hours applied toward the degree must be earned in residence at the University of Oklahoma.
   b. At least 15 of the final 30 semester hours applied toward the degree or at least 50 percent of the hours required by the institution in the major field must be satisfactorily completed at the University of Oklahoma.
   c. At least 15 semester hours of upper-division major credit applied to the degree must be earned in residence at the University of Oklahoma. A student must be listed as a College of Arts and Sciences student at the time of graduation.
   d. Credit transferred from other institutions and credit earned through OU correspondence courses is non-resident. Credit earned by examination is considered neither resident nor non-resident for the purposes of these calculations.
   e. Capstone courses must be taken through the University of Oklahoma unless a substitution is approved by the academic department awarding the degree.
   f. No more than 16 semester credit hours earned under the Pass/No Pass option will apply toward the degree. Refer to the College of Arts and Sciences section on P/NP Enrollment.
   g. No more than 16 semester credit hours of basic skills and/or applied technology courses will be counted as part of the minimum 120 semester credit hours required for graduation. Examples of courses considered as skills and technological courses are college orientation courses; courses in applied music; music education; music, art, drama, and dance technique; aviation courses; military courses (Aerospace, Naval Science, Military Sciences, military in-service experience), and applied technology courses normally offered as part of an Associate of Applied Arts or Associate of Applied Sciences program or technical school program. A maximum of two credit hours of basic military training may be counted toward the degree. Consult your College academic counselor for information.
   h. No more than 12 semester credit hours earned in all individualized study courses, e.g., Independent Study and Directed Readings, but excluding Honors Reading and Honors Research, will be counted as part of the minimum 120 semester credit hours required for graduation.
   i. No courses may be repeated for credit unless specified "repeatable for credit" in the course description of this catalog or the University's course inventory. Refer to the course description for the number of times or hours a course can be repeated.

11. Students recommended for the bachelor's degree must achieve a grade point average of 2.0 as a minimum on all coursework attempted, excluding any courses repeated or re-prieved as detailed in the State Regents' Grading Policy and excluding physical education activity courses.

UNIVERSITY-WIDE GENERAL EDUCATION REQUIREMENTS

All bachelor's degrees offered by the College of Arts and Sciences include the following minimum general education requirements:

Courses for fulfillment of these requirements must be chosen from the University-Wide General Education Approved Course List, published by the University (admissions.ou.edu/gened.htm).

Core Area I: Symbolic and Oral Communication (9–19 hours, 3–5 courses):
   a. English Composition (6 hours, 2 courses),
   b. Foreign Language (met with the College requirement),
   c. Mathematics (3 hours, 1 course),
   d. Other (may be used when additional credit hours are needed to bring the total hours completed to 40. Approved courses in this area include communication, logic, and public speaking).

Core Area II: Natural Science (met with the College requirement)

Core Area III: Social Science (6 hours, 2 courses); U.S. Government, plus one additional social sciences course chosen from the approved list.

Core Area IV: Humanities (12 hours, 4 courses):
   a. Understanding Artistic Forms (3 hours, 1 course),
   b. Western Civilization and Culture (6 hours, 2 courses),
   c. Non-Western Culture (3 hours, 1 course).

Core Area V: Senior Capstone Experience (3 hours, 1 course).

In addition to the Senior Capstone Experience, students must take at least one upper-division General Education approved course outside the student’s major.

ARTS AND SCIENCES COLLEGE REQUIREMENTS

Courses for fulfillment of these requirements must be chosen from the University-Wide General Education Approved Course List published by the University (www.ou.edu/admrec/gened.htm).

All bachelor’s degrees offered by the College of Arts and Sciences require the following minimum College requirements:

I. Science (7 hours, 2 courses, consisting of one biological science and one physical science course. One of the courses must include a laboratory.)

II. Foreign Language (0–13 hours. One course at the intermediate level or demonstrated competency at that level. Students may need to complete one or two courses at the introductory level prior to enrolling in an intermediate course. Language courses transferred from another institution must be equated to an OU intermediate-level course or evaluated by OU. Competency at the intermediate level will also fulfill the General Education Foreign Language requirement.)

III. Additional Core IV Humanities courses (6 upper-division hours, 2 courses at the 3000-level or above. Must be outside the major and selected from approved courses in Understanding Artistic Forms, Western Civilization and Culture, or Non-Western Culture.)

APPLICATION FOR GRADUATION

Students are responsible for filing an official graduation application during their final semester. Graduation applications are available in the Hobson Arts and Sciences Academic Services Center, 124 Ellison Hall. Failure to file the graduation application will result in the student not being eligible for graduation during that semester or term. Those students who plan to graduate in the fall are strongly encouraged to apply for graduation before November 1; those finishing in the spring before March 1; and those finishing in the summer before July 1. In addition to completing all academic requirements for the undergraduate degree, students must also pay all tuition and fees before the degree can be conferred. Students who complete all academic requirements but fail to pay tuition and fees before the beginning of the following semester or session will have the original graduation date printed on their diploma, but only after all tuition and fees are paid.

DEGREE CHECK

Students who have earned 90 or more credit hours should schedule a degree check with their academic counselor in the Hobson Academic Services Center. At this appointment the counselor will review the student’s
Combined Curriculum

• Dentistry
• Medicine
• Osteopathic Medicine
• Veterinary Medicine

A student may qualify for the degree of Bachelor of Arts or Bachelor of Science at the end of his/her first year in an approved school of dentistry, medicine, osteopathic medicine, or veterinary medicine by fulfilling the requirements listed below. Items A-1 through A-4 must be completed prior to entering the professional school.

A. Combined Curriculum with the University of Oklahoma College of Medicine or College of Dentistry:
1. Complete at least 98 semester credit hours before entering the College of Medicine or College of Dentistry.
2. Earn at least 30 semester credit hours in residence at the University of Oklahoma.
3. Earn at least 15 semester credit hours of upper-division major credit courses at the University of Oklahoma.
4. Earn at least 15 of the last 30 semester credit hours before entering the College of Medicine or College of Dentistry in residence at the University of Oklahoma.
5. Complete all other degree requirements of the College including the University’s general education requirements, the Arts and Sciences College requirements, and all the major and major support requirements of a regular Arts and Sciences degree program.
6. Successfully complete the work of the first year in the College of Medicine or Dentistry.

B. Combined Curriculum with other Approved Schools of Medicine, Osteopathic Medicine, Dentistry, and Veterinary Medicine:
A student enrolled in a medical school approved by the Association of American Medical Colleges, in an Osteopathic Medical School approved by the American Osteopathic Association, in a dental school approved by the American Dental Association, or in a school of veterinary medicine approved by the American Veterinary Medical Association may receive the degree of Bachelor of Arts or Bachelor of Science upon the satisfactory completion of: Items A-2 through A-4 (above) and completion of at least 98 hours prior to entering the professional school and by satisfactory completion of the first year in the approved College of Dentistry, Medicine, Osteopathic Medicine or Veterinary Medicine.

Planned Program

DEGREES OFFERED
• Bachelor of Arts
• Bachelor of Science

Students seeking an educational experience that meets individual interests or needs may complete a Planned Program in lieu of an existing major. The program may be created in consultation with a faculty member or college-level academic counselor.

The Planned Program must be a coherent set of courses exploring some theme or topic. The program must include at least 36 hours of courses acceptable for major credit in the departments offering the courses, including a capstone class appropriate for the Planned Program. The program proposal should state in writing the courses to be included and must be approved by the Assistant Dean of Arts and Sciences.

The program proposal must be submitted to the Assistant Dean of the College of Arts and Sciences for preliminary approval, and then to the Dean of the College of Arts and Sciences for final approval and for designation of the appropriate degree to be awarded upon the successful completion of the program.

Because the planned program substitutes for only the major requirements, all other degree requirements of the College must be met. Students considering pursuing a planned program should consult a college-level counselor for advice on how to proceed.

Optional Opportunities

Combined Curriculum

Additional Bachelor’s Degrees

Additional bachelor’s degrees may be earned from the College of Arts and Sciences by satisfying specific requirements beyond those required for a first degree from the College. Students may earn degrees from the College concurrently, or students holding a bachelor's degree from the College of Arts and Sciences or another college within the University or from another institution may qualify for an additional (consecutive) degree. To earn an additional bachelor’s degree from the College of Arts and Sciences, a student must:
1. Choose a major different from that of the prior degree(s).
2. Satisfy all current requirements of the additional degree program.
3. Earn a minimum of 30 credit hours in Arts and Sciences courses not applied toward a previous degree, 24 of which must be upper-division.
4. Earn a minimum 2.00 average on all work attempted for the additional degree.
5. At least 15 of the last 30 hours applied toward the second degree must be completed in residence at the University of Oklahoma.
Credit-hour limitations set for the first bachelor’s degree from the College of Arts and Sciences will not be extended for an additional degree (i.e., if the college’s 12 independent study hours were applied to an earlier degree, no additional independent study may be taken).

Double Majors

Students may earn two majors as part of a single degree. Both majors must be completed within the College of Arts and Sciences prior to graduation. Only one degree will be awarded but the transcript will indicate both majors. The degree will be awarded when requirements for both majors are completed. Courses used to fulfill minor requirements may not be used toward either major. Students interested in a major outside the College of Arts and Sciences must pursue a second undergraduate degree.

Minors

The College of Arts and Sciences offers its students the option of declaring a minor subject. Minors are available in several departments and interdisciplinary programs in the college and the specific minor requirements are discussed in the section of the catalog describing the major programs offered by the college. Requirements also are available in the College of Arts and Sciences Academic Services office or on the college’s Web site at www.ou.edu/cas. Requirements include a minimum of 15 hours of courses acceptable for major credit, at least nine of which are upper-division hours. At least six credit hours must be earned in courses acceptable for resident credit by standards set forth by the College of Arts and Sciences, excluding transfer, correspondence, and examination (AP, CLEP, Advanced Standing) credit. Courses for the minor may not be taken Pass/No Pass. Courses used to fulfill minor requirements may not be used to fulfill the major requirements of a degree or the requirements of another minor. If the minor is officially declared, successfully completed, and noted on the graduation application, the student's transcript will so indicate at the time the bachelor's degree is recorded. The College of Arts and Sciences also offers minors to undergraduate students enrolled in other colleges within the University.
Following is a list of minors available at the time this catalog was published. For a more current list, consult the college web site at www.ou.edu/cas.
African and African-American Studies

Jeanette R. Davidson, Director
633 Elm Ave., Room 233
Norman, OK 73019-3120
(405) 325-2327
FAX: (405) 325-0842
Internet: http://www.ou.edu/cas/afam

Degree Offered
• Bachelor of Arts

Undergraduate Study
The African and African-American Studies (AFAM) program provides students with the opportunity to engage in the scholarly and academic study of the African-American experience, using the study of Africa as a starting point. This interdisciplinary program is intended to help students develop understanding, perceptions, and attitudes for living more successfully in the increasingly multicultural world. The African and African-American Studies program helps prepare students for employment in many different settings.

MAJOR
In order to earn a major in AFAM, the student must successfully complete a minimum of 36 credit hours. The following core courses are specifically required for the major:
• AFAM 2003, Introduction to African and African-American Studies;
• AFAM 2113, Africa and the Diaspora;
• HIST 2033, African-American History to 1865; or, HIST 2043, African-American History since 1865;
• AFAM 3513, Research Methods, or alternative research course as approved by Program Director
• AFAM 4003, Senior Seminar in African and African-American Studies (Capstone).

The student must also complete one course from each of the following three major groups: Historical Issues, Contemporary Social Issues, and Aesthetics.

The student must then complete 12 credit hours of upper-division courses in AFAM, or nine credit hours in upper-division courses approved by the Program Director.

AFAM offers a wide selection of course from which the student can choose. Additionally, AFAM allows the student to participate in Independent Study (AFAM 4990) under the guidance of faculty from AFAM. The hours vary and may influence the work load and activities of the Independent Study (AFAM 4990). Students are limited to a maximum of six hours of credit for Independent Study (AFAM 4990).
Department of Anthropology

Patricia A. Gilman, Chair
Don G. Wyckoff, Graduate Liaison

521 Dale Hall Tower
Norman, OK 73019-2005

Phone: (405) 325-3261
Fax: (405) 325-7386
Internet: http://www.ou.edu/anthropology/
E-mail: anthro@ou.edu

Faculty Roster


Degrees Offered

• Bachelor of Arts
• Master of Arts
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. Please refer to the Graduate College section of this catalog for general information on graduate programs.

General Information

Anthropology is the holistic study of human beings, including the biological and cultural aspects of people in all times and all places. The four parts of anthropology are biological anthropology, archaeology, linguistics, and sociocultural anthropology. The Department of Anthropology focuses on the archaeology and biological anthropology, linguistics, and sociocultural anthropology of Native America, but we also have strengths in Latin America, the Caribbean, Africa, and the Pacific Islands. We are the only anthropology department in the state system of higher education.

An undergraduate degree in anthropology at the University of Oklahoma requires at least two courses in each of the four subfields, as well as course requirements in research methods, resulting in a well-rounded understanding of people in this country and around the world, both past and present. The department sponsors fieldwork opportunities and is active in the Undergraduate Research Opportunities Program and the Honors College, so that undergraduates who so desire can obtain actual experience in anthropology. We maintain close ties with the Oklahoma Archaeological Survey and the Sam Noble Oklahoma Museum of Natural History, and we encourage international study to augment these opportunities.

Undergraduate Study

A major in anthropology provides a broad understanding of human beings and a central part of a liberal arts education. It also is the basis for obtaining certain kinds of jobs in archaeology, museums, or the human resources sector, as well as for graduate study in anthropology or other social science fields.

The undergraduate major requires a minimum of 36 hours of coursework in anthropology. There are specific courses that all majors must take (ANTH 1113, 2113, 2243, 2303, 2503, 4113), and students also must choose one course from each of the following categories:

- Archaeology: 3503, 3803, 3883, 4173, 4413, 4813, 4833, 4853, 4863.
- Sociocultural Anthropology: 3043, 3143, 3263, 3423, 4143, 4163, 4433, 4623, 4903.
- Linguistics: 2733, 3033, 3053, 3063, 3353, 4033, 4330, 4483, 4550.
- Biological Anthropology: 4553, 4923, 4933, 4943.
- North American and Area Studies: 3333, 3453, 3553, 3713, 3743, 3843, 3893, 4103, 4303, 4533, 4633, 4653, 4663, 4673, 4693, 4873.
- Research Analysis: 3930, 4003, 4253, 4713, 4763, 4793, 4973.

Students may also take elective anthropology courses, Native American languages, fieldwork or internships, Honors Reading and Research, and independent study.

MINORS

Students who are majoring in other subjects may complete a minor in anthropology. An anthropology minor consists of 15 hours of coursework including ANTH1113, General Anthropology. At least nine hours must be in upper-division courses.

Graduate Study

The Department of Anthropology offers both M.A. and Ph.D. degrees in anthropology, and an M.A. in linguistic anthropology. The department’s geographical area of emphasis is on the Americas.

Because of its location in a state with 38 federally recognized tribes, important archaeological sites and museum collections, and many nationally prominent anthropological research facilities, graduate study at the University of Oklahoma offers unique educational opportunities. The department has a concentration of specialists in Native America. The department recognizes the historical relationship of anthropology to other areas of the world and to other peoples, and we also have faculty with such research interests. Paralleling our focus on Native America are those of faculty in the departments, colleges, and programs of art history, English, geography, health sciences, history, linguistics, and Native American studies. Faculty in the department have helped Oklahoma tribes design and implement studies that include health care, native language education, ethnomedicine, federal recognition, genealogy, historical anthropology, politics, sociolinguistics, oral history, tribal histories and archives, and tribal cultural studies programs. We offer language courses in Cherokee, Cheyenne, Chocotaw, Creek/Seminole, and Kiowa, with native speakers as instructors. The department and the affiliated Oklahoma Archeological Survey support several on-going archaeological research projects in Oklahoma and Kansas, the North American Southwest and Southeast, and northern Mexico. The projects include the earliest settlers in the New World, Paleolithic, Archaic, formative village agriculturalists, hierarchical societies, and historic peoples.

UNIQUE RESEARCH OPPORTUNITIES

- Museum collections at the Sam Noble Oklahoma Museum of Natural History, the Fred Jones Museum of Art, and the Gilcrease Museum in Tulsa.
- The Oklahoma Archeological Survey, a state agency housed at the University of Oklahoma, conducts archaeological research in the state of Oklahoma and offers field and laboratory opportunities for research.
- Archival collections at OU’s Western History Collection, the Oklahoma Historical Society, and the Regional Federal Archives.

ADMISSION

Students interested in the graduate program in anthropology can obtain information on the department by sending an e-mail to the Graduate Liaison or from the department’s Web page. Applications materials should be received by January 31st in order to be considered for financial support. Applications received after January 31st but before April 15th will be considered for admission to the graduate program but not for financial support. In addition to Graduate College requirements, the Department of
Anthropology requires a short (1-2 page) statement of goals, results of the Graduate Record Examination, and two letters of recommendation. Students applying to the Ph.D. program who have written an M.A. thesis may be requested to send a copy to the Graduate Liaison.

Students with a 3.00 or greater (on a 4.00 scale) grade point average in their last 60 hours of undergraduate work can be considered for full admission to the program. Special financial incentives may be available for students with excellent potential.

PREREQUISITES FOR FULL GRADUATE STANDING

Students interested in admission to the graduate program in anthropology should demonstrate a serious interest in anthropology. Degree holders with a major or minor in anthropology are most likely to be best prepared for graduate study. Those with a degree in another discipline should discuss any background preparation for graduate study in anthropology in their statement of purpose.

MASTER OF ARTS DEGREE

The master’s program provides a broad, generalized knowledge of anthropology, along with specialization in one of the four fields. A master’s student will take a core course in each of the four fields and will concentrate the elective coursework in any one of those fields.

In addition to writing a thesis, an M.A. student will enroll in four core courses (5223, 5363, 6633, and 6713) and must earn a grade of B or higher in each course. Additionally each student will complete 14 credit hours of electives selected in consultation with their adviser and committee. Additional detailed information may be obtained from the Graduate Liaison.

MASTER OF APPLIED LINGUISTIC ANTHROPOLOGY DEGREE

The Master of Applied Linguistic Anthropology degree is devoted to the preservation of the world’s endangered languages, with the hope that careful documentation — coupled with community-based educational programs — will one day reverse the devastating effects of language loss throughout much of the world today. It is imperative that we train a new generation of scholars to continue the documentation of endangered languages throughout the world. Yet, because the future of a language ultimately rests with its speakers, it is equally important that we prepare our students to promote community-based educational programs aimed at revitalizing native languages at the community level.

In addition to writing a thesis, a student in this degree program will enroll in two core courses (ANTH 5223, 5363) and must earn a grade of B or higher in each course. As well, students will take 15 hours of graduate linguistic anthropology courses (5013, 5623, 5633, 5613, 6590) and five hours of guided electives selected in consultation with their advisors and committees. Detailed information may be obtained from the Graduate Liaison.

DOCTOR OF PHILOSOPHY DEGREE

In the Ph.D. program the student is required to have a broad knowledge of the four fields of anthropology, supported by at least a core course in each, and to have both theoretical and methodological background in their chosen field.

The Ph.D. requires 90 credit hours, 30 of which are earned toward completion of a dissertation. Up to 30 credit hours from an M.A. program may be applied to the remaining 60 hours. The Ph.D. student’s advisory committee will determine which courses, including core courses, may be used toward the 90 hours and will define the plan of study. Each doctoral student will complete a General Examination and dissertation defense. Detailed information is available from the Graduate Liaison.
Career Options
A variety of careers is available to persons with degrees in botany or microbiology. Employment may be with biological supply houses, pharmaceutical companies, industries, state and federal agencies and research institutes. Microbiologists in the medical fields are frequently employed in clinical, diagnostic laboratories and medical research institutes. Increasing employment opportunities are becoming available in the biotechnology industry for persons trained in either botany or microbiology.

Scholarships and Financial Aid
The department has scholarships and assistantships available for academically outstanding students. Individuals with a 3.00 grade point average must apply or be recommended for the scholarships by April 1. Undergraduates must have completed their sophomore year of study to be considered. Details can be obtained from the chair of the department.

Undergraduate Study

AREAS OF CONCENTRATION
Majors in the Department of Botany and Microbiology may choose to concentrate in one of the following areas appropriate to the major program; however, specific information about the area of concentration will not be reflected on the transcript.

- Botany — Plant Anatomy and Morphology, Plant Ecology, Plant Physiology, Plant Cell Tissue Culture, Plant Population Biology, Plant Taxonomy and Systematics, Ultrastructural Morphology, Molecular Biology, Interdisciplinary Molecular Biology, Environmental Toxicology, Plant Molecular Biology
- Microbiology — Environmental Microbiology, Industrial Microbiology, Medical Microbiology, Microbial Ecology, Microbial Genetics, Microbial Physiology, Microbial Systematics, Molecular Biology, Functional Genomics, Geo-Microbiology.

Bachelor of Science (Standard Degree)
This degree program is designed for students with a liberal arts orientation who wish to emphasize microbiology. The program ensures that each student receives a general understanding of the basic areas in microbiology, and acquires adequate training in the supporting disciplines, but retains an adequate number of electives to permit a liberal arts degree. Sufficient latitude is provided enabling the student and adviser to plan a specific program tailored to the career and educational goals of the student. The requirements are listed below.

A total of 30 hours of major work in microbiology is required. These courses must be included: 3812, 3813, 4823, 4843, 4853, 4893 or 4950, and two of the following: 4813, 4873 or CHEM 3753. Additional requirements are Botany 1114, or Zoology 1114 and Zoology 1121, one year of physics (2414 and 2424 or equivalent), and Physics laboratory 1311 and 1321; Chemistry 1315 and 1415, a year of organic chemistry with laboratory; a course in quantitative analysis or physical chemistry with laboratory; a course in biochemistry with laboratory; Mathematics 1743 and a course in statistics (Economics 2843, Psychology 2113, or Political Science 3123). Recommended electives include cell biology, history or philosophy of science, logic, geology or physical geology, computer science, genetics and management or finance.

Majors in botany and microbiology must present a grade of C or better in each course presented for major credit and in the required supporting courses.

Minors

MINOR IN BOTANY
Students majoring in other subjects may satisfy the minor requirements in botany by completing 15 hours of botany including no more than one 1000-level course and one 2000-level course; nine hours must be upper-division.

Students planning to teach science in secondary schools should follow the teacher certification (science) program. For details consult an adviser in the Student Academic Services office.

MINOR IN MICROBIOLOGY
Students majoring in other subjects may satisfy the minor requirement in microbiology by completing 15 hours of microbiology including Microbiology 3812, 3813, and 4833 or 4843. Additional courses required as prerequisites are Botany 1114 or Zoology 1114, Chemistry 1315 and 1415 or Chemistry 1425, and Chemistry 3013 or 3053. Additional prerequisites may be required for specific elective microbiology courses. A grade of C or better is required in all courses presented for credit to fulfill the minor.

Students planning to teach science in secondary schools should follow the teacher certification (science) program. For details consult an adviser in the Student Academic Services office.

Graduate Study

PROCEDURES FOR ADMISSION TO THE GRADUATE PROGRAM
Applicants for admission must submit an official transcript of all previous college or university work and three letters of recommendation. Submission of a report of verbal, quantitative and analytical scores from the Graduate Record Examination Aptitude Test (GRE) is required for admission into the microbiology program. The GRE exam is prepared by Educational Testing Service, Box 955, Princeton, NJ 08540. Information regarding times and places at which the examination may be taken may be
obtained from the University Counseling and Testing Services, or similar agencies on other college campuses. These scores are to be sent directly to the Department of Botany and Microbiology at the time of application.

Each entering botany graduate student will have an advisory conference with a member of the botany faculty during the first semester for evaluation of his or her educational objectives and previous coursework. The conference will permit the student and faculty advisers to determine levels of proficiency in the student’s major area.

All microbiology graduate students will have an advisory conference with a member of the microbiology faculty for the purpose of evaluating previous experience in microbiology. The conference will aid in advisement for enrollment of the student and will not affect admission to a graduate program. The conferences will be held during the week prior to the beginning of classes each semester.

Prerequisites for full graduate standing in botany include meeting the general requirements for the Graduate College and at least 16 hours of coursework in life sciences. Prerequisites for full graduate standing in microbiology include, in addition to meeting the general requirements of the Graduate College, the equivalent of one course in calculus; Physics 2414 and 2424; Chemistry 1315, 1415, 3053, 3153, and 3152; and 12 hours of undergraduate preparation in microbiology.

**MASTER OF SCIENCE DEGREE**

Candidates for the Master of Science in botany will be required to possess a well-balanced knowledge of the field of botany, to have mastered the technical methods in one or more areas and to have had experience in applying such methods to the solution of a problem. A thesis is required in a total program of 30 hours.

A student in this program will be assigned a committee with whom to meet for determining a program of coursework and research. Candidates for the Master’s degree in microbiology will be required to show mastery of subject matter in general microbiology, medical microbiology, molecular biology, immunology and microbial physiology. In all cases satisfactory completion of a thesis and oral examination covering this subject matter and defense of the thesis will be required.

A student working toward the Master of Science degree will be assigned a committee which will aid in designing the degree program.

**MASTER OF NATURAL SCIENCE DEGREE**

Students interested in teaching science in the secondary schools are referred to the degree of Master of Natural Science. To be admitted to the M.N.S. degree program, the applicant must hold a valid secondary school science teaching certificate. In addition, the applicant must have completed 50 semester hours of science or hold a degree in science.

**DOCTOR OF PHILOSOPHY DEGREE**

Work leading to the Ph.D. degree is offered in most areas of botany. The program requires a satisfactory demonstration of knowledge in three of the major areas of botany which include structural botany, systems ecology, physiology, genetics, and molecular biology. This proficiency will be determined by the dissertation advisory committee. The satisfactory completion and successful defense of original research as described in a dissertation is also required. Each student will, in consultation with the chairperson, select a dissertation advisory committee. A student must complete the general requirements of the Graduate College, appropriate research skills, and a minor in a related field with a minimum of six hours. Each student must attend and participate in a graduate seminar (BOT 5971). Approximately one-half of the last 60 hours should be in research, Botany 6980.

The Ph.D. degree in microbiology requires the successful completion of a dissertation and satisfactory demonstration of knowledge in the areas of general microbiology, including medical microbiology including immunology; molecular biology, including microbial genetics; microbial physiology, and functional genomics. A minimum of 30 hours of the last 60 must be taken in research (MBIO 6980). Each student must attend and participate in a graduate seminar (MBIO 5971). Testing of subject matter will be administered by the dissertation advisory committee.

Each student will be assigned a specific dissertation committee whose functions are to aid in designing the degree program, provide advice on the dissertation research and conduct the oral dissertation defense examination. Detailed information on graduate work may be obtained from the chairperson, Department of Botany and Microbiology, 770 Van Vleet Oval, Room 135, Norman, OK 73019-6131.

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**Department of Chemistry and Biochemistry**

George Richter-Addo, Chair
Ann West, Graduate Liaison

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**Faculty Roster**


**Degrees Offered**

- Bachelor of Science
- Bachelor of Science in Biochemistry
- Bachelor of Science in Chemistry
- Master of Science
- Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. Please refer to the Graduate College section of this catalog for general information on graduate programs.

**Programs for Academic Excellence**

As part of the University-wide Honors Program, the Department of Chemistry and Biochemistry offers special sections of General Chemistry and Organic Chemistry specifically designed for participants in the Honors College. Smaller class sizes allow students to receive more individualized attention.

**Opportunities for Undergraduate Research**

Students who show particular ability are strongly encouraged to undertake a research problem as early as possible. Research problems are available in all areas of chemistry (analytical, inorganic, organic, physical, biochemistry, and chemical education). The research is carried out under supervision of the faculty member who agrees to direct the student’s research.

**Special Facilities and Programs**

The Department of Chemistry and Biochemistry currently has an exchange program with the Department of Chemistry at the Technical University of Berlin. The program is open to chemistry majors in their junior or senior year. Students must have compiled a 3.25 grade point average and have had the equivalent of two years of college-level German.
Students are encouraged to participate in research in one of the many faculty groups. During the summer months each year, a Summer Undergraduate Research Fellowship Program is offered in which superior undergraduates spend 8-12 weeks in one research group. High scholastic aptitude and a commitment to continue on to graduate school in chemistry are requirements for acceptance into this program.

Scholarships and Financial Aid

Students majoring in chemistry are eligible to apply for any of the general scholarships awarded by the University Scholarship Committee. Further information and applications for the general scholarships and other financial aid, such as Educational Opportunity Grants, may be obtained from the University of Oklahoma Office of Financial Aid Services.

Undergraduate Study

Students majoring in chemistry receive instruction, including laboratory experience, in all areas of chemistry. This provides necessary background for postgraduate studies or employment in the chemical industry or research laboratories.

The Department of Chemistry and Biochemistry offers three programs leading to a degree in chemistry and/or biochemistry.

Candidates for these degrees must earn at least a C grade in each chemistry course presented for major credit.

Duplicate credit is not allowed in the following courses: 1415 and 1425; 3013 and 3053; 3012 and 3152; 3421 and 3451; 3423 and 3453. Courses 1315, 1415, 1425, 1614 and 4232 may not be counted as major work.

BACHELOR OF SCIENCE IN BIOCHEMISTRY

This program is generally pursued by students interested in biochemistry and/or in medical/life-sciences careers. Thirty-five hours beyond General Chemistry are required.

The required courses for this major are: 1315, 1415 or 1425, 3053, 3152, 3153, 3214, 3421, 3423, 3521, 3523, 3653, 3753, 4753, and 4913 or 4933; BOT/MBio/ZOO 4843; MATH 1823, 2423; and PHYS 2414, 2424 or 2514, 2524.

BACHELOR OF SCIENCE IN CHEMISTRY

This is the program pursued by students desiring the most comprehensive and complete undergraduate background in chemistry. Many such students pursue graduate studies in chemistry following graduation. This degree is fully accredited by the American Chemical Society. Thirty-nine hours beyond General Chemistry are required.

The following courses for this degree are: 1315, 1415 or 1425, 3053, 3152, 3153, 3214, 3421, 3423, 3521, 3523, 3653, 3753, 4023, 4033, 4333, 4444, and 4913 or 4923; MATH 1823, 2423; and PHYS 2514, 2524 (recommended) or 2414, 2424.

BACHELOR OF SCIENCE

This program is generally pursued by students interested in studying science from a more interdisciplinary perspective. A minimum of 31 hours beyond General Chemistry are required for this degree.

The required courses for this degree are: 1315, 1415 or 1425, 3053, 3152, 3153, 3214, 3421 and 3423 or 3451 and 3453; one course from 3753, 4033, or 4444; nine hours from 3523, 3521, 3653, 4023, 4333, 4753, CEE 4114, and GEOL 3154 or GEOL 4970; and 4913 or 4923; MATH 1823, 2423; and PHYS 2414, 2424, or 2514, 2524.

CHEMISTRY MINOR

Students majoring in other subjects may complete a minor in chemistry by completing 15 major credit hours of upper-division chemistry, of which no more than three credit hours may be independent study.

ADVISING

It is imperative for students considering a major in chemistry to contact the personnel in the Chemistry Advising Office (214 Chemistry Building Annex) so that an adviser can be assigned. Advisers work to ensure that students complete a program that meets their needs and are aware of career and graduate school opportunities. Advisers meet regularly with students.

Graduate Study

AREAS OF SPECIALIZATION

Students may specialize in one of the following major areas of chemistry: analytical, biological, inorganic, organic, physical and chemical education (or in any combination).

PREREQUISITES FOR FULL GRADUATE STANDING

Students who have satisfied the basic chemistry course requirements for a Bachelor of Science in Chemistry degree at the University of Oklahoma will have met the requirements for full graduate standing. Undergraduate majors from other institutions should meet departmental requirements as follows: the equivalent of courses 3053, 3152, 3153 (organic chemistry); 4023, 4033 (analytical chemistry); 3421, 3423, 3521, 3523 (physical chemistry) plus 4333 (inorganic chemistry). Deficiencies in these requirements may necessitate additional graduate coursework, and may increase the number of course credit hours required for an advanced degree.

SPECIAL REQUIREMENTS FOR GRADUATE STUDENTS

Proficiency examinations are given to all incoming graduate students during the University’s enrollment period at the beginning of the fall and spring semesters. There are five proficiency examinations, one each in the areas of biochemistry, inorganic, organic, analytical and physical chemistry. These examinations cover well-defined areas as outlined by the undergraduate chemistry courses and textbooks employed at major universities. It is extremely important that students realize the significance of these examinations, since they are used by the departmental Graduate Committee to ensure proper placement of each graduate student.

Master of Science Degree

The general requirements for the master’s degree in the Graduate College must be met. Within these limits the student works under the supervision of the research director, the graduate liaison, and the departmental Graduate Committee.

THESIS OPTION

Students interested in developing research capability in a particular area of chemistry and biochemistry usually select this option. If desired, students may take an interdisciplinary approach in their thesis. Minimum course requirements include completion of 15 credit hours in letter graded lecture courses at the 5000-6000 level in at least two of the five divisions.

NON-THESIS OPTION

This degree is generally selected by those students interested in obtaining an advanced degree in chemistry and biochemistry without research specialization. Minimum course requirements include completion of 21 credit hours in letter-graded lecture courses at the 5000-6000 level in at least three of the five divisions. A comprehensive oral examination is required.

Students who have passed the general examination for the Ph.D. degree may, on recommendation of the department, receive an M.S. degree (non-thesis option).
Master of Science (Chemical Education)
This degree deals with essential concepts in chemistry and effective methods and techniques for the teaching of these concepts. It is designed for the high school chemistry teacher working for an M.S. degree. The major course requirements include Chemistry 5013, 5023, 5033, 5203 and 5213, plus selected courses from the College of Education.

Doctor of Philosophy
The Ph.D. degree in chemistry and biochemistry is awarded for excellence in research scholarship. It signifies the attainment of independently acquired and comprehensive learning attesting to general professional competence.

Minimum course requirements for graduate degree candidates include the completion of a minimum of 21 credit hours in letter-graded lecture courses at the 5000 or 6000 level. At least nine credit hours must be taken in courses at the 5000 or 6000 level which are offered in two other divisions or departments outside of the student’s major division. If more than three hours of these general lecture course requirements are to be taken outside the Department of Chemistry and Biochemistry, approval must be given by both the Advisory Committee and the Graduate Committee. A minimum grade average of 3.00 (on a 4.00 scale) must be achieved for the first 21 credit hours taken which qualify as general lecture courses with no more than two grades below B allowed. Failure to meet these requirements will result in the student being terminated from the graduate program in chemistry and biochemistry. Students must also complete the specific courses required by their particular division.

Emphasis may be in one area or a combination of the areas of analytical, biochemistry, inorganic, organic, physical or chemical education. The student works under the general direction of the student’s major Professor and advisory committee. General examinations in the department consist of the writing and oral defense of a research proposition. Individual divisions within the department also have various additional requirements. Details on the requirements and general instructions to graduate students may be obtained from the Department of Chemistry and Biochemistry office, 208 Chemistry Building.

Department of Classics and Letters
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Faculty Roster
Professor Doty, Fears, Goble, E. Greene, Stanley; Associate Professor Catlin; Assistant Professor Huskey; Instructors Beck, Chambers, Hansen, Rich, Wagner, Walker-Esbaugh; Lecturer Masopust.

Degree Offered
• Bachelor of Arts
• Bachelor of Arts in Letters

General Information
The Classics program is one of the original programs at the University of Oklahoma. Its purpose is to acquaint students with the major languages, the chief literary figures, and the cultures of ancient Greece and Rome. In addition to their study of these ancient civilizations, Classics majors also learn about the important role that the Classical tradition has played in shaping the literature, arts and general culture of Western civilization. Current research in the area of Classical studies is emphasized, so that students may achieve a degree of proficiency in the methods used to uncover and study the past. Memberships in the American Academy in Rome, the American School of Classical Studies in Athens, and the Vergilian Society provide students with a wide range of opportunities for studying abroad. Students also have the opportunity to participate in archaeological excavations at various sites in the Mediterranean region under the auspices of the Center for the Study of Mediterranean Civilizations and Cultures, which is housed in the Department of Classics and Letters.

The Classics program offers students two degree options. In the first, students pursue the more traditional curriculum which emphasizes study in the languages. This option is primarily intended for students who plan to teach Classics at either the high school or college level, or who plan to enter the ministry. The second degree option emphasizes study of Classical antiquity and the Classical tradition. Students who pursue this option do the majority of their work in Classical Culture and related courses. This option is intended for students who plan to pursue careers in areas outside teaching, such as law, medicine, business, government, etc. The Classics faculty works closely with students and is experienced in advising those who wish to pursue non-academic vocations upon graduation.

In 1937 the School of Letters was organized in the College of Arts and Sciences to “provide guidance and systematic programs of instruction for students whose chief interest lies in the fields of ancient and modern language and literature, and closely allied subjects.” Today the Letters program offers superior students a carefully supervised and coordinated curriculum in the humanities leading to the degree of Bachelor of Arts in Letters. The program’s original purpose was to instill a deeper appreciation of their own culture through an exploration of the major movements of the Western civilization in which it was formed. By studying the important and characteristic achievements of the human mind from Greco-Roman antiquity to the modern era, students come to understand and appreciate the ideas and principles that form the basis of their own culture. This purpose has been expanded to include the study of other, non-Western civilizations and cultures.

The Letters degree is interdisciplinary. Majors take courses in the areas of History (History and the History of Science), Literature (Classics, English, Modern Languages and Literatures), Letters, and Philosophy. In addition, the major requires students to take supporting courses in an ancient and a modern language. The program is based upon the assumption that cultivated intelligence, good judgment, and artistic expression in speech and writing are desirable in and for themselves.

The Letters major provides an excellent preparation for advanced study in professional and graduate schools. Many Letters graduates have chosen to continue their studies in such fields as medicine, law, business, government, education, and the clergy.

Scholarships and Financial Aid
The Charles and Julie Daniels Study Abroad Scholarship has been established by Charles and Julie Daniels to provide financial assistance for Classics and Letters majors studying abroad.

The Jean Rhodes Herrick Scholarship has been established by the family, friends and former students of Jean Herrick, a long-time member of the Classics faculty, to honor an outstanding Classics major who plans to pursue a career in the teaching of Latin.

The Philip J. Nolan Scholarship in Classics and Letters has been established by the former students, colleagues and friends of Dr. Philip Jerome Nolan, who was Professor of Classics from 1953-1987, Director of the Letters Program from 1955-1978, and Chair of the Classics Department from 1959-1978. Two scholarships are awarded annually to outstanding senior undergraduate students majoring in Classics and Letters.
The Philip J. Nolan Scholarship Fund has been established by Marion and Dianne Bauman to honor the memory of Professor Philip J. Nolan by providing financial assistance for outstanding students majoring in Letters who have a financial need.

The Reid Phillips Memorial Scholarship has been established by the family of Letters alumnus, Reid Phillips, to provide financial assistance for outstanding students majoring in Letters.

The Oklahoma Classical League Scholarship has been established by the Oklahoma Classical League to honor a Classics major who was a member of the Junior Classical League while in high school.

The Mary Enod Williams Scholarship has been established by her son, Charles, to honor the memory of his mother, a long-time supporter of education in Oklahoma. This scholarship is awarded annually to an outstanding Classics or Letters major.

The Peggy Chambers Scholarship has been established by a Letters alumnus to honor Peggy Chambers for her excellence in teaching and advising. Two scholarships are awarded annually to juniors majoring in Letters.

All of the above mentioned scholarships are awarded on the basis of academic achievement and financial need. All students majoring in Classics and Letters are considered as applicants for these awards.

Undergraduate Study

Classics

Students majoring in Classics may choose a major concentration in classical culture, Greek, or Latin.

In order to fulfill the requirements of a major concentration in classical culture, students must earn 33 hours in courses in classical culture and related subjects including 27 hours numbered 3000 and above. A minimum of 27 hours in classical culture must be earned. Courses taken in related subjects must have prior approval of the Classics Department in order to be counted as major work. Students choosing the concentration in classical culture must also earn six hours of supporting coursework at the intermediate or upper-division level in Latin or Greek. Students may also substitute two additional upper-division Latin or Greek courses for two classical culture courses. Advanced Standing, Advanced Placement, CLEP, or similarly recognized credit for work prior to matriculating to the University may be counted toward satisfying the supporting course credit.

To fulfill the requirements of a major concentration in Latin or Greek, students must earn 30 hours of credit in one of the languages, including 24 hours of courses numbered 2000 and above (15 must be at the upper-division level). Six hours of Classical Culture courses may be substituted for six hours of Latin or Greek. Advanced Standing, Advanced Placement, CLEP, or similarly recognized credit for work prior to matriculating to the University may be counted toward the fulfillment of these requirements, up to a maximum of 16 credit hours.

Letters

A candidate for graduation with the degree of Bachelor of Arts in Letters must achieve a combined retention grade point average of 3.00 or better, computed on the basis of the last 90 hours. Students who meet all requirements of this program with the exception of the minimum grade average requirement may be graduated with the degree of Bachelor of Arts.

In addition to fulfilling the general requirements of the University and the College of Arts and Sciences, students must complete 36 semester hours of major credit courses in each of three areas: history (which may include history of science), literature (which includes work in Classics, English, and Modern Languages and Literatures), and philosophy (which may also include work in specified courses in political science, religious studies, and Native American Studies). Letters courses, depending on their content, may count in any of the areas. Students must earn a minimum of nine hours credit in each area, and 27 of their 36 total hours must be earned in upper-division courses. Students must also complete supporting courses in one ancient and one modern language either at the secondary or collegiate level. They must complete at least two intermediate-level courses in one of the languages and at least one intermediate-level course in the other. A supporting course in the history or appreciation of one of the fine arts is also required.

Letters majors may fulfill the capstone requirement in the Letters capstone courses or they may take the capstone in one of the participating departments including Classics, History, English or Philosophy.

Minors

CLASSICAL CULTURE MINOR

Students wishing to minor in Classical Culture must earn 15 credit hours in classical culture courses, 12 of which must be earned in upper-division courses numbered 3000 or above. Three hours of credit in related courses may be substituted for work in classical culture with the permission of the department. Classical Culture 1412 may not be counted toward the minor.

LATIN AND GREEK MINOR

Students wishing to minor in Latin or Greek must earn 15 hours in Latin or Greek courses numbered 2000 and above. A minimum of nine hours must be at the upper-division level. Students may substitute three hours in an upper-division classical culture course for three hours of Latin or Greek.

Department of Communication

Michael Pfau, Chair
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Faculty Roster


Degrees Offered

• Bachelor of Arts
• Master of Arts
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. Please refer to the Graduate College section of this catalog for general information on graduate programs.

General Information

The ability to communicate clearly, eloquently, and effectively has been the hallmark of an educated person since the beginning of recorded history. At the University of Oklahoma, the study of communication has been a part of the curriculum since 1896. Offering B.A. degrees starting in 1935, M.A. degrees in 1937, and Ph.D. degrees in 1952, OU’s Department of Communication views communicative behavior as basic to human activity — to individual development, to interpersonal and social relationships, and to the functioning of political, economic, cultural, and social institutions. Through research and theory-building, we seek to interpret how individuals use symbols to understand and act within their environment.
The department’s role as one of the communication discipline’s most prestigious departments in a domain of great pragmatic importance commits us to a multi-level teaching program. Our Ph.D. and M.A. programs seek to place graduates in both academic settings with research and educational responsibilities and in non-academic settings in business and industry. Our undergraduate program seeks to prepare majors for diverse career opportunities, prepare gifted students for advanced work, and develop the communication skills that contribute to the long-term advancement and happiness of all students.

Special Facilities and Programs

Students acquire meaningful job experience while earning college credit through the Department of Communication’s internship program. The program allows students to apply their communication knowledge in the working world and enhance their college and career opportunities. Students have the option of choosing positions offered through the department’s internship director or arranging for their own internships with the assistance of the internship adviser. The University also provides internship and career counseling through its office of Career Services.

Participation in communication organizations gives students an opportunity to meet others in their major as well as gain increased access to faculty, alumni and other professionals in the field. The Undergraduate Communication Association is open to all communication majors and minors, and Lambda Pi Eta, the department’s honor society, recognizes outstanding students in communication.

The department houses a nationally-recognized speech and debate program. By enrolling in Communication 2111, students can receive up to four credit hours while participating in local, regional and national speech and debate events.

The Department of Communication also includes the Political Communication Center which houses the world’s largest collection of political commercials with more than 100,000 films, videos, and audio recordings representing campaigns ranging from presidential races to city council elections. The commercials, dating back to 1952, make an important contribution to the study of communication and politics. The Center also coordinates research projects on political communication and sponsors conferences that bring together students, scholars, political figures, and media professionals to discuss important topics.

Undergraduate Study

The goal of the undergraduate major program is sharing the best available theories of communication and facilitating the application of these theories for:

- the improvement of the major’s communication skills,
- the major’s understanding of the communication process, and
- the ability of the major to analyze and interpret the elements of the communication processes as they occur in society.

The department strives to achieve these objectives through varied coursework designed to prepare students for the variety of careers available to communication graduates, through practical field experiences obtained from an internship program, and through practical experience in other departmental programs.

Graduates from the program are employed in a wide variety of people-oriented careers including management, community leadership, public relations, sales, and organizational and human resource development. Our on-going transition to an information-based society makes the skills of our majors highly valued by employers. As Roger B. Smith, former General Motors Chief Executive, noted: “Everything we do depends on the successful transfer of meaning from one person or group to another. In fact, it’s not much of an exaggeration to say that communication is really what business is all about.”

BACHELOR OF ARTS DEGREE

The undergraduate major requires 36 communication hours including 21 upper-division hours. The undergraduate program of study follows a six-step sequence:

1) COMM 1113, 2613, and a statistics course chosen from 2513, ECON 2843, PSY 2003, or SOC 3123; 2) COMM 2713; 3) COMM 3023 and COMM 3113; 4) four writing/speaking intensive courses (COMM 3003, 3243, 3253, 3263, 3483, 3513, 3523, 3633, 4323) (12 hours); and 5) COMM 4713.

Students are required to make a C or better in COMM 2713, 3023, 3113, and 4713, and each may be repeated only once to attain the required grade. These courses are not available through correspondence or transfer credit. COMM 2513 may fulfill a student’s General Education mathematics requirement; however, if taken to fulfill the math requirement, COMM 2513 cannot be counted as a lower-division communication elective course. The remaining three to six hours of communication coursework depending on the use of COMM 2513, must be taken from other communication elective course offerings.

MINOR

Students majoring in other programs may complete a minor in communication. The minor consists of a minimum of 21 hours of courses including: (1) 1113; (2) 2713; (3) a minimum of 15 additional hours, of which at least nine must be upper-division level; and (4) 4990 may count for no more than three hours of the minor. At least six hours must be earned in courses acceptable for residence credit by Arts and Sciences standards, that is, excluding transfer, correspondence, and advanced placement examination (AP CLEP, Advanced Standing) credit. Courses for the minor may not be taken Pass/No Pass.

Graduate Study

AREAS OF SPECIALIZATION

Social Influence/Interpersonal, Language and Social Interaction, Political/Mass Media, Health, and Intercultural/International are the five areas of specialization for M.A. and Ph.D. students.

PREREQUISITES FOR FULL GRADUATE STANDING

In addition to meeting the general requirements of the Graduate College, the students should have completed 15 hours of undergraduate courses in communication and a course in statistics. The department requires a 3.50 grade point average on master’s work for admission in full standing to the Ph.D. program and a 3.00 grade point average on the last 60 hours of undergraduate work for admission to the master’s program. Applicants to the Ph.D. program should submit a composite score of at least 1000 (verbal and quantitative combined) on the Graduate Record Examination. Graduate Record Examinations are not required for M.A. applicants unless they are requesting an assistantship. A writing sample (e.g., thesis or term paper) is also required. Conditional admission may be granted to students with lower grade point averages when other data warrant such admission.

REVIEW

All graduate students are formally evaluated by the entire graduate faculty each year. The Ph.D. program is research-oriented. The student is expected to be continuously involved in research so that throughout the program there is growth in the ability to do creative and independent research.

MASTER OF ARTS DEGREE

Two core courses are required: 5013, and either 5003 or 5313. The thesis master’s degree requires 26 hours of coursework and four hours of thesis (5980). A total of 30 hours is required for thesis option, including the two required courses plus thesis and oral examination. The nonthesis master’s degree requires 32 hours including the two required courses plus a comprehensive examination.

DOCTOR OF PHILOSOPHY DEGREE

Ph.D. students must complete a minimum of 90 hours of coursework beyond the baccalaureate degree. Ph.D. students must complete 19-22 required hours: COMM 5003, 5013, 5313, 6023 (6-9 hours), and 6314 and 32 hours of coursework in a major concentration. Two tools must be COMM
Department of Economics

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Faculty Roster
Professors K. Grier, Hartigan, A. Holmes, Kondonassis; Associate Professor Clark, R. Grier, Ju, Kosmopoulou, Rogers; Assistant Professors Burge, Demir, Keen, Lamarche, Liu, Mitra.

Degrees Offered
• Bachelor of Arts
• Bachelor of Business Administration
• Master of Arts
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. Please refer to the Graduate College section of this catalog for general information on graduate programs.

Student Organizations
OMICRON DELTA EPSILON
Both undergraduate and graduate students who have demonstrated their scholastic excellence are eligible for membership in this international economics honor society.

Scholarships, Awards, and Financial Aid
Robert Dean Bass Scholarship
The College of Arts and Sciences awards the Robert Dean Bass Scholarship to students in political science and economics who plan on careers in government.

Virgil Wilhite Award For Excellence In Economics
The College of Business Administration gives this award to the outstanding undergraduate or graduate student majoring in economics.

Undergraduate Teaching Assistantships
Selected undergraduates work as teaching assistants in discussion sections of core principles courses (macroeconomics, microeconomics, and statistics). Undergraduate T.A.’s receive three credit hours per semester taught. Cash stipends are awarded subject to availability of funds.

Undergraduate Study

Students may major in economics either through the College of Arts and Sciences or the Price College of Business.

Students interested in majoring in economics through the Price College of Business follow the degree plan leading to the Bachelor of Business Administration which is described in the section of this catalog dealing with the Price College of Business.

The minimum 90 hours required for a major will have an advisory committee of no fewer than five, one of whom must be from outside the Communication Department. This committee may require courses other than the core courses for the student. The Report of the Advisory Conference should be approved and filed by the end of the student’s first year of work. A General Examination preliminary to advancement to candidacy must be successfully completed. During candidacy, the student must complete an acceptable dissertation and the Final Oral Examination. Detailed policies can be found in the Department’s graduate document.

MINOR
The minor requires at least 15 hours of major credit coursework in economics. At least nine of the 15 hours must be completed at the upper-division level. Subject to the approval of the Department of Economics, courses that are acceptable substitutes for the major are acceptable in the minor.

Graduate Study

AREAS OF SPECIALIZATION
Industrial organization; international, development economics; and public economics.

REQUIREMENTS FOR ADMISSION
Admission to the graduate program in economics is based on undergraduate academic records, letters of recommendation, and the Graduate Record Examination (GRE). Applicants for the Ph.D. degree in economics, and the research track of the M.A. degree in economics are required to complete the following coursework prior to matriculation in the graduate program:
• Intermediate Microeconomics (Price Theory) and Intermediate Macroeconomics;
• two semesters of calculus or equivalent; and
• one semester of basic statistics or its equivalent.
Applicants for the managerial economics track of the M.A. degree in economics are encouraged, but not required, to have previous coursework in economics, particularly intermediate microeconomics (price theory) and intermediate macroeconomics.

GRADUATE SCHOLARSHIPS
The Department of Economics offers the Chong K. Liew Scholarship, the A. J. Kondonassis Scholarship, and the Chairman’s Scholarship to graduate students in economics. Please contact the department for more information.

Master of Arts Degree
Each candidate for the Master of Arts degree in economics can choose the applied economics track or the managerial economics track. The applied economics track is designed to prepare students either for further graduate study leading to the Ph.D. degree in economics or for those technical positions in business or government that require a high degree of analytical competency. The managerial economics track is designed to equip students for entry into administrative and other positions in business or government. Candidates for both tracks may choose either a thesis or nonthesis program.
The nonthesis program for the applied economics track of the M.A. degree requires 36 semester hours. Courses include: ECON 5153, 5123, 5163, 5213, 5853, 6213, 6313, and 5233, 5313, 5243 and 5373. In addition, students must score a M.A. pass or better on the department’s economic core examination (see below).

The nonthesis program for the managerial economics track of the M.A. degree requires 32 semester hours. Courses include ECON 5023, 5033, 5073, 5940, and either 5043, 5373, 5833 or 5990.

In accordance with the requirements of the University, all master’s students must also successfully pass a comprehensive examination.

**Doctor of Philosophy Degree**

The requirements for the Doctor of Philosophy degree in economics include the following:

**CORE COURSE REQUIREMENTS**

The economics core consists of an economic theory and a statistics/econometrics component. The following courses are required:

1. **Microeconomic Theory:** ECON 5123, 6213.
2. **Math/Statistics/Econometrics:** ECON 5153, 5213.
3. **Macroeconomic Theory:** ECON 5163, 6313.
4. **Advanced Econometrics:** ECON 5243, 6343.

The first three core course requirements will be completed during the first year in the graduate program. During the week prior to the beginning of the third semester a core examination is given over the contents of the economics core courses listed above. This examination is in three parts, microeconomic theory, macro-economic theory, and statistics/econometrics. All parts must be passed at the Ph.D. level (grades are Ph.D. pass, M.A. pass, fail). If any parts are not passed, that part or parts must be retaken during the week prior to the beginning of the fourth semester. The reexamination is automatically permitted.

During the week prior to the fifth semester a second core examination is given over the contents of the fourth course requirements and one field of specialization. Grades for this examination are Pass and Fail, and are assigned for each part. Both parts of the exam must be passed. One opportunity to retake the second qualifying exam is allowed during the week prior to the beginning of the sixth semester.

**FIELDS OF SPECIALIZATION**

The fields of specialization are designed to develop an in-depth knowledge of the theory and literature in specific subject areas. Because they prepare the student to become an active researcher in those fields, they are potential areas for a dissertation. Two fields of specialization are required. Each student must choose their fields from the following areas: industrial organization, international economics, development economics, and public economics. To claim a field, students must successfully complete two courses in that field of specialization, and pass both a written and oral examination testing proficiency in the respective subject area. These written and oral examinations shall serve to satisfy the University’s general examination requirement.

Students must also pass a General Examination as required by the Graduate College. With special permission from the Graduate Program Director, the General Exam maybe taken during the semester following coursework completion, typically the spring semester of the third year. Students must form a five-faculty member Doctoral Committee prior to taking the General Exam. The general exam is given on approval of the Doctoral Committee. The General Exam consists of both a written and oral portion. The written exam is designed by the student’s Doctoral Committee to test the student’s mastery of his/her field of specialization and proposed dissertation topic. Committee members will provide guidance as to the material covered by the written exam. If the performance is adequate on the written exam, an oral exam will be scheduled. The General Exam is completed when the oral exam has been passed.

**DISSERTATION**

In order to facilitate the transition from formal coursework to dissertation research, each student is required to enroll in Economics 5960 during the spring semester of the third year. The student will select one professor to direct his/her study in this course. In most cases, this professor will be the faculty member who has agreed to serve as dissertation chairman. The objective of this course is to lead the student to define a dissertation topic.

After passing the field examinations, the student will prepare a written dissertation prospectus and submit it to the advisory committee. Upon approval of the prospectus, the student will undertake research on the approved dissertation topic. The department requires that the dissertation be completed and accepted and the final oral examination passed no later than five calendar years after the student successfully passes the field examinations.

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**Department of English**

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**Faculty Roster**

Professors Bannet, Cottom, R.C. Davis, Hobbs, Leitch, Rapf, Schleifer, Velle, Warrior, Welch, Yoch; Associate Professors Coleman, Hobson, John, Kates, Mair, McDonald, Murphy, Ransom, Savaya, Womack; Assistant Professors Carter, Garofalo, Hodges, Jeffers, Kamau, Keresztesi, Liatsos, McNeill, Ng, Stalling.

**Degrees Offered**

- Bachelor of Arts  
- Master of Arts  
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**Undergraduate Study**

**BACHELOR OF ARTS**

Over the last several years, the field of literary studies has changed dramatically. Across the nation English departments have begun to offer courses that encourage students to examine previously neglected texts and media in provocative and innovative ways. At the University of Oklahoma, we have responded to these developments by designing a program that enables majors to explore various options for the study of literature, written communication, and culture.

While we continue to teach classes in which we use the tools of literary analysis to study time-honored texts in the Western tradition, we also provide courses in which we use critical approaches of recent origin — historical, feminist, cross-cultural, among others — to examine a wide range of works that lie outside the boundaries of what is usually considered great literature. By offering a curriculum that is both novel and traditional, we encourage our majors to make informed decisions concerning interpretive practices that they will find valuable in any field they enter after graduation.

Study in the field of English Language and Literature offers a general humanistic education as well as skills in communication and analysis that are essential in most careers. An education in literature, criticism and language teaches students to write effectively and expressively, to think...
critically, to weigh values, and to communicate ideas. It provides the basis to understand and communicate with those of different cultural backgrounds, to understand the terms in which they think and speak. These skills are essential in the global market places of today and improve one’s chances of obtaining employment in a wide variety of fields.

A major in English prepares a student to work in communications, public relations, government and public service, sales, publishing, journalism, advertising, and business. It is an excellent background for teaching, and can be coordinated with a program of teacher certification. It is a highly useful major for a student considering business or law school. It provides a suitable preparation for graduate work in literature and other humanistic studies. The variety of talents among the English faculty and the various options within the major make it possible for students to shape their own programs flexibly according to their interests.

TRACKS
English majors choose one track in (1) literary and cultural studies, or (2) writing. For both tracks, majors are required to take six hours of survey courses (2433/2443, 2543/2653, or 2773/2883), two courses in literary and cultural studies (2313 and 3313), and a senior capstone course (4853).

Track 1: Literary and Cultural Studies
In this track students study literary works, movements, genres, themes, and writers in their cultural contexts. Courses emphasize reading, story, communication, language, and historical and cultural events. Students are afforded maximum flexibility in planning their degree programs. They elect seven courses distributed over at least four of six areas and may choose to take four of those courses in one area. These areas are: American Literatures; Genres and Media; Theory; Criticism, and Cultural Studies; Contemporary and Early Modern British Literature; World Literature and Medieval/Renaissance. Students may elect a writing course as one of the seven and/or select courses in Women’s and Minority literatures. One of the seven courses selected must be designated multicultural.

Track 2: Writing
The writing track studies theories of written communication; students practice them extensively in various writing contexts; and explore issues concerning literacy, language, and the relation of writing to different cultures. Students elect four writing courses (three of which must be upper division) from the following: 2113 Intermediate Writing; 2123 Creative Writing; 2133 Autobiographical Writing; 3103 Topics in Advanced Composition; 3123 Fiction Writing; 3133 Poetry Writing; 3143 Studies in Literary and Rhetoric; 3163 Writing, Rhetoric and Histories of Technology; 3173 Histories-Writing, Rhetoric and Technology; 3183 Authoring in the Information Age; 3223 Oklahoma Writers/Writing Oklahoma; 4923 Advanced Fiction Writing; 4933 Advanced Poetry Writing, and 4943 Advanced Creative Nonfiction Writing. Writing track students also take three literature courses with one of those three designated multicultural.

MULTICULTURAL REQUIREMENT
The department strongly believes all English majors should have at least some exposure to literatures other than those from the Anglo-European tradition. Therefore, all English majors are required to take at least one English course classified as Multicultural Studies. Currently 16 courses are so designated (2713, 2733, 2743, 3253, 3283, 3343, 3353, 3433, 3453, 3483, 3643, 4033, 4323, 4343, 4373, and 4383).

LANGUAGE REQUIREMENT
Proficiency in one language other than English is required as demonstrated by departmental examination or by successful completion of two intermediate courses in an ancient or modern language (with a grade of C or better in the second course). The department may also accept transfer credit to satisfy this requirement.

LANGUAGE ARTS CERTIFICATE
Students majoring in English may also work for the standard teaching certificate in language arts. Students in the language arts program must meet all of the requirements of the English major, and a few additional specifications. Information concerning the teaching certificate programs can be found in this catalog under the College of Education. Detailed check sheets of degree requirements and advisers with whom students can discuss programs of study are available in the college office.

MINORS
Students majoring in other subjects may elect to complete a minor in English either in literary and cultural studies, and/or writing. The requirements for these minors are:

Minor in Literary and Cultural Studies
A minimum of 15 hours in literary and cultural studies beyond the first-year level, at least nine of which will be upper-division. Students may not apply hours from first-year English (1113, 1213) or from English courses designated as writing course to a minor in literary and cultural studies.

Minor in Writing
A minimum of 15 hours in writing courses beyond the first-year level, at least nine hours of which will be upper-division. Writing courses that fulfill the requirements for the minor are: 2113, 2123, 2133, 3103, 3123, 3133, 3143, 3163, 3173, 3183, 4923, 4933, and 4943.

COURSES FOR NONMAJORS
Since its subject matter has wide appeal to non-majors as well as majors, the Department of English devotes a substantial portion of its staff and budget to the instruction of those who are majors in other fields. In addition to the first-year English courses, the department offers courses in literary and cultural studies as well as writing.

1. Literary and Cultural Studies. Non-majors are welcome in general education courses.
2. Writing. For those students who desire additional or specialized instruction in writing and language, the department offers a variety of courses in expository and creative writing beyond the freshman composition level (1913, 2113, 2123, 2133, 3103, 3123, 3133, 3143, 3153, 3163, 3173, 3183, 4923, 4933, and 4943).

Graduate Study

APPLICATION PROCEDURE
At the time of application for admission to the University, an English departmental application form, three letters of scholastic recommendation, statement of goals in graduate education with reasons for choice of Area of Concentration (or Primary and Secondary Areas), sample of writing appropriate to program and scores on the aptitude section (M.A.) or aptitude and advanced sections (Ph.D.) of the G.R.E. should be sent to the graduate liaison, Department of English, University of Oklahoma, 760 Van Vleet Oval, Norman, OK 73019-2021. Also, applications for graduate assistantships may be obtained from the graduate liaison in the Department of English.

PREREQUISITES FOR FULL GRADUATE STANDING
For full graduate standing, the department requires a B.A. degree in English from an accredited institution. The student’s undergraduate record should indicate adequate course preparation in composition, language studies, and literature. For full graduate standing, those students holding baccalaureate degrees in disciplines other than English from an accredited institution should have had 27 semester hours in English or appropriate courses in closely related fields. Such students with non-English degrees may be asked to complete undergraduate English courses necessary for successful graduate study in English.

AREAS OF CONCENTRATION
At the M.A. level the department offers the following areas of concentration: American and Native American Studies; Composition/Rhetoric/Literacy; Creative Writing; Early English; Modernity and Theory; and Women’s
Writing. At the time of application doctoral students declare one Primary Area and one Secondary Area from the following: American and Native American Studies; Composition/Rhetoric/Literacy; Early English; Modernity and Theory; and Women’s Writing.

**FOREIGN LANGUAGE REQUIREMENT**

Candidates for the M.A. degree must demonstrate reading proficiency in one foreign language. Reading knowledge of two foreign languages is required for the Ph.D. degree. Students may choose from the following languages: Chinese, French, German, Hebrew, Italian, Japanese, Latin, Russian, Spanish or a Native American language. Under certain circumstances, the Graduate Committee may authorize the substitution of another language or may require an additional language. Proficiency in a foreign language may be established by one of the following:

1. by passing the ETS (Princeton) test in the language;
2. by passing a test administered by the Department of Modern Languages, Literatures and Linguistics at the University of Oklahoma;
3. by earning at least a bachelor’s degree from a foreign institution in which instruction was in one of the required languages; or
4. by earning a grade of B or better in two 3-hour reading courses in the language (e.g., French 2113-2223) either by enrollment in the courses or by taking only the final examination in the second course of the selected sequence.

**Master of Arts Degree**

Candidates have the option of either a 33-hour thesis program or a 33-hour program with a comprehensive examination. A Masters in Literary and Cultural Studies requires one course in Graduate Research and Writing or in Literary Criticism and Theory; one course in Composition, Rhetoric, and Literacy; two courses in a primary concentration at the 5000 or 6000 level; and five courses distributed across three other areas of concentration. A Masters in Composition, Literary, and Literary (CRL) requires a course in Introduction to Issues in CRL; a course in Teaching College Composition and Literature; a course in the History of Rhetoric/Composition Theory or in the History of Modern Composition Studies; a course in Literary Criticism and Theory; two courses in Literary and Cultural Studies concentrations; and three elective courses. For both Masters degrees, two English courses may be at the 4000 level, but the other coursework must be at the 5000 or 6000 level. Candidates pursuing the nonthesis option will take the M.A. Comprehensive Exam.

**Doctor of Philosophy**

The Ph.D. degree requires 57 hours beyond the 33 hours of the M.A., or 90 hours beyond the B.A. A degree in Literary and Cultural Studies requires one course in Literary Criticism and Theory; four courses in the primary area at the 5000- or 6000-level; two courses in the secondary area; and one course in three different areas other than the primary and secondary areas. A concentration in Composition/Rhetoric/Literacy Studies requires one course in research methods in Rhetoric and Composition (a 6000-level seminar); four other courses in CRL, two of which must be in history of composition or rhetorical theory at the 5000-level, and one of which must be a research seminar in CRL at the 6000-level; two 5000 or 6000-level courses in Literary and Cultural Studies. The remaining courses for both Literary and Cultural Studies as well as Composition/Rhetoric/Literacy Studies are electives.

The Ph.D. program requires a general examination which includes both a written and oral component, and a dissertation. The written component of the general examination consists of two parts which focus on the student’s primary and secondary areas of study. In addition, doctoral students must teach at least half-time at the college level for one year in order to receive the Ph.D. degree.

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**Film and Video Studies**

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**Faculty Roster**

Professor Horton; Associate Professors Nedeljkovich, Shary; Assistant Professor Sturtevant.

**Degree Offered**

- Bachelor of Arts

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**Undergraduate Study**

**BACHELOR OF ARTS**

The undergraduate degree in Film and Video Studies is an interdisciplinary course of study that provides a comprehensive background to both the scholarly and practical study of the moving image. The curriculum covers the history, theory, criticism, art, and practice of film and other screen media through its core course requirements. Students will learn the skills needed to interpret film and other screen media critically, and “to read” and write about them creatively and analytically. Courses will also focus on social, political, cultural, and economic contexts. Interdisciplinary electives in the major allow students the flexibility to pursue their specific interests, be they film and video studies, writing about film, screenwriting, or production. Students may select from a wide variety of courses in Art, English, Film and Video Studies, History, Journalism and Mass Communication, as well as approved courses from other academic units. Coursework can be reinforced by internships and research opportunities available within the United States and abroad, as well as through workshops, symposia, and special guests on campus.

The Film and Video Studies major requires 39 hours of coursework, including 18 hours at the upper-division level. The following eight core courses must be completed:

- FVS 1013, Introduction to Film and Video;
- FVS 2013, Film History to 1945;
- FVS 2023, Film History, 1945–Present;
- FVS 2033, Writing About Film;
- FVS 3213, Media Theories and Methodologies, or ENGL 4253, Introduction to Film Theory;
- JMC 3723, The Documentary Film;
- FVS 4013, Senior Seminar in Film and Video (Capstone).

In addition, 18 hours must be completed from a selection of approved courses from film literature, documentary film, film scriptwriting, visual communication, filmmaking, video production, radio-television-film performance, and other courses as approved. Nine of these 18 hours must be upper-division level.

**MINOR**

The minor in Film and Video Studies consists of 18 hours. The following courses must be completed:

- **CORE REQUIREMENTS (6 hours)**
  - FVS 1013, Introduction to Film and Video; and
  - FVS 2013, Film History to 1945, or FVS 2023, Film History, 1945–Present
Twelve additional hours of coursework, nine of which must be taken at the upper-division level, from other courses approved for the major in Film and Video Studies.

Graduate Study

Graduate programs in Film and Video Studies may be constructed according to the standard interdisciplinary degree procedures of the Graduate College (refer to the sections entitled Special Master’s Degree and Interdisciplinary Doctoral Program in the Graduate College portion of this catalog). Participating members of the Film and Video Studies faculty are available to assist with degree planning at the master’s or Ph.D. Levels.

Department of Health and Exercise Science

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Faculty Roster

Professors: M. Bemben, Gabert; Associate Professors D. Bemben, Dinger, Hoford, Taylor; Assistant Professors Brittain, Cramer, Kerksick, Stout; Instructor: Coniglio.

Degrees Offered

• Bachelor of Science in Health and Exercise Science
• Master of Science
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the information contained in this section mainly covers undergraduate study. Please refer to the Graduate College section of this catalog for general information on graduate programs.

General Information

A growing responsibility of the University of Oklahoma is meeting the needs of a changing society by proposing theoretical and practical solutions to contemporary problems. The Department of Health and Exercise Science contributes to this mission through teaching, research, and service activities in the areas of exercise science and health promotion.

The undergraduate program consists of a single core curriculum emphasizing applied science and professional preparation. The core is combined with an elective block sufficiently broad to allow students to develop strong preparation in an area of personal interest related to health and exercise. A minor in athletic coaching is also available at the undergraduate level. The master’s degree program consists of a specialized core curriculum, Health and Exercise Science, with two options: Exercise Science and Health Promotion. The department also offers doctoral degrees in Exercise Physiology and Health Promotion.

Programs for Academic Excellence

The Department of Health and Exercise Science supports the position that students should receive both broad educational preparation and disciplinary specialization in order to prepare effectively for future professional demands. This includes: strong general education preparation with an emphasis in biological and behavioral sciences; a core of requisite coursework in HES; and an individualized block of elective coursework.

The department is equally proud of preparation and academic standards at the graduate level. The graduate program is demanding and comparable to programs at peer institutions which are much larger.

Facilities

The Department of Health and Exercise Science is located in the Huston Huffman Physical Fitness Center, which opened in 1981. The department is housed in the west wing of the building and maintains classrooms, research laboratories, and faculty and graduate student offices. The east wing of the building houses the student recreation and intramural activity areas. The department recently acquired approximately 3500 square feet in the old Collums Commissary for additional teaching and research laboratories.

The department encourages interdisciplinary study and research. Students interested in special projects may also have access to facilities housed in Recreational Services, the Athletic Department, the Oklahoma Center for Continuing Education, Goddard Health Center, and OU Health Sciences Center sites. In addition, faculty and students frequently interact with members of other University academic units in the Colleges of Arts and Sciences, Business, Education, Engineering, Medicine, Public Health, and Allied Health.

Scholarships and Financial Aid

The department offers the Mary Anne Price Undergraduate Merit Scholarship and the Glen Michael Sims Memorial Graduate Merit Scholarship. Application is restricted to HES majors. Students should contact the department for further information and applications at 1401 Asp Avenue, Room 104, Norman, OK 73019-6081, (405)325-5211.

Students accepted in the HES graduate programs are eligible for financial aid in the form of teaching and research assistantships. The stipend ranges from $10,150-$10,900 for master’s level and from $14,040-$15,600 for doctoral level graduate assistants for 20 hours per week during the nine month academic year. Qualified graduate assistants also receive a non-resident tuition waiver (up to nine credit hours) and a resident tuition waiver (up to seven credit hours) during the Fall and Spring semesters. All students should seek advice from the University of Oklahoma Financial Aid Services Office.

Undergraduate Study

Since the Fall Semester of 1999, majors have been selected for matriculation into the upper division undergraduate core curriculum from a pool of students who have completed the prerequisite coursework identified as “Pre-HES.” Approximately ninety (90) students per year will be selected for matriculation based on the criteria listed below. Other criteria for selection in addition to completion of prerequisite courses are 1) prerequisite course GPA and 2) combined retention GPA. Pre-registration and career advisement for those students who declare the Pre-HES curriculum will be conducted within the department by designated advisers. Please contact the HES support staff for additional information.
Application Information and Criteria for Matriculation

1. Application for admission will be accepted two times per year. Deadline for application for the following Fall semester is January 30 and for the Spring semester is September 30 of each year.

2. Minimum eligibility requirements for application:
   a. A minimum combined retention and prerequisite course grade point average of 2.75.
   b. 60 credit hours completed prior to enrollment in Fall after admission to HES and a minimum of 45 hours completed at the time of application.
   c. Completion of the following prerequisite courses with a grade of C or better — all prerequisite courses must be completed prior to application to the program:
      - HES 2131, 2823, 2913;
      - ZOO 1114 (or 1005), 1121, 2124, and 2255 (or 2234);
      - CHEM 1315;
      - PSY 1113 or equivalent;
      - SOC 1113 or equivalent;
      - COMM 1113 or 2613 or 3483;
      - ENGL 1113 and ENGL 1213 or EXPO 1213; and
      - MATH 1503 or higher.

3. Matriculation ranking based on combined retention GPA and GPA of prerequisite courses (as defined above).

4. Students who do not meet minimum eligibility requirements for matriculation can petition the HES Undergraduate Committee for an exception.

Bachelor of Health and Exercise Science

The Health and Exercise Science major program is designed to meet the needs of students who plan to work in specialized health and exercise careers, and to prepare students for graduate studies in Health and Exercise Science or related fields. Progress toward the degree can best be facilitated through regular advisement with department faculty and advisers. Students should be aware that all courses are not offered every semester. The department office will provide degree plans, checksheets, and assignment of an adviser upon request.

The HES core includes the following courses: HES 3513, Health Promotion Program Planning; 3563, Lifestyle Intervention; 3813, Principles of Health and Fitness; 3823, Physiology of Exercise; either 3853, Exercise Testing and Prescription or 4833, Exercise Physiology Lab; either 4543, Comprehensive Stress Management or 4853, Chronic Disease Intervention; 4953, Senior Capstone; and two 1000-level HES lifetime activity courses. In addition to completion of the required core courses, students are required to complete 15 hours of upper-division HES elective coursework.

An HES major must complete a minimum of 45 hours of major coursework with at least 36 of these hours at the upper-division level. Selection for matriculation to the upper-division core curriculum is required in order to enroll in all 3000- and 4000-level Health and Exercise Science core courses. HES majors must earn grades of C or better in all HES and prerequisite courses.

SERVICE COURSES

HES courses numbered below 2000 are basic skills courses which include the teaching of specific skills, rules and regulations when appropriate, and nomenclature of the sport or recreational activity. The basic skills courses represent lifetime health, fitness and leisure activities to enhance the lifestyle of all participants. All service courses are graded S/U and have attendance requirements.

MINOR

A minor in Athletic Coaching requires a minimum of 16 hours of courses acceptable for major credit, including at least nine upper-division hours. The following HES courses must be completed: one beginning sport skill course; one hour of weight training (1121/1131) or individual fitness (1221); 2022, 2212, a theory of sport course selected from 3052, 3072, or 3990; 3502; three hours selected from the following upper-division courses: 3253, 3843, 3853, 4213, 4543, and up to three hours of 3430.

All required courses must be completed before enrolling in HES 3430. Requirements of field experience include written documentation of: purpose; seasonal goals and objectives; specific time analysis for one week in the season; evaluation of the study by the cooperating coach; evaluation of the experience by the student; and participation by the student in an entire coaching season including a minimum of 10 clock hours per week and 135 hours per season. The participation by the student should allow time for observation of other coaches in action, as well as actual participation as a coach.

Graduate Study

ADMISSION

An undergraduate degree in Health and Exercise Science or an equivalent allied field such as biological sciences, health education, kinesiology, human performance, or health psychology is required. Applicants holding equivalent degrees will be evaluated by the department for course deficiencies. If course deficiencies exist, a student may be admitted conditionally, but all deficiencies and conditions must be removed before a student can be fully admitted. Removal of deficiencies is required prior to taking the comprehensive/general examination or enrolling in thesis/dissertation hours.

A grade point average of 3.0 on a 4.0 scale for undergraduate and/or graduate work as defined by the Graduate College Bulletin is required for full admission. Applicants with less than a 3.0 may be admitted conditionally. Students must complete the Graduate Record Examination (GRE) prior to admission. Admission to the Master of Science programs will be based on GRE scores, undergraduate grade point average, undergraduate coursework, letters of recommendation, and an interview. Admission to the doctoral program will be based on GRE scores, graduate grade point average and coursework, statement related to academic, research, and professional goals, letters of recommendation, successful interview, and availability of a faculty member to work with the student.

In addition to graduate program admission requirements, applicants for graduate assistantships must submit professional recommendations supporting teaching/research ability.

Master of Science Degree

Students enrolling in a Master of Science degree program must complete a minimum of 36 graduate hours in Health and Exercise Science including coursework from the Department of Health and Exercise Science (HES) and any graduate electives from other departments.

Each area of study requires a basic core of graded courses, an area of electives related to the degree option and approved by the student’s adviser, and completion of a research requirement. The research requirement involves a minimum of eight credit hours, including HES 5953, a graduate course in statistics, and a thesis or nonthesis project.

A student may elect a thesis or nonthesis program of study. A thesis program requires a minimum of 32 hours of coursework in addition to four hours of thesis credit and satisfactory defense of a thesis (HES 5980). The nonthesis program requires completion of a minimum of 34 hours of coursework, plus two credit hours of an approved research experience (HES 5940) under faculty supervision and satisfactory performance on a comprehensive examination.

PROGRAM OPTION

Health and Exercise Science

An interdisciplinary program integrating health education/health promotion, applied exercise physiology and nutrition which is designed to prepare students for health/fillness professions, working in a variety of settings and with varied target groups. Core: HES 5523, 5563, 5823, and 5853.

Extended Core: Health Promotion—HES 5553 and a three-credit hour approved graduate nutrition course, or Exercise Science—HES 5833 and 5863.
Doctor of Philosophy Degree

The doctoral degree in Health and Exercise Science is awarded for excellence in research scholarship in combination with successful completion of an approved program of study consisting of coursework within and external to the Department of Health and Exercise Science. It signifies the attainment of independently acquired and comprehensive learning which evidences general professional competence. A doctoral student should, under normal conditions, spend at least the equivalent of five full academic years beyond the bachelor’s degree. During this period the student shall take appropriate graduate coursework, successfully complete the General Oral and Written Examination, and submit and successfully defend the results of original research as a dissertation. The total number of hours, combining both formal courses and hours of research, for the doctoral degree will be at least 90 post-baccalaureate hours excluding the credit hours required to gain proficiency in the tools of research. Departmental requirements will conform to University policies in the following areas: (1) residency requirements, (2) limitations to the number of 3000/4000 level courses that may be applied to the degree, (3) transfer credit, (4) time limitations, (5) general examination, (6) use of human subjects/animals in research, and (7) completion and defense of the doctoral dissertation.

ADMISSION

Admission will be granted on the basis of undergraduate and graduate grade point average, satisfactory scores on the Graduate Record Examination (GRE), a statement of purpose related to their academic, research and professional goals, and at least three letters of recommendation. Applicants are expected to have a bachelor’s and/or master’s degree in a curriculum which will provide a solid foundation for doctoral study in the disciplines of health promotion and exercise physiology. Because of the professional nature of these disciplines, on the job experience will also be considered. Those applying with less than adequate training may be required to take prerequisite coursework before receiving full admission status.

Department of History

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Internet: http://www.ou.edu/cas/history/

Faculty Roster

Professors G. Anderson, Bradford, Gilje, Griswold, Hart, Hurtado, Kidwell, J.S. Lewis, Norwood, Pisani, Rugely, Savage, Shalhope, Snell, Stillman; Associate Professors Holguin, Kamoche, Kelly, Keppel, Magnusson, Metcalf, Piker, Shepkaru, Stockdale; Assistant Professors Cane-Carrasco, Canoy, Faison, Schapkow, Songster, Wickersham; Professor Emeritus Levy.

Degrees Offered

• Bachelor of Arts
• Master of Arts
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. Please refer to the Graduate College section of this catalog for general information on graduate programs.

General Information

The Department of History at the University of Oklahoma offers undergraduate and graduate students, and history majors in particular, a wide range of courses covering virtually every major epoch in history. The needs and interests of the students have been taken into account in an effort to create programs that are flexible and look to the students' future careers. Considerable attention is given to advising students concerning the appropriate courses to be chosen for their majors and careers after graduation.

The type of history courses required of undergraduate majors has been determined according to two general assumptions: a history major, through lower-division historical surveys, should (1) receive a general coverage of knowledge about different areas of the world; and (2) obtain, through upper-division courses, more specialized knowledge about specific areas or eras of the world.

Career Opportunities

The career opportunities for undergraduate history majors are many and varied. A number of history majors find their training is ideally suited for a career in law. The history major may also plan a career in education, either in teaching or administration. In the past several decades, businesses have found graduates with liberal arts backgrounds to be prime candidates for executive training programs and, as a result, many history majors have developed rewarding business careers. The federal government also hires history majors for all facets of its operation. For example, the Foreign Service has utilized the skills of many with history backgrounds in the diplomatic corps. Also, the National Park Service, responding to the increased interest in historical preservation, needs graduates with degrees in history. History majors may find that opportunities await them in museum and archival work because Americans have become more interested in their past. Aside from the many career benefits, history majors will discover that their studies will give them the perspective to participate more fully in the world around them.

Scholarships and Financial Aid

For a number of years, the Department of History has offered several undergraduate prizes carrying cash stipends to outstanding students, both history and non-history majors. Students are nominated for these awards by a History Department faculty member.

The Horace C. Peterson Memorial Scholarship Award is presented to the outstanding undergraduate student majoring in history, preferably to a person who intends to continue the study of history in graduate school.

The Donnell M. Owings Scholarship is awarded to undergraduate students in American history. Professor Owings taught at OU from 1946 to 1966 and was recognized as a distinguished scholar in American genealogy and Colonial History.

The Alfred B. Sears Award for the outstanding student in British history, was awarded for the first time in 1979. Any student, major or nonmajor, undergraduate or graduate, who has taken a minimum of nine semester hours in courses designated as English history, is eligible for this award.

The William H. Maehl, Jr., Fellowship is awarded annually to the student who writes the outstanding senior thesis in a capstone course.

The History Department has graduate assistantships available each year.

Undergraduate Study

Majors must complete 36 hours of major work in history including 1483 or 1493 and one course from three of the following groups:

1. Ancient/Medieval — 1113, 1613, 1913, 2013, 2023;
2. European — 1223, 1233, 1623;
3. Near/Far Eastern — 1723, 1733, 2013, 2683;

The remaining 24 hours must be at the 2000-level or above and are to be distributed among three fields: United States; African/Asian/Latin American/
Russian/Near East; European. At least nine hours in one field and six in each of the other two fields must be completed. A senior seminar (4973) must be included in the 24 hours. Fifteen of the 24 hours must be completed at the 3000-level or above. One of these 3000-level courses must be a 3573, Colloquium. A 2000-level course that has been used to fulfill a survey requirement cannot be used toward the 24 elective hours.

Many pre-law students choose history for a major. Students pursuing the history major with a pre-law interest must fulfill all the normal requirements for the major, including at least 36 credit hours distributed among the American, European, and African/Asian/Latin American/Russian areas. Within the 36 credit hours, 3363 should be completed. For additional courses needed to complete the history major the department recommends the following: 2043, 3093, 3373, 3393, 3430, 3673, and at least one course from both the American and European fields to be chosen from 3120, 3213, 3223, 3463, 3473 and 3483.

The selection of a seminar (4973) to fulfill the senior seminar requirement should, where possible, reflect the pre-law interests of the student and should be made in consultation with the pre-law adviser. In recent semesters the department has offered seminars of interest to pre-law students on topics such as American environmental history, and modern American social problems.

Students majoring in history may also work for the standard secondary teaching certificate in social studies. For information consult an academic adviser in the College of Arts and Sciences office.

MINOR

Students majoring in other subjects may elect to minor in history. The requirements are at least 15 hours of history courses acceptable for major credit including at least nine hours numbered 3000 and above.

Graduate Study

AREAS OF SPECIALIZATION

The department’s greatest strengths are in the history of the American West and Native American history. The department also offers advanced degrees in American history, European history, Latin American history, Far Eastern history, African history, ancient history and Jewish history.

PREREQUISITES FOR FULL GRADUATE STANDING

Applicants for the M.A. and Ph.D. programs must submit official transcripts of all previous academic work with their applications to the Office of Admissions, and must submit three letters of recommendation, scores on the Graduate Record Examination (GRE), a statement of purpose, and a writing sample to the department. Ph.D. applicants are expected to hold the M.A. degree. Detailed information on programs is available from the graduate liaison; Department of History.

Master of Arts Degree

The department offers two options leading to the Master of Arts degree: thesis and nonthesis. The thesis program requires a minimum of 30 hours, including two graduate seminars, HIST 5054, and a thesis. The nonthesis program requires at least 34 hours; two graduate seminars, HIST 5054, and passing a comprehensive examination. Work in cognate fields must be approved by the student’s adviser. Detailed information may be obtained from the graduate liaison of the department.

Doctor of Philosophy Degree

Work leading to the Ph.D. degree is offered in certain fields. Detailed information may be obtained from the graduate liaison of the department.

In addition to fulfilling the special requirements for the master’s degree, the doctoral candidate must complete at least four seminars, HIST 5054, and prepare for examinations over three fields of history. Reading proficiency in one foreign language is required of all doctoral candidates.

Department of History of Science

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Faculty Roster

Professors Barker, Livesey, Ogilvie; Associate Professor Pandora; Assistant Professors K. Crowther, H. Heyck, Weldon; Adjunct Associate Professor Tracy; Adjunct Assistant Professors Hamerla, Magruder.

Degrees Offered

• Master of Arts
• Master of Arts/Master of Library and Information Studies
• Doctor of Philosophy

General Information

Study in the history of science at the University of Oklahoma inquires into the development of scientific thought from its origins in the cultural and intellectual efforts of the ancient civilizations of Egypt, Mesopotamia, Greece and Rome, through the Islamic and Christian civilizations of the Middle Ages, to the modern period. The courses place strong emphasis upon both the internal growth of scientific ideas and their development within the wider political, social, economic, religious and cultural context of Western history.

The University Libraries’ 91,000-volume special collection in the history of science provides a superb resource for research and teaching. Containing scientific works from the beginning of printing to the 20th century, this unique collection includes first editions of such notable scientists as Euclid, Archimedes, Copernicus, Galileo, Kepler, Boyle, Newton, Linnaeus, Darwin, Pasteur, Curie and Einstein.

The History of Science Department offers an extensive range of undergraduate and graduate courses concerned with the origins and growth of the natural sciences in Western civilization, including the tradition of Islam. Although the department does not offer an undergraduate major, a number of undergraduate courses are available, and students may matriculate in an undergraduate minor or specially planned programs. Courses numbered 1000–2000 are intended especially for freshmen and sophomores, respectively. Courses numbered 3000–4000 are open to juniors, seniors and graduate students. Students who are interested in planned programs with an emphasis in the history of science or who plan to apply for admission to the graduate program in the history of science should consult with a faculty member of the department regarding relevant courses.

Scholarships and Financial Aid

For information on scholarships and graduate assistantships, students should contact the chair of the department.
Programs for Academic Excellence
The history of science has been designated an area of future emphasis within the College of Arts and Sciences, in the University’s Strategy for Excellence. The foundations of the University’s commitment to emphasis in this field are the superb History of Science Collections, and a department of nine historians of science dedicated to a comprehensive program of teaching and research.

Through a generous endowment made by the Andrew W. Mellon Foundation, the History of Science program provides travel fellowships for visitors to make use of its resources for research in the history of science. In addition to working in the collections, visiting fellows interact with students and faculty in the program and frequently present the results of their research to the university community.

Undergraduate Study
MINOR
Students may elect a minor in history of science. The minor requires 15 hours of history of science courses, of which at least nine hours must be at the 3000-level or above.

Graduate Study
AREAS OF SPECIALIZATION
Chronological areas of study include ancient and medieval science, early modern science, and modern science. Thematic areas of specialization include, but are not limited to, the medieval Juedeo-Christian and Islamic scientific traditions, natural history and field sciences, modern social and biological sciences, and the history of science in America.

The programs of study leading to the M.A. and Ph.D. degrees will entail the student’s enrollment in history of science courses, history, other approved courses outside the department, and extensive use of the materials contained in the History of Science Collections.

ADMISSION REQUIREMENTS
Requirements for admission and prerequisites for full graduate standing include those set forth in the general requirements of the Graduate College, together with departmental requirements tailored to fit individual student backgrounds and scholastic needs. In addition, the department requires each applicant to submit a Graduate Record Examination (General Test) score.

Programs of graduate study leading to the Master of Arts degree and the Doctor of Philosophy degree have been offered in history of science since 1954 to students possessing a variety of undergraduate backgrounds. Each student’s program is accordingly formulated on an individual basis in conference with a committee of the faculty of the department.

MASTER OF ARTS DEGREE
Requirements for the master’s degree normally include reading proficiency in an appropriate foreign language and satisfactory completion of a master’s thesis. With departmental approval, a student not intending to pursue the Ph.D. degree may follow a nonthesis option, which includes a comprehensive final examination.

MASTER OF ARTS IN HISTORY OF SCIENCE/MASTER OF LIBRARY AND INFORMATION STUDIES
The History of Science Department and the School of Library and Information Studies offer a dual degree program for their two fields. Students apply to and are accepted by each department. Dual-degree students work with a joint advising committee made up of members of both units. They take the comprehensive master’s degree examination in each department and meet the requirements for the master’s degree in each department. The total course load requirement is 18 courses or 54 credit hours, including a minimum of 27 credit hours in each department. Students may choose to write a thesis in the History of Science.

DOCTOR OF PHILOSOPHY
Students matriculating for the doctoral degree must demonstrate reading proficiency in at least two appropriate foreign languages (usually chosen from French, German, and Latin) before being admitted to candidacy.

Department of Human Relations
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Faculty Roster

Degree Offered
• Bachelor of Arts
• Master of Human Relations

General Information
The Department of Human Relations was established in 1970 with the mission to train professionals in the field of human relations. The Department has the following objectives:

♦ To expose students to the social and philosophical foundations which form the basis for an interdisciplinary approach to human services education. Emphasis is placed on understanding individual, group, and organizational behaviors.

♦ To provide students with the knowledge and competence necessary to function effectively as professionals in a wide range of human service careers. Emphasis is placed on developing skills related to understanding multicultural group behaviors.

♦ To prepare students for effective leadership in conflict situations which require data analysis and coordination of individual and group efforts.

♦ To encourage students to work for the provision of equal opportunities for minority groups and women, and to seek solutions to other community, state, regional, national, and international problems.

♦ To add to the body of knowledge called “human relations” and, concurrently, assist in delineating the role of human relations practitioners in economic, technological and social development.

Undergraduate Study
The Bachelor of Arts in human relations is a 36-hour major which includes a 21-credit hour core of required coursework. The core curriculum offers a balance of foundational theory and essential skills that will provide students with the ability to work in a variety of professional settings. The core is as follows:
Particular attention is given to students who work part-time and full-time, and through Advanced Programs in day, evening and week-end formats. To accommodate both “traditional” and “nontraditional” students, courses, activities, and work experiences give promise for success in the program. Efforts will be made to identify and select candidates whose academic performance is promising. Tuition waivers are available to selected Oklahoma residents. For information about admission requirements, consult the Office of Financial Aid Services.

Undergraduate majors must also complete 15 hours of non-human relations guided electives, one from each of the following categories:

- **Cultural Diversity** — one course from a broader range of diversity offering, chosen from the following group, or an alternate course approved by the department: AFAM 2003, 3213, 3413, 4010; ANTH 1613, 1823, 2203, 2613, 3453, 3553, 4303, 4623, 4633, 4843; NAS 3113; or WS 2003.
- **Communication** — COMM 1113, Intro. to Communication, or COMM 2613, Introduction to Public Speaking.
- **Economics** — ECON 1113, Principles of Macro Economics.
- **Ethics** — PHIL 1213, Introduction to Ethics.
- **Statistics** — this course serves as the foundation for H R 4503. May be chosen from the following group, or an alternate course approved by the department: COMM 2513, ECON 2843, PSY 2003, SWK 2223, or SOC 3123.

**Graduate Study**

The Master of Human Relations degree (M.H.R.) prepares graduates for careers focusing on research and/or resolution of human relations problems. Particular attention is given to students who work part-time and full-time. To accommodate both “traditional” and “nontraditional” students, courses are offered on the Norman campus, at the Schusterman Center in Tulsa, and through Advanced Programs in day, evening and week-end formats. Since its inception, the Department has graduated a large number of ethnic minorities, women, older persons returning to college, and international students.

Each student pursuing a Master of Human Relations degree is expected to initiate curriculum planning with a major adviser within the first semester. This planning will identify course sequences which seem most likely to lead to mastery in one or more areas of concentration. Some students may not need to design a unique program but may select from concentration options in which the course sequences have been designed by the faculty.

**AREAS OF SPECIALIZATION**

Human relations counseling; organizational studies; women’s studies; human relations in education; social change; and international human relations.

**SCHOLARSHIPS AND FINANCIAL AID**

Tuition waivers are available to selected Oklahoma residents. For information on non-departmental assistance, consult the Office of Financial Aid Services.

**ADMISSION REQUIREMENTS**

Efforts will be made to identify and select candidates whose academic preparation, personal qualities, past educational experiences, volunteer activities, and work experiences give promise for success in the program. Before applicants can be admitted to full graduate standing in the Department of Human Relations, candidates must satisfy the general admission requirements of the Graduate College. In addition, applicants to the Department of Human Relations must complete departmental application requirements. Applicants should contact the department about required procedures.

### Interdisciplinary Perspectives on the Environment

**Deborah W. Dalton, Director and Professor**

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Internet: [http://www.ou.edu/cas/ipe/](http://www.ou.edu/cas/ipe/)

Environmental issues are complex and multi-dimensional and cannot be understood or addressed from any single discipline. The College of Arts and Sciences has established the Interdisciplinary Perspectives on the Environment (IPE) program for students who wish to develop knowledge and skills in specific areas related to environmental issues while remaining grounded in an interdisciplinary outlook. The program offers an approved minor. There is also an option to develop a major in Environmental Studies through an individual Planned Program.

**MINOR**

BY making students conversant with a variety of approaches to the environment, the IPE minor prepares them for the multi-disciplinary teamwork that is a feature of many environmental careers. The minor consists of 15 credit hours including the IPE core and one course each from the humanities, social sciences and sciences.

IPE Core Courses:

- IPE 1013, Consumption and the Environment
- IPE 4003, Senior Practicum on the Environment

**Humanities Courses — 1 of the following:**

- ENGL 4453, Landscape and Literature
- ENGL 4723, Emerson, Thoreau, and Whitman
- HIST 3493, American Environmental History
- HSCI 3473, History of Ecology & Environment
- NAS 3113, Native American Philosophy
- PHIL 3293, Environmental Ethics

**Social Sciences Courses — 1 of the following:**

- ANTH 4103, People and Plants
- ANTH 4533, Human Ecology of the Humid Tropics
- GEOG 3253, Environmental Conservation
- GEOG 3563, Natural Resources
- PSC 3233, Environmental Policy & Administration
- PSC 4233, Science, Technology, & Public Policy

**Science Courses — 1 of the following:**

- BOT 2404, Ecology & Environmental Quality
- BOT 3453, Principles of Plant Ecology
The School of International and Area Studies (SIAS) is an interdisciplinary academic unit. SIAS activities are supervised by a group of faculty who hold joint appointments in a number of academic disciplines, but who all share a common interest in international research and international education. The mission of SIAS is to promote internationalization of the curriculum of the University of Oklahoma and to train students to succeed in an increasingly interdependent world where their success will depend on their ability to share and use knowledge about different societies and their cultures. Students take a wide range of courses drawing from the departments of Anthropology, Communication, Economics, English, Geography, History, History of Science, Film and Video Studies, Modern Languages, Literatures, and Linguistics, Philosophy, Political Science, Sociology (College of Arts and Sciences); Art History, Music History (Weitzenhoffer Family College of Fine Arts); Geography (College of Geosciences); Architecture (College of Architecture); Management (Price College of Business); Educational Leadership (College of Education), among others.

CAREERS
The School of International and Area Studies provides the first stage for students interested in foreign service, international relations, business, law, research, teaching, public service, or any other career where international knowledge and experience is useful and desirable.

STUDENT ORGANIZATIONS
The International Affairs Society (IAS) is a student organization created to promote international scholarship and global engagement and awareness at the University of Oklahoma. Although it is affiliated with the School of International and Area Studies, membership is open to all OU students. IAS seeks to encourage international awareness and engagement at the University of Oklahoma; foster international understanding in general; provide student input into the curriculum, activities, and goals of the School of International and Area Studies; coordinate communication and events with international and other OU students, and unify and represent the IAS student community.

Undergraduate Study
The program offers the Bachelor of Arts in International and Area Studies degree with majors in Asian, European, International Studies, Latin American, and Russian and East European. SIAS also offers minors in each major field, as well as minors in African Studies and Middle Eastern Studies. Students majoring in International and Area Studies must take at least a combined total of 30 hours of major credit. At least 18 hours must be at the 3000-level or above. In addition, 16 hours of foreign language relevant to the geographical area of concentration.

Asian Studies
Ning Yu, Associate Professor of International and Area Studies and Modern Languages, Literatures and Linguistics, Coordinator
123 Kaufman Hall
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e-mail: ningyu@ou.edu
Asian Studies challenges students to integrate language and cultural skills to prepare for careers in the Pacific region. The objectives of the program are to

African Studies
Loretta Bass, Associate Professor of Sociology, Coordinator
331 Kaufman Hall
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e-mail: lbass@ou.edu
The African Studies minor is designed to provide students with a basic understanding of Africa’s rich cultural heritage. The program provides an arena to explore how emerging African nations continue to take their place in the world, and how their strategic importance affects events on other continents. The students will examine the relative position of the United States as a world power, viewed through its historic relationship with Africa. The student choosing a minor in African Studies will work with an area coordinator to create an area of specialization. The 18 credit hours required for a minor can be fulfilled with courses in history, anthropology, political science, art, and geography.

MINOR
Fifteen hours selected from the following approved list of courses, including at least nine hours at the upper-division level. Following are the course requirements for the African Studies area:

Language (3 hours) — French 2113;
Social Sciences (6 hours), two courses — chosen from ANTH 4303, COMM 2003, 3513, 4513, ECON 4823, 4853, GEOG 2603, 3223, IAS 2603, 3003, PSY 2603, 3623, SOC 3753; and
Arts and Humanities (6 hours), two courses — FVS 3833, 3843, HIST 2713, 3723, 3743, 3783, MLLL 3000 (content based on Africa).

In addition, all courses listed are approved for African Studies, though not all courses have been approved for General Education. Courses not listed above may be substituted with the approval of the African Studies coordinator.

General Information
The School of International and Area Studies (SIAS) is an interdisciplinary academic unit. SIAS activities are supervised by a group of faculty who hold joint appointments in a number of academic disciplines, but who all share a common interest in international research and international education. The mission of SIAS is to promote internationalization of the curriculum of the University of Oklahoma and to train students to succeed in an increasingly interdependent world where their success will depend on their ability to share and use knowledge about different societies and their cultures. Students take a wide range of courses drawing from the departments of Anthropology, Communication, Economics, English, Geography, History, History of Science, Film and Video Studies, Modern Languages, Literatures, and Linguistics, Philosophy, Political Science, Sociology (College of Arts and Sciences); Art History, Music History (Weitzenhoffer Family College of Fine Arts); Geography (College of Geosciences); Architecture (College of Architecture); Management (Price College of Business); Educational Leadership (College of Education), among others.

MINOR
Fifteen hours selected from the following approved list of courses, including at least nine hours at the upper-division level. Following are the course requirements for the African Studies area:

Language (3 hours) — French 2113;
Social Sciences (6 hours), two courses — chosen from ANTH 4303, COMM 2003, 3513, 4513, ECON 4823, 4853, GEOG 2603, 3223, IAS 2603, 3003, PSY 2603, 3623, SOC 3753; and
Arts and Humanities (6 hours), two courses — FVS 3833, 3843, HIST 2713, 3723, 3743, 3783, MLLL 3000 (content based on Africa).

In addition, all courses listed are approved for African Studies, though not all courses have been approved for General Education. Courses not listed above may be substituted with the approval of the African Studies coordinator.

Undergraduate Study
The program offers the Bachelor of Arts in International and Area Studies degree with majors in Asian, European, International Studies, Latin American, and Russian and East European. SIAS also offers minors in each major field, as well as minors in African Studies and Middle Eastern Studies. Students majoring in International and Area Studies must take at least a combined total of 30 hours of major credit. At least 18 hours must be at the 3000-level or above. In addition, 16 hours of foreign language relevant to the geographical area of concentration.

African Studies
Loretta Bass, Associate Professor of Sociology, Coordinator
331 Kaufman Hall
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e-mail: lbass@ou.edu
The African Studies minor is designed to provide students with a basic understanding of Africa’s rich cultural heritage. The program provides an arena to explore how emerging African nations continue to take their place in the world, and how their strategic importance affects events on other continents. The students will examine the relative position of the United States as a world power, viewed through its historic relationship with Africa. The student choosing a minor in African Studies will work with an area coordinator to create an area of specialization. The 18 credit hours required for a minor can be fulfilled with courses in history, anthropology, political science, art, and geography.

MINOR
Fifteen hours selected from the following approved list of courses, including at least nine hours at the upper-division level. Following are the course requirements for the African Studies area:

Language (3 hours) — French 2113;
Social Sciences (6 hours), two courses — chosen from ANTH 4303, COMM 2003, 3513, 4513, ECON 4823, 4853, GEOG 2603, 3223, IAS 2603, 3003, PSY 2603, 3623, SOC 3753; and
Arts and Humanities (6 hours), two courses — FVS 3833, 3843, HIST 2713, 3723, 3743, 3783, MLLL 3000 (content based on Africa).

In addition, all courses listed are approved for African Studies, though not all courses have been approved for General Education. Courses not listed above may be substituted with the approval of the African Studies coordinator.
provide an understanding of the fundamentals of the civilizations of Asia in both traditional and modern settings, and to provide a more in-depth comprehension of specific areas within the region. This major features courses from such departments as Anthropology, Art, Architecture, History, Philosophy, Political Science, Sociology, and Modern Languages, Literatures and Linguistics. Students will obtain an educational foundation appropriate for teaching, business, research, foreign service, technological and economic development, as well as other careers related to Asia.

**ASIAN STUDIES MAJOR**

**Major requirements:** (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the College of Arts and Sciences, students pursuing a degree in Asian Studies will develop a course of study that is approved by the program coordinator and meets the following requirements:

- **Foreign Language and Literature (six hours):** Two courses at the 3000-level or above beyond the 16-hour requirement in any of the languages in the area of concentration.
- **History and Ideas (six hours):** Two courses that focus on Asia: HIST 3823, 3840, 3853, 3863, 3873, 3883, 3903, 3913, 3923, and IAS 3910.
- **Politics and Society (six hours):** Two courses that focus on Asia: ANTH 3803, COMM 3513, 4513, IAS/PSC 2603, IAS 3113, and PSC 3633.
- **Arts and Culture (six hours):** Two courses that focus on Asia: FVS 3413, MLLL 3633, 3643, MUNM 3113, 3413.
- **Geography (three hours):** GEOG 2603 or 4243.

**Study/Work Abroad:** Each student is required to spend at least one summer or winter term (preferably one year) in an approved study abroad program or in an approved foreign work experience.

**Senior Capstone Course (three hours):** IAS 4013 Senior Capstone.

**Major Support Requirements:** 16 hours of one foreign language relevant to the geographical area of concentration.

**Free Electives:** Electives to bring applicable hours to 120, including 48 upper-division hours.

**MINOR**

The minor in Asian Studies consists of 15 credit-hours of coursework approved by the area coordinator. Following are the course requirements for the Asian Studies area:

- **Language (three hours)** — Chinese 2113 or Japanese 2113.
- **Social Sciences (six hours)** — two courses from the following: ANTH 3803, 3843; COMM 2003, 3513, 4513; ECON 4823, 4853; GEOG 2603, 3223, 4243; IAS 2603, 3003, 3113; PHIL 3303; PSC 3623, 3633.
- **Arts and Humanities (six hours)** — two courses chosen from the following: AHI 4873, 4913 (content based on Asia); FVS 3413, 3833, 3843 (content based on Asia); HIST 1723, 1733, 3823, 3840, 3853, 3863, 3873, 3883, 3903, 3913, 3923; MLLL 3000 (content based on Asia), 3213, 3223, 3633, 3643, 3753.

**European Studies**

Julia Abramson, Associate Professor of Modern Languages, Literatures and Linguistics, Coordinator
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European Studies immerses students in European history and culture. The course of study includes literature, art, and geography, as well as the politics and economics of the region. The departments and schools contributing to the success of this program are Anthropology, Architecture, Art, Drama, Economics, English, Geography, History, History of Science, Music, Philosophy, Political Science, Psychology, Sociology, and Modern Languages, Literature and Linguistics. The scope of the program includes western, central and Mediterranean Europe since approximately 1500.

European Studies graduates will be capable of functioning in at least one European country in which a language other than English is spoken, and they will be able to read materials in the language of that country.

**EUROPEAN STUDIES MAJOR**

**Major requirements:** (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the College of Arts and Sciences, students pursuing a degree in European Studies will develop a course of study that is approved by the program coordinator and meets the following requirements:

- **Foreign Language and Literature (six hours):** Two courses at the 3000-level or above beyond the 16-hour requirement in any of the languages in the area of concentration.
- **History and Ideas (six hours):** Two courses that focus on Europe offered in History, History of Science or Philosophy: HIST 3123, 3153, 3173, 3183, 3193, 3203, 3213, 3223, 3233, 3253, 3263, 3353, 3503, 3943; HSCI 3013, 3023; IAS 3910; PHIL 3333, 3713.
- **Politics and Society (six hours):** Two courses that focus on Europe offered in Communications, International and Area Studies, or Political Science: COMM 4513; IAS/PSC 2603, IAS 3213; PSC 3603, 3613, 3713, 4643.
- **Arts and Culture (six hours):** Two courses that focus on Europe offered in Art History, Film and Video Studies, Music History; AHI 4303, 4333, 4403, 4503, 4553, 4633; FVS 3833, 3843; MUHI 2323, 3333.
- **Geography (three hours):** GEOG 2603 or 3513.

**Study/Work Abroad:** Each student is required to spend at least one summer or winter term (preferably one year) in an approved study abroad program or in an approved foreign work experience.

- **Senior Capstone Course (three hours):** IAS 4013 Senior Capstone.
- **Major Support Requirements:** 16 hours of one foreign language relevant to the geographical area of concentration.
- **Free Electives:** Electives to bring total applicable hours to 120 including 48 upper-division hours.

**MINOR**

The minor in European Studies consists of 15 credit-hours of coursework approved by the area coordinator. Following are the course requirements for the European Studies area:

- **Language and Literature (three hours)** — one course in an appropriate European language chosen from French, German, Italian, Portuguese, or Spanish 2113.
- **Social Sciences (six hours)** — two courses chosen from: COMM 3513, 4513; ECON 4823, 4853; GEOG 2603, 3513; IAS 2603, 3003 (European content), 3213; PSC 3603, 3613, 3673, 3713, 4643.
- **Arts and Humanities (six hours)** — two courses from the following: AHI 4303, 4333, 4373, 4403, 4503, 4553, 4633, 4653, 4913 (European content); FVS 3833, 3843 (European content); HIST 3073, 3120, 3123, 3143, 3153, 3163, 3173, 3183, 3193, 3203, 3213, 3223, 3223, 3233, 3243, 3253, 3263, 3273, 3283, 3290, 3323, 3333, 3343, 3353, 3363, 3373, 3503, 3603, 3763, 3833, 3933, 3943; MLLL 3000 (European content), 3823, 3843, 3853, 3943, 4663; MUSC 2323, 3333.

**International Studies**

Suzette Grillot, Associate Professor of International and Area Studies and Political Science, Coordinator
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The International Studies major allows students to gain a global perspective on world affairs. Through an interdisciplinary curriculum that focuses on world history, international relations and international economics, students learn how the international system operates and prepare themselves for careers in foreign affairs or international business, for advanced training in international law or business. Like the area studies programs, the international studies program requires strong understanding of a foreign language and a period of study or work abroad. Students may also combine International Studies with a minor in one of the Area Studies programs.

To complete the International Studies program, students may select courses that cross a number of world regions. Other courses may be substituted, but only with the approval of the program coordinator.
INTERNATIONAL STUDIES MAJOR

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the College of Arts and Sciences, students pursuing a degree in International Studies will develop a course of study that is approved by the program coordinator and meets the following requirements:

International Politics (six hours): Two courses to be chosen from: IAS 3013, 3023, 3033, 3043, 3153, 3213, IAS 3313, IAS 3433; P SC 3550, 3563, 4523, 4543, 4553, 4613.

World History And Culture (nine hours): Three courses to be chosen from: A HI 3673, 4503, 4653; ENGL 3433, 4423, 4433; HIST 3113, 3123, 3153, 3183, 3203, 3503; IAS 3910; MLLL 4553.

Comparative Studies (six hours): Two courses to be chosen from: ANTH 3143, 3553, 3843, 4303; COMM 3513, 4513; IAS 2413, 3000, 3113, 3123, 3133, 3143, 3423, 3443, 3853; P SC 3613, 3623, 3643, 3653, 3673, 4623, 4643; SOC 3803, 3753.

International Economics (three hours): One course to be chosen from: ECON 3613, 3633, 4713, 4823, 4853, or IAS 3323.

Geography (three hours): GEOG 2603, 3223, or 3513.

Study/Work Abroad: Each student is required to spend at least one summer or winter term (preferably one year) in an approved abroad study or work experience.

Senior Capstone Course (three hours): IAS 4013, Senior Capstone.

Major Support Requirements: Sixteen hours of one foreign language relevant to the geographical area of concentration.

Free Electives: Electives to bring total applicable hours to 120 including 48 upper-division hours.

Latin American Studies

Robin Grier, Associate Professor of International and Area Studies and Economics, Coordinator
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Latin American Area Studies provides a concentration in the region’s history and culture. The course of study features Latin America’s economic, geographic, social and political patterns as well as its problems. With a population nearing half a billion people, Latin America has traditionally been, and is now more than ever, a critical area for the United States. Students will examine the historical ties between the two regions in relation to the commonality of cultures and objectives that are becoming increasingly stronger as interdependence grows.

Students majoring in Latin American Area Studies will choose their language specialization and begin studying the Spanish and/or Portuguese language as early as their freshman year.

LATIN AMERICAN STUDIES MAJOR

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the College of Arts and Sciences, students pursuing a focus in Latin American Studies will develop a course of study that is approved by the program coordinator and meets the following requirements:

Foreign Language and Literature (six hours): Two courses at the 3000-level or above beyond the 16-hour requirement, in any of the languages in the area of concentration.

History and Ideas (six hours): Two courses that focus on Latin America: HIST 2613, 2623, 2690, 3703, 3713; IAS 1303, 3910.

Politics and Society (six hours): Two courses that focus on Latin America offered in Anthropology, Communications, International and Area Studies, and Political Science: ANTH 3143, 3333, 3883, 3893; COMM 3513, 4513; IAS/P SC 2603; IAS 3313, 3323; P SC 3653.

Arts and Culture (six hours): Two courses that focus on Latin America offered in Art History and Modern Languages Literature and Linguistics: A HI 3803, 4913; SPAN 4093, 4103.

Geography (three hours): GEOG 2603, 4253, 4263.

Study/Work Abroad: Each student is required to spend at least one summer or winter term (preferably one year) in an approved study abroad program or in an approved foreign work experience.

Senior Capstone Course (three hours): IAS 4013, Senior Capstone.

Major Support Requirements: Sixteen hours of one foreign language relevant to the geographical area of concentration.

Free Electives: Electives to bring total applicable hours to 120 including 48 upper-division hours.

MINOR

The minor in Latin American Studies consists of 15 credit-hours of coursework. Following are the core requirements for the Latin American Studies area:

Language (three hours) — Portuguese or Spanish 2113.

Social Sciences (six hours) — two courses chosen from the following: ANTH 3143, 3333, 3883, 3893, 4633; COMM 2003, 3513, 4513; ECON 4713, 4823, 4853; CEGO 2603, 4253, 4263; IAS 1303, 2603, 3003 (Latin American content); 3313, 3323.

Arts and Humanities (six hours) — two courses chosen from the following: A HI 3803, 4843, 4913; FVS 3243, 3833, 3843 (Latin American content); HIST 2613, 2523, 3690, 3703, 3713, 3000 (Latin American content); MLLL 4113, 4553.

Middle Eastern Studies

Mohammad Alhawary, Assistant Professor of International and Area Studies and Modern Languages, Literatures and Linguistics, Coordinator
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The Middle Eastern Area Studies minor allows students to combine their study of either Arabic or Hebrew with courses in the history, religions and cultures of the Middle East from Ancient to modern Times. This minor will provide the student with a basic understanding of the peoples and history of this diverse and culturally-rich region of the world and a firm foundation for further study. The cultural and language proficiency achieved will also serve as excellent preparation for a variety of job opportunities in teaching, business, government or foreign service. Students should work with the area coordinator as soon as possible to develop a coherent program of study.

MINOR

At least 15 hours, including at least nine hours at the upper division level, selected from the following approved list of courses:

Language (choose one): — One course at the 2000-level or above in Arabic or Hebrew.

Core Courses (choose 6-12 hours, at least six hours): — HIST 2013, 2683, 3840 (Mid-East Jews in Modern Times; Rebirth of Israel; International Relations in the Middle East), 3950 (Culture and Society in the Middle East), 3953, 3983; HSCI 3453; IAS 3003 (Survey of the Middle East); MLLL 3413; P SC (Middle East Politics).

Electives (six hours, maximum six hours of Arabic or Hebrew language): Arabic or Hebrew at the 3000-level or above; ARCH 4970 (Islamic Architecture); HIST 3113, 3120 (Jewish Mysticism), 3293, 3313, 3413, 3500 (Hist. Study of Religion), 3973, 3993, 4973 (The Middle East and the West), 4990.

Courses not on this list may be substituted with the approval of the Coordinator for Middle Eastern Studies.

Russian and East European Studies

Robert H. Cox, Associate Professor, Director, Coordinator
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e-mail: thcox@ou.edu

Russian and East European Area Studies is a special concentration within the European Studies major. It allows students to specialize in the study of Russia and its neighboring countries in Eastern Europe and Eurasia in
preparation for careers in teaching, research, business, government or foreign service. The program provides a broad and multi-disciplinary introduction to the larger region, with course offerings in languages, literature, political science, history, economics, geography, music, and film.

RUSSIAN AND EAST EUROPEAN STUDIES

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the College of Arts and Sciences, students pursuing a degree in Russian and Eastern European Area Studies will develop a course of study that is approved by the program coordinator and meets the following requirements:

Foreign Language & Literature (six hours): Two courses at the 3000-level or above beyond the 16-hour requirement, in any of the languages in the area of concentration.

History and Ideas (six hours): Two courses that focus on Russia and Eastern Europe offered in History, International and Area Studies, or Philosophy: HIST 2803, 3763, 3770, 3793, 3803, 3813, 3833; IAS 3910; PHIL 3333, 3713.

Politics and Society (six hours): Two courses that focus on Russia and Eastern Europe offered in Communications, International and Area Studies, Political Science, or Sociology: COMM 3513, 4513; IAS/P SC 2603; P SC 3503, 3673, 3683.

Arts and Culture (six hours): Two courses that focus on Russia and Eastern Europe offered in Film and Video Studies or Modern Languages Literatures and Linguistics: FVS/MLLL 3133; MLLL 3123, 3523, 3533.

Geography (six hours): GEOG 2603.

Study/Work Abroad: Each student is required to spend at least one summer or winter term (preferably one year) in an approved study abroad program or in approved foreign work experience.

Senior Capstone Course (three hours): IAS 4013, Senior Capstone.

Major Support Requirement: 16 hours of one foreign language relevant to the geographical area of concentration.

Free Electives: Electives to bring total applicable hours to 120 including 48 upper-division hours.

MINOR

The minor in Russian and East European Studies consists of 15 credit-hours of coursework. Following are the course requirements for the Russian and East European Studies area:

Language (three hours) — Russian 2113.

Social Sciences (six hours) — two courses chosen from: COMM 3513, 4513; ECON 4823, 4853; GEOG 2603, 3513; IAS 2603, 3003 (Russian and East European content); P SC 3503, 3673, 3683, 4643.

Arts and Humanities (six hours) — two courses chosen from the following: A HI 3133, 4163, 4273, 4913 (Russian and East European content); FVS 3833, 3843 (Russian and East European content); HIST 2803, 3763, 3770 (topic varies), 3793, 3803, 3813, 3833; MLLL 3000 (Russian and East European content), 3133, 3143, 3153, 3523, 3533, 4663.

== Graduate Study ==

Master of Arts in International Studies

The curriculum for the Master of Arts degree in International Studies provides a solid foundation in international relations theory, comparative politics, international economics, and analytic and statistical methods, comparable to that received by first-year graduate students in political science and international relations programs across the country. The more advanced work required for each major option immerses the student in the current concepts, theories, and research issues of international political, social, economic, and cultural development or those of international management and business.

For substantive questions about the MAIS program, please contact:
Dr. Mitchell Smith, Director of Graduate Studies
School of International and Area Studies
Phone: (405) 325-8893

e-mail: mps@ou.edu

GENERAL REQUIREMENTS

The Master of Arts degree requires at least 36 credit hours with thesis and non-thesis options. Students must show reading and speaking competence equivalent to the completion of three college courses in one major foreign language or the equivalent of two college courses each in two foreign languages. It is strongly encouraged that every student who applies for admission to the program will have had a significant international experience, in the form of study, work, or residence abroad before commencing the degree program. Students without such prior experience will be encouraged to undertake some study or work abroad of limited duration, as approved by their advisory committees, before completing the degree.

The two major options of global affairs and global management share a common curriculum of five, three-credit-hour core courses. In addition, a minimum of at least 18 hours will be taken in one of the major options. Students who write a master’s thesis will enroll in three credit hours of master’s thesis; students who take the non-thesis option will take an additional course in their major option so as to reach a total of at least 36 credit hours for the degree. Non-thesis students must pass a written and/or oral comprehensive examination. No more than 25 percent (nine credit hours) of the minimum 36 credit hours required for this master’s degree may be transferred from other institutions, subject to the normal rules and procedures of the University of Oklahoma Graduate College.

ADMISSIONS PROCEDURES

Applicants should submit a University of Oklahoma Application for Admission and official transcripts to the Office of Admissions, 1000 Asp, Room 127, Norman, OK 73019-4076. Test scores and supplemental application materials should be sent directly to The School of International and Area Studies, The University of Oklahoma, 729 Elm Avenue, Room 116, Norman, OK 73019-2105.

Although the Graduate College lists the deadlines for the Fall and Spring semester as July 15 and December 1, the graduate committee for the School of International and Area Studies has set an earlier deadline to apply for admission. Applicants should submit all materials before February 15 for the Fall semester and October 15 for the Spring semester. All applicants should submit the following admissions materials:

1. Graduate Record Examination or Graduate Management Admissions Test scores.
2. Three letters of recommendation, from academic referees if possible.
3. Statement of purpose explaining the motive for applying to the program and what the applicant hopes to accomplish during the course of study.
4. Official transcripts from all institutions attended.
5. University of Oklahoma Application for Admission.

ACADEMIC STANDARDS AND ADMISSION

Admission will be granted on the basis of undergraduate grade point average, scores on the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT), a statement of purpose, and at least three letters of recommendation. Applicants will be expected to have a bachelor’s degree in a discipline that will provide a foundation for graduate study in global affairs or global management. The faculty committee for the graduate program in international studies will review applications for admission. Students admitted conditionally because of low undergraduate grade point averages will be subject to the same requirements and procedures as specified by the University of Oklahoma Graduate College.

COMMON CORE CURRICULUM (15 hours)

A) The following four courses (12 credit hours): P SC 5513, International Relations Theory; P SC 5563 - International Political Economy; P SC 6603, Comparative Politics Field Seminar; ECON 5273, Survey of International Economics.

B) One graduate course (three credit hours) in statistical and analytic methods, from the following: B AD 5033, Statistical Modeling for Decision-Making; ECON 5023, Statistics for Decision Making; P SC 5913, Introduction to the Analysis of Political and Administrative Data; SOC 5283, Advanced Sociological Statistics.
The University of Oklahoma 2006-2008 General Catalog

Judaic Studies

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MINOR IN JUDAIC STUDIES

The Judaic Studies Program offers a broad panorama of the history, languages, and culture of the Jewish people from biblical times to the present. The Judaic Studies minor will provide students not only with an understanding of a unique people in history, but an appreciation of some of the primary foundational components of Western religion and civilization. In addition, the program offers students exciting opportunities for summer, one-semester, or full study abroad in Israel. Judaic Studies offers a general civilizational minor in the history, language, and culture of the Jewish people.

The minor consists of 18-20 hours, including nine at the upper division level. A minimum of five designated Judaic Studies courses will be required, two of which must include Modern Hebrew, or demonstrated proficiency.

Required courses:
History: 3973, Judaism: A Religious History
Modern Languages, Hebrew: 1115, Beginning Hebrew I; 1225 Beginning Hebrew II
(A student who enters the program with proficiency in the language will be required to take additional Judaic courses.)

Electives:
History: 3120, European Jews from Ghetto to Modernity; 3120, Jews and Other Germans; 3293, History of Anti-Semitism; 3313, Israeli Culture Through Film; 3413 Hebrew Civilization – Ancient; 3430, American Jewish History; 3500, Heaven and Hell; 3500, Historical Study of Religion; 3500, Jewish Mysticism; 3500, The Holocaust; 3500, Modern Jewish History; 3840, Mid-east Jews in Modern Times; 3840 Rebirth of Israel; 3950, Mideast Minorities in Modern Times; 3973 History of Judaism; 3983 Medieval Jewish History; 3993 Evolution of Martyrdom; 4973, Jewish Historiography; 5050 Directed Readings, in any Judaic area.

Anthropology: 4973, Anthropology of Jews & Jewishness;
English: 3633, Bible as Literature
Film and Video Studies: 3843, Yiddish Cinema
Modern Languages, Hebrew: 3063, Jewish Literature; 3113, Advanced Hebrew.

Global Affairs Option (minimum 18 hours)
INTERNATIONAL AND COMPARATIVE POLITICS: Two courses (six credit hours), as approved by the student’s advisory committee.
COMPARATIVE AND HISTORICAL STUDIES: Four courses (12 credit hours), from Anthropology, Economics, Education, Geography, History, Philosophy, or Sociology, as approved by the student’s advisory committee.

Global Management Option (minimum 18 hours)

Students pursuing the major option in global management are expected to concentrate either in the functional areas of management and marketing or in accounting and finance.

FOUNDATIONAL COURSES IN BUSINESS (four courses, 12 credit hours):
Students are expected to acquire a foundation in each of the four basic functional areas of business, accounting, finance, management, and marketing. NOTE: The foundational requirement in one or more functional areas may be waived by the student’s advisory committee if the student has had at least two undergraduate courses in each of those functional areas. If foundational courses are waived, the student will take additional courses from category B) or category C), as approved by the advisory committee, to meet the requirement of at least 18 credit hours in the Global Management major option.
ACCT 5013, Quantitative Financial Controls
FIN 5043, Financial Administration of the Firm
MGT 5083, Human Resource Management & Organizational Behavior
MKT 5063, Managerial Marketing

COURSES IN GLOBAL BUSINESS (at least two courses, six credit hours):
Students will be expected to concentrate in either accounting and finance or in management and marketing.

Concentration 1 - Accounting and Finance
ACCT 5023, International Financial Statement Analysis;
ACCT 5313, Managerial Accounting Tools
FIN 5970, International Finance

Concentration 2 - Management and Marketing
MGT 6513, Global Business and the Environment
MKT 5973, Seminar: International Marketing

If additional courses are needed to bring the student’s program in global management up to 18 credit hours, they will be drawn from elective courses, as approved by the student’s advisory committee, following the student’s concentration either in accounting and finance or in management and marketing.

College of Arts and Sciences

5913, Introduction to the Analysis of Political and Administrative Data;
SOC 5283, Advanced Sociological Statistics.
C) Reading and speaking competence in ONE major foreign language approved by the student’s advisory committee at a level equivalent to three semesters of college-level instruction, or reading and speaking competence in TWO major foreign languages approved by the student’s advisory committee equivalent to two semesters each of college-level instruction. The student’s competence in the language will be certified by the ACTFL/ETS examination or by an alternative instrument approved by the OU Department of Modern Languages, Literatures, and Linguistics. Students must have fulfilled this requirement at the time of graduation.

Thesis and Non-thesis options

Thesis option (with three credit hours for IAS 5980 - Master’s Thesis): A master’s thesis will be required, demonstrating the student’s capacity for independent, original research, analysis, and synthesis. Each student will enroll for three credit hours of IAS 5980, Master’s Thesis. Upon completion of the thesis, the student must submit an oral defense of the thesis.

Non-thesis option (with an additional three credit-hour elective course to meet the 36 hour minimum): The student must pass a written and/or oral comprehensive examination on the course work for the program, administered by a committee of the faculty of the program, and take an additional three-hour elective course in the major option, as approved by the student’s advisory committee to meet the 36 credit-hour minimum for the degree. The advisory committee will determine the format of the comprehensive examination.

Global Management Option (minimum 18 hours)

INTERNATIONAL AND COMPARATIVE POLITICS: Two courses (six credit hours), as approved by the student’s advisory committee.
COMPARATIVE AND HISTORICAL STUDIES: Four courses (12 credit hours), from Anthropology, Economics, Education, Geography, History, Philosophy, or Sociology, as approved by the student’s advisory committee.

Global Management Option (minimum 18 hours)

Students pursuing the major option in global management are expected to concentrate either in the functional areas of management and marketing or in accounting and finance.

FOUNDATIONAL COURSES IN BUSINESS (four courses, 12 credit hours):
Students are expected to acquire a foundation in each of the four basic functional areas of business, accounting, finance, management, and marketing. NOTE: The foundational requirement in one or more functional areas may be waived by the student’s advisory committee if the student has had at least two undergraduate courses in each of those functional areas. If foundational courses are waived, the student will take additional courses from category B) or category C), as approved by the advisory committee, to meet the requirement of at least 18 credit hours in the Global Management major option.
ACCT 5013, Quantitative Financial Controls
FIN 5043, Financial Administration of the Firm
MGT 5083, Human Resource Management & Organizational Behavior
MKT 5063, Managerial Marketing

COURSES IN GLOBAL BUSINESS (at least two courses, six credit hours):
Students will be expected to concentrate in either accounting and finance or in management and marketing.

Concentration 1 - Accounting and Finance
ACCT 5023, International Financial Statement Analysis;
ACCT 5313, Managerial Accounting Tools
FIN 5970, International Finance

Concentration 2 - Management and Marketing
MGT 6513, Global Business and the Environment
MKT 5973, Seminar: International Marketing

If additional courses are needed to bring the student’s program in global management up to 18 credit hours, they will be drawn from elective courses, as approved by the student’s advisory committee, following the student’s concentration either in accounting and finance or in management and marketing.
School of Library and Information Studies

Kathy Latrobe, Director and Graduate Liaison
Maggie Ryan, Coordinator, Admissions/Academic and Student Support Services

120 Bizzell Library
Norman, OK 73019-6032
Phone: (405) 325-3921
FAX: (405) 325-7648
Internet: http://www.ou.edu/cas/slis/
e-mail: slisinfo@lists.ou.edu

Faculty Roster
Professors Hawamdeh, Latrobe, S. H. Lee, Lester, Patterson, Swisher, Van Fleet, Wallace; Associate Professors Brown, R. Taylor; Assistant Professors Burke, Martens, Kim, Yi.

Degrees Offered
• Bachelor of Arts in Information Studies
• Master of Library and Information Studies
• Master of Science in Knowledge Management
• Master of Library and Information Studies/Master of Education
• Master of Library and Information Studies/Master of Arts (History of Science)

Post-Master’s Program
• Certificate of Advanced Studies

AREAS OF SPECIALIZATION
Academic, public, school, and special libraries and information centers; health sciences; children’s literature and youth services; knowledge management; Native American services; and library technology.

Undergraduate Study

Bachelor of Arts in Information Studies
The primary focus of Information Studies is the information enterprise broadly defined. Graduates will be prepared to explore and analyze information needs and work within the organizational context to develop appropriate and effective approaches to satisfying those needs. The central theme of the Information Studies program is facilitating the link between people, whether individuals or groups, and the information necessary to their success. The goals of the Information Studies program are 1) to provide a broadly based liberal arts education focused on the knowledge, skills, and values required to design, implement, and manage information operations in any organizational setting, and 2) to prepare graduates for careers in an increasingly information-rich and information-based global society.

The Bachelor of Arts in Information Studies is an interdisciplinary program that draws courses from a variety of departments and schools. Requirements for the major in Information Studies total 39 semester hours, including an 18 semester hour required Information Studies core and 21 additional semester hours in Information Studies and cognate disciplines. Students must also complete the General Education requirements designated by the College of Arts and Sciences and any prerequisite courses required for courses in the Information Studies curriculum. The 18 semester hour required core consists of the following courses:

• LIS 2003, The Information Environment
• LIS 3003, Object-Oriented Information Systems
• LIS 4003, Information Systems and Networks
• LIS 4103, Design & Implementation of Networked Information Services
• LIS 4663, Information Studies Field Project
• LIS 4823, Internship in Information Studies

The remaining 21 semester hours include courses from six key content areas: Economics, Information and Enterprise, Interpersonal Communication, Organizational Communication, Leadership, and Information in Society. A grade of C or better is required for all major courses.

Graduate Study

Admission Requirements
MASTER OF LIBRARY AND INFORMATION STUDIES
The admission policy of the Master of Library and Information Studies (MLIS) has as its goal the selection of persons who are academically well-qualified and who exhibit a potential for contribution in the area of library and information services. The School of Library and Information Studies encourages applications from students with diverse educational, geographical, and intellectual backgrounds.

In addition to meeting the general requirements for admission to the Graduate College, applicants to the must also meet the admissions requirements for the Master of Library and Information Studies degree program. Compliance with those requirements is demonstrated by presentation of the following documents:
1. An application to the Master of Library and Information Studies program.
2. A statement of purpose and goals including a specific professional career plan and a self-assessment of relevant prior experience.
3. A professional resumé.
4. Three letters of recommendation, each with a completed SLIS evaluation form, from persons familiar with the applicant’s scholastic or employment record.
5. Scores of the Graduate Record Examination (GRE). GRE scores are not required from applicants who have completed a post-baccalaureate degree with a GPA of at least 3.20 on a four-point scale.

Full Graduate Standing
An applicant may be granted full graduate standing if:
1. all required documentation has been submitted and determined to be complete, and
2. the applicant has been determined to be acceptable for admission to the Graduate College, and
3. the applicant’s academic record indicates a grade point average of at least 3.00 for the last 60 hours of letter-graded undergraduate coursework or has completed a master’s degree or at least 12 semester hours of letter-graded graduate coursework with a cumulative 3.00 grade point average for all graduate work, and
4. the applicant submits valid Graduate Record Examination scores.

Conditional Admission
A graduate of an accredited four-year institution whose grade point average is below 3.20 but not less than 2.80, and who has met all other requirements for admission to full graduate standing may be admitted conditionally. A student whose grade point average is below 2.80, but who has met all other requirements, may apply for admission after completing at least 12 hours at the undergraduate (3000 or above) level in an effort to improve the grade point average and demonstrate academic competence.

Transfer Credit
Students who transfer from another graduate program at the University of Oklahoma or from another institution may be admitted to full graduate standing in the School of Library and Information Studies if they have satisfied all of the requirements listed above. For applicability of transfer
credit toward the degree sought, see also the general regulations of the Graduate College.

No more than nine hours taken prior to admission to the MLIS program may count toward the MLIS degree. Students enrolled in unclassified status are cautioned to submit a complete application before they have completed 12 hours.

All transfer credit must be approved by the University's Office of Admissions and the School's Admission Committee. The conditions for transfer of credit include the following:
1. All hours must be graduate hours from an accredited institution, graded A or B, and must not have been applied toward another degree.
2. All Library and Information Studies hours must be from an ALA accredited program.
3. All hours must be related to and supportive of each individual’s program. The student is responsible for submitting a written request to the Admissions Committee, asking for consideration of the transfer hours and providing documentation regarding the applicability of such coursework.

**Denial of Admission**

Students who have been denied admission to the MLIS program may not enroll in Library and Information Studies courses. This restriction includes students who change their status to unclassified after denial of admission to the program. Students who have been denied and who enroll in graduate LIS courses may be disenrolled by the School.

**Appeals**

Any applicant who feels that he or she has been wrongly denied admission to the MLIS program may appeal in writing to the Admissions, Financial Aid, and Academic Standing Committee.

**MASTER OF SCIENCE IN KNOWLEDGE MANAGEMENT**

The admission policy of the Master of Science in Knowledge Management (MSKM) degree program has as its goal the selection of persons who are academically well-qualified and who exhibit a potential for assuming leadership roles in creating knowledge-sharing cultural environments within organizations. The School of Library and Information Studies encourages applications from students with diverse educational, geographical, cultural, and intellectual backgrounds.

Applicants for admission to the MSKM degree program must meet the admissions criteria established by the University of Oklahoma Graduate College. Detailed information on admission to graduate study at the University of Oklahoma is provided in the Graduate College Bulletin.

In addition to meeting the general requirements for admission to the Graduate College, applicants must also meet the admissions requirements for the Master of Science in Knowledge Management (MSKM) degree program. Compliance with those requirements is demonstrated by presentation of the following documents:
1. An application to the Master of Science in Knowledge Management program.
2. A statement of purpose and goals, including a specific professional career plan and a self-assessment of relevant prior experience.
3. A professional résumé.
4. Three letters of reference from persons familiar with the applicant's scholastic or employment record.
5. Scores for the Graduate Record Examination; GRE scores are not required for applicants who have completed a post-baccalaureate degree with a grade point average of at least 3.20 on a 4-point scale.

**Full Graduate Standing**

An applicant may be granted full graduate standing if:
1. all required documentation has been submitted and determined to be complete, and
2. the applicant has been determined to be acceptable for admission to the Graduate College, and
3. the applicant's academic record indicates a grade point average of at least 3.20 for the last 60 hours of letter-graded undergraduate course work or has completed a master's degree or at least 12 semester hours of letter-graded graduate coursework with a cumulative 3.00 grade point average for all graduate work, and
4. the applicant submits valid Graduate Record Examination scores.

**Conditional Admission**

A graduate of an accredited four-year institution whose grade point average is below 3.20 but not less than 2.80, and who has met all other requirements for admission to full graduate standing may be admitted conditionally. A student whose grade point average is below 2.80, but who has met all other requirements, may apply for admission after completing at least 12 hours at the undergraduate (3000 or above) level in an effort to improve the grade point average and demonstrate academic competence.

**Transfer Credit**

Students who transfer from another graduate program at the University of Oklahoma or from another institution may be admitted to full graduate standing in the School of Library and Information Studies if they have satisfied all of the requirements listed above. For applicability of transfer credit toward the degree sought, see also the general regulations of the Graduate College.

No more than nine hours may be transferred into the MSKM program from an institution other than Oklahoma State University; students may petition to transfer up to 15 hours of Oklahoma State University graduate credit.

All transfer credit must be approved by the University’s Office of Admissions and the School’s Admission Committee. The conditions for transfer of credit include the following:
1. All hours must be graduate hours from an accredited institution, graded A or B, and must not have been applied toward another degree.
2. All hours must be related to and supportive of each individual’s program.

**Denial of Admission**

Students who have been denied admission to the MSKM program may not enroll in Library and Information Studies courses. This restriction includes students who change their status to unclassified after denial of admission to the program. Students who have been denied and who enroll in graduate LIS courses may be disenrolled by the School.

**Appeals**

Any applicant who feels that he or she has been wrongly denied admission to the MSKM program may appeal in writing to the Admissions, Financial Aid, and Academic Standing Committee.

**ADMISSION OF UNDERGRADUATES**

A senior undergraduate student not admitted to the School of Library and Information Studies may enroll in graduate courses offered by the school with the instructor’s permission. If the courses meet the conditions established by the Graduate College for graduate credit, they may be accepted as degree credits in the School of Library and Information Studies. Admission of undergraduates to the School of Library and Information Studies is based upon policy described in the general regulations in the Graduate College Bulletin. Students should be aware of the school's additional requirements governing admission and should contact the school before attempting to enroll.

**TIME LIMITS FOR COMPLETION OF MASTER’S DEGREE**

A student is expected to complete work for the master’s degree within five calendar years from the student’s first graduate enrollment in the School of Library and Information Studies. See the general regulations of the Graduate College for an extension of time.

**READMISSION**

If a student withdraws from the school, readmission may be obtained by petitioning the school. If one year or more has elapsed since enrollment, the student must also apply for readmission to the Graduate College. While in most cases courses taken in previous terms in residence will be applied to the student’s degree, some courses may not be applied toward the degree. This will more likely be the case with courses taken five or more years in the past, but it may also apply to courses taken at a more recent time.
School of Library and Information Studies Committee on Admissions, Financial Aid and Academic Standing will evaluate each case on its particular merits.

REGISTRATION AND ENROLLMENT

A student may apply at any time of the year for admission to a degree program in the School of Library and Information Studies, but must comply with University deadlines.

A student cannot carry more than 16 hours of graduate credit in any regular semester, or more than nine hours in a summer session, without permission of the Dean of the Graduate College. Graduate students who are employed must reduce the number of credit hours carried in proportion to the number of hours worked. This will necessarily extend the time required to complete the degree program.

When a student has been admitted to a degree program in the School of Library and Information Studies, it is assumed that the student will enroll in the program at the first registration period following completion of the admission requirements. At the student’s request, enrollment may be postponed for as much as one calendar year. If the delay exceeds one year, the entire application procedure must be reinitiated.

When the student is accepted by the school, a faculty adviser is assigned and noted in the student’s letter of acceptance. Upon acceptance to the program and prior to the completion of 12 hours at the latest (including any hours taken before official admission to the program), any student in the MLIS or MSKM program must file with the School a program of study showing which courses are to constitute the 36 hours to be taken for the degree, including any courses to be taken at the University of Oklahoma outside the school and any courses transferred from another institution. Students are required to work with the adviser during attendance at the school and must consult with the adviser prior to enrollment each semester. The student should also consult the adviser at any time that academic or career-related problems arise. A student’s request for a change of adviser will be given due consideration.

Degree Programs

MASTER OF LIBRARY AND INFORMATION STUDIES

The School of Library and Information Studies offers the only American Library Association-accredited master’s degree program in Oklahoma. The Master of Library and Information Studies (MLIS) degree may be taken as either a thesis or nonthesis option. While it is possible to complete the degree in one calendar year, most students take their coursework over a longer period of time. The degree must be completed within five calendar years from the time of initial enrollment.

Candidates for the MLIS, nonthesis option must fulfill the following:

1. Complete the following four, three-hour courses:
   • LIS 5023, Management of Information and Knowledge Organizations
   • LIS 5033, Information and Knowledge Society
   • LIS 5043, Organization of Information and Knowledge Resources
   • LIS 5053 Information Users in the Knowledge Society
2. Complete 15 hours of guided electives.
3. Maintain a B grade point average. A maximum of two grades of C may be applied toward the degree. Students receiving a grade of D or F in any letter-graded LIS course will be removed from the program.

Additionally, any required course in which a student earns a grade of C must be repeated (three grades of C result in termination from the program). A student cannot use the course in which the grade of C was earned toward fulfillment of degree requirements.

4. Complete a minimum of 36 hours of graduate credit.
5. Pass a written comprehensive examination, or develop and defend a student portfolio.

Requirements for the thesis option are the same, except that no comprehensive examination or portfolio is required, and the student must complete and defend a thesis. Six credit hours are allowed for thesis research.

A student may enroll for degree credit in courses outside the School, but the courses chosen must relate closely to and support the student’s program as a whole. A student wishing to take courses outside the School must include those courses on the program plan and obtain his/her adviser’s signature.

Specialist Option—Health Sciences Librarianship

Medical, hospital, social science agencies, and other health-related agencies need information specialists educated in health sciences librarianship. The School of Library and Information Studies offers the following courses to students interested in pursuing a career in this area: LIS 5613, Biomedical Bibliography and Reference Materials; LIS 5623, Biomedical Data Bases; and LIS 5823, Internship in Library/Information Centers. The courses are held at the University of Oklahoma Health Sciences Center. Students should discuss a full program in this area with their advisers.

Dual Degree Programs

In its quest to provide alternative educational opportunities for students wishing to specialize in a variety of areas, the School of Library and Information Studies has developed a number of specialized programs. In addition, the Generic Dual Master’s degree program is available for students who wish to earn dual master’s degrees not specified by the School.

Master of Library and Information Studies (M.L.I.S.)/Master of Education (M.Ed.)

The purpose of this program is to provide a course of study for those individuals wishing to pursue careers in education, such as school library media centers, vocational-technical libraries, junior college media centers, special education centers, correctional facilities, armed forces libraries and educational centers; or in business and industry with emphasis in instructional media.

The dual degrees offered are the Master of Library and Information Studies (MLIS) and the Master of Education (M.Ed.) with emphasis on instructional psychology and technology. Program requirements are structured to provide students with maximum professional education. Admission, retention, advisement, and graduation requirements are administered jointly by both the School of Library and Information Studies and the College of Education. Students wishing more information should contact both academic units. Most of the courses required for the education portion of this degree are offered only at the Norman campus.

Master of Library and Information Studies (M.L.I.S.)/Master of Arts (History of Science)

The School of Library and Information Studies and the Department of History of Science offer a dual degree program for their two fields. Students apply and are accepted by each department. Dual degree students work with a joint advising committee made up of faculty from both units. The requirements for the master’s degree in each department must be met.

CERTIFICATE PROGRAM FOR SCHOOL LIBRARY MEDIA SPECIALIST

The School of Library and Information Studies offers a program leading to completion of the MLIS degree program and the Oklahoma Standard School Library Media Specialist Certificate. A student interested in pursuing the School Library Media Specialist Certificate should plan a program of study with the assigned adviser as soon as possible to coordinate the OU certification requirements with the student’s previously developed competencies as documented by transcripts and to ensure that needed courses will be accessible on the SLIS course rotation schedule. Completion of the MLIS program and preparation for the School Library Media Specialist Certificate may require additional coursework beyond the 36 hours required for the MLIS.

Students seeking the masters’ degree in Library and Information Studies (MLIS) and the Standard School Library Media Specialist Certificate must:

1. Hold a valid initial standard teaching. The school library media certificate is an advanced certificate that may be added to an initial certificate in early childhood education, elementary education, elementary-secondary
education, secondary education, or vocational-technical education, or in another area approved by the state.

2. Fulfill requirements for the MLIS degree.

3. Fulfill requirements for the NCATE-approved school library media program for competencies attained through the following courses or their equivalents:
   - LIS 5023, Management of Information and Knowledge Organizations
   - LIS 5033, Information and Knowledge Society
   - LIS 5043, Organization of Information and Knowledge Resources
   - LIS 5053, Information Users in the Knowledge Society
   - LIS 5183, Books and Materials for Children
   - LIS 5193, Books and Materials for Young Adults
   - LIS 5283 School Library Media Center Administration
   - LIS 5403 Cataloging and Classification
   - LIS 5253 Community Relations and Advocacy, or LIS 5503
   - LIS 5543 Collection Development and Management, or LIS 5513
   - LIS 5603 Information Systems and Networks, or LIS 5533
   - LIS 5713 Research Methods

4. Fulfill requirements for the student portfolio required by the Oklahoma Commission on Teacher Preparation.

5. Successfully complete the state teaching examination for the specialized subject area for school library media.

After completion of 1-5 above, the University of Oklahoma will recommend the student for standard library media specialist certification by the state.

**MASTER OF SCIENCE IN KNOWLEDGE MANAGEMENT**

The Master of Science in Knowledge Management (MSKM) degree was created in response to an increasing need for knowledge managers in business, industry, education, government, and public service organizations. The program is designed to provide students with an understanding of not only the contemporary business and technology issues relevant to the firm/industry, but also the ‘people issues’ that are playing an increasingly important role in organizational knowledge creation processes. The course of study is designed to prepare graduates who understand knowledge management concepts, are familiar with knowledge management tools, can facilitate mapping of knowledge assets in organizations, are skilled in the tools and processes of market intelligence, are prepared to effectively exploit intellectual capital, understand the value and roles of competitive analysis, can design and implement knowledge management systems, and are prepared to assume leadership roles in creating a knowledge-sharing culture within organizations. Graduates will acquire the combined capabilities of a business strategist, technology analyst, and a human resource professional. Although courses for this degree will be multi-disciplinary and interdisciplinary, the School of Library and Information Studies assumes administrative and operational oversight.

Candidates for the MSKM non-thesis option must fulfill the following:

1. Complete the following four, three-hour courses:
   - LIS 5023, Management of Information and Knowledge Organizations
   - LIS 5033, Foundations of Information Studies
   - LIS 5043, Organization of Information
   - LIS 5053, Information Users in the Knowledge Society

2. Complete 15 hours of guided electives.

3. Maintain a B grade point average.

4. Complete a minimum of 36 hours of graduate credit.

5. Pass a written comprehensive examination.

Requirements for the thesis option are the same, except that no comprehensive examination is taken, and the student must complete and defend a thesis. Six credit hours are allowed for thesis research.

**GENERIC DUAL MASTER’S DEGREE**

The generic dual master’s degree allows a graduate student at the University of Oklahoma the option of seeking master’s degrees in each of any two areas of his/her choosing. In order to pursue the generic dual master’s degree, the student must be admitted to both programs before 12 credit hours of program work is completed in either program. Once admitted to both programs, the student will be admitted into the Generic Dual Master’s Degree Program. Further details are available in University bulletins and from the individual departments.

**Certificate of Advanced Study**

The growth in the number and variety of information resources demands increased specialization. Practicing librarians and information specialists have attempted to attain this specialization in various ways — on the job training, short courses, workshops — generally through an unsystematic process with obvious costs in terms of effectiveness and efficiency. To respond to technological and other changes in the profession, the School of Library and Information Studies has developed a program of study beyond the master’s degree, one that will lead to the Certificate of Advanced Study.

**OBJECTIVES**

The objectives of the program are: (1) to provide librarians/information specialists with the opportunity to upgrade and update knowledge in library and information studies; (2) to provide librarians/information specialists with an opportunity to redirect or strengthen their present career paths; (3) to develop an awareness of the role, significance, and importance of research in library/information studies and its application in the field; and (4) to provide MLIS students with the opportunity to obtain additional specialized skills and competencies in order to improve their career prospects.

**ADMISSION REQUIREMENTS**

To be admitted, a student must:

1. hold a master’s degree in Library Information Studies from an institution with a Library and Information Studies degree program accredited by the American Library Association;

2. have completed a minimum of two years of professional experience broadly related to Library Information Studies after completion of the master’s degree.

Applicants who have not completed two years of professional experience after receipt of the master’s degree should petition the Admissions Committee of the School of Library and Information Studies for special permission to enter the Sixth Year Certificate Program. Such a petition must indicate: (a) reasons for waiving this requirement; (b) special training, skills, competencies, or other factors that would contribute to the success of the applicant in the program; and (c) the applicant’s potential for successful completion of the program.

**APPLICATION PROCEDURES**

Prospective students must submit an application for admission to the University and transcripts of academic performance to the Office of Admissions, 1000 Asp Avenue Room 127, Norman OK 73019-4076.

Applicants must send an application for admission and three letters of reference to the School of Library and Information Studies. The letters should be sent only in those instances where there are no references on file, or existing letters of reference are three or more years old. Graduate Record Examination scores are not required.

**PROGRAM COMPONENTS**

Thirty hours of coursework beyond that taken as part of a master’s degree in Library Information Studies are required for the certificate. Credit hours for completion for the Sixth Year Certificate requirements may include post-master’s coursework, regularly offered master’s level coursework, and graduate courses offered in other departments of the University.

In order to ensure a unified program of study tailored to meet the individual needs and interests of the student, the Director of the School will appoint a committee of three, consisting of a chair and two faculty members who will work closely with the student and develop a written program of studies for the 30 credit hours.
Prior to enrollment in the program, the tentative program of studies must be approved by the Director of the School. Students may take up to nine credit hours outside the School of Library and Information Studies.

**RETENTION STANDARDS**

The student enrolled in any program of the School of Library and Information Studies must maintain acceptable academic standards in order to remain in the school. Students admitted to full graduate standing in the school must maintain an overall B average in all courses attempted. If at the end of any semester a student's cumulative grade point average has fallen below 3.00, the student will be placed on academic probation for the next semester (or summer session) in which the student enrolls. If the student fails to raise the total cumulative grade point average to 3.00 in the next 12 hours in which the student enrolls, the student will be dropped from the school.

When students who have been conditionally admitted have completed the first 12 hours in their program, they must have achieved a grade point average of 3.00 or better for all graduate-level courses attempted or they will be denied re-enrollment. Further, they must have met the conditions set out in their letter of conditional admission, including successful completion of designated courses.

Graduate College regulations require a grade average not lower than B on all graduate work attempted for eligibility for any graduate degree. The School of Library and Information Studies requires that a student receiving more than six credit hours of C or lower in letter-graded courses in Library and Information Studies be dropped from the School's rolls. This requirement will be observed regardless of a student's overall grade point average. Additionally, any student who has been admitted to the MLIS program receiving a grade of D or lower in any letter-graded LIS graduate course will be withdrawn from the program.

A student who has received two or more I (incomplete) grades that have not been changed to passing grades normally will not be permitted to enroll for another semester's work.

Certain courses in the School of Library and Information Studies may be graded on a S/U (Satisfactory/Unsatisfactory) basis. A grade of S is equivalent to a grade of B or better. Students may not enroll in more than 12 hours of Satisfactory/Unsatisfactory graded courses as credit toward completion of degree requirements.

Student records are evaluated at the end of each semester. The director will notify any student whose academic performance is less than satisfactory by letter.

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**Department of Mathematics**

**Paul R. Goodey, Chair**  
**Murad Ozaydin, Graduate Liaison**

423 Physical Sciences Center  
Norman, OK 73019-3103

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FAX: (405) 325-7484

Internet: [http://www.math.ou.edu/](http://www.math.ou.edu/)  
e-mail: pgoodey@ou.edu

**Faculty Roster**

Professors Albert, Apanasov, Basmajian, Brady, Breen, Dickey, Goodey, Grasse, Gutman, Landes, Lee, Magid, McCullough, McKnight, Miller, Ozaydin, Przebinda, Rubin, Walschap, Wei, White; Associate Professors Akin, Lifschitz, Murphy, Ray, Roche, Shankar, Zhu; Assistant Professors Forester, Petrov, Remling, Schmidt.

**Degrees Offered**

- Bachelor of Arts
- Bachelor of Science in Mathematics

**Undergraduate Study**

The department encourages self-study and the taking of advanced mathematics courses in high school. Credit for this activity may be earned through a variety of examinations, including those given by the College Entrance Examination Board (advanced placement), the department (advanced standing), and CLEP (College-Level Examination Program). Advanced standing tests are administered through the Independent Study Department. Transfer students are urged to consult either the department office or undergraduate mathematics adviser if doubt exists concerning proper placement.

Students majoring in mathematics, the physical sciences, or engineering should take the calculus sequence 1823, 2423, 2433, and 2443. The sequence 1743–2123, is designed for students in business and the life or social sciences.

Courses numbered below 1823 do not carry major credit. Neither do the courses 2123, 2213, 3213, 4280. Only students in the teacher certification program may earn major credit for 4232.

The department strongly recommends a grade of C or better in all prerequisite mathematics courses.

**MAJOR PROGRAMS**

The student whose major interest is in mathematics may work either for the standard degree of Bachelor of Arts or the professional degree of Bachelor of Science in Mathematics.

For a well-rounded program in mathematics, majors should purposely seek out a variety of fields before specializing, even though this may result in more credit hours than are actually required for a major.

All major programs must include 12 hours of elementary calculus (1823, 2423, 2433, and 2443). Majors are strongly urged to take 2513 and 3333 before completing the calculus sequence.

The additional requirements for specific programs follow (unless otherwise indicated, all course numbers indicate mathematics courses).

**FINANCIAL SUPPORT**

The Mathematics Department has a number of endowed scholarship funds to support its undergraduate majors. Scholarship applications are accepted from January to March each year with the awards announced in April. Applications are available in the ‘Undergraduate Study’ section of the Math Department Web page: [www.math.ou.edu](http://www.math.ou.edu).

**STANDARD (1701A)**

The standard degree program (code 1701A) leading to the Bachelor of Arts general option requires:

- one course outside the Department of Mathematics of at least three hours credit and having 1823 as a prerequisite.
- 2513, 3333;
- 3113 or 3413;
- nine additional hours at the 3000-level or higher including six hours at the 4000-level or higher (excluding 3213 and 4232);
- 4513.

Grades of C or better must be earned in all mathematics courses at the 3000-level or higher.
PROFESSIONAL (1701K)
The professional degree program (code 1701K) leading to the Bachelor of Science in Mathematics requires:
- 2513, 3333, 4323, 4373, 4433, 4853;
- 3113 or 3413;
- three hours from 4333 or 4443;
- 4513.
Grades of C or better must be earned in all mathematics courses at the 3000-level or higher.

MATHEMATICS B.S./BIOSTATISTICS M.S. (1701L)
The dual B.S./M.S. degree in Mathematics and Biostatistics (code 1701L) requires the following mathematics courses:

**B.S. Component**
- 2513, 3333, 4073;
- 3113 or 3413;
- three hours from 4323, 4383, or 4433;
- three hours from 4733 or BSE 5703;
- three hours from 4743 or BSE 5733;
- six hours from 4083, 4113, 4193, 4233, 4333, 4373, 4433, 4443, 4753, 4853, 4793 or BSE 6663, 4773 or BSE 6643, BSE 5653.

**B.S./M.S. Component**
- BSE 5001, BSE 5113, BSE 5163, BSE 5193, BSE 5980 (also satisfies senior capstone requirement);
- three hours from HAP 5113, HPS 5213, OEH 5013;
- six hours of math from 4083, 4113, 4193, 4233, 4333, 4373, 4433, 4443, 4853, 5793 or BSE 6663, 5773 or BSE 6643, and BSE 5653.

These six hours may not duplicate the six hours of electives for the undergraduate major requirements and when offered as slash-listed courses must be taken at the graduate level.

**M.S. Component**
- three hours from BSE 5303, BSE 5363, or BSE 6363;
- six hours of math or biostatistics chosen in consultation with adviser from MATH 5783 or BSE 5653, BSE 6663, BSE 6643, MATH 5793 or BSE 6663;
- BSE elective chosen from any BSE course (excluding 5103, 5950, and 6950) that has not been taken to fulfill other requirements.

**Additional Requirements**
- ZOO 2124 or MBIO 2815.

**Prerequisites for Major Support Requirements**
- Biological science chosen from ZOO 1114 or 2404;
- Physical science chosen from CHEM 1315 or 1425, PHYS 2414 or 2514.

At least one of the biological or physical science courses must have a laboratory component.

No more than eight hours toward the dual degree program may carry a grade lower than a B. No course at the 4000-level or higher with a grade of C or better must be earned in all mathematics courses at the 3000-level or higher.

**TEACHER CERTIFICATION**
The student planning to teach mathematics in the secondary school should follow the mathematics teacher certification program. He or she may receive either the standard or professional degree. However, the courses 2513, 3613, 4643 and 4753 must be taken. Further requirements are discussed in this catalog under Teaching Certificates.

Mathematics majors who are candidates for degrees with honors must satisfy all of the requirements for a professional degree. For other requirements students should consult the director of the Honors Program.

**MINOR**
The requirements for the minor in mathematics are: 15 hours of courses acceptable for major credit, including 2443 and nine upper-division hours including six hours numbered 4000 or above. Three hours of either 3960 or 3970 (not both) may be substituted for three hours at the 4000-level or higher.

**Graduate Study**

**Master's Programs**
In order to meet a variety of needs, the department has established several masters' programs. The traditional Master of Arts degree (Option I) is particularly suitable for students who may want to pursue a doctorate or who are interested in teaching at the college level. The Master of Science degree emphasizes applications of mathematics. The dual degree program addresses the increasing need of mathematics in business and management.

**MASTER OF ARTS DEGREE**
For admission to this program with full standing, a student should have completed the mathematics courses required for a bachelor's degree with a major in mathematics at the University of Oklahoma or their equivalents. Students lacking this preparation must acquire it, either by taking the courses or advanced standing examinations. The course requirements are:

1. Twelve hours of elementary calculus equivalent to Math 1823, 2423, 2433, and 2443.
2. Math 2513, 3333, 4323, 4433.
3. Two courses from: 3413 (or 3113), 3613, 3693, 4073, 4083, 4163, 4333, 4373, 4433, 4733 (or 4753), 4743 (or 4753), 5423 (or 4103), 5653, 5853, 5863.

For the M.A. degree the student must present a minimum of 32 hours at the 4000 level or above.

The general requirements of the Graduate College must be satisfied as well as the following departmental requirements:

- a. At least 15 hours from 5353-5363, 5453-5463, 5853-5863.
- b. If only 15 hours are taken from (a), then another six hour sequence of 5000 or 6000 numbered courses must be taken.
- c. Pass comprehensive examinations over three sequences listed in (a) or (b), two of which must be chosen from sequences in (a). Master's candidates who plan to seek a Ph.D. at the University of Oklahoma should take the qualifying examination to satisfy this requirement. The qualifying examination consists of comprehensive examinations over all three sequences in (a).

Both thesis and non-thesis programs are available for the master's degree.

**MASTER OF SCIENCE DEGREE**
For entry to this program, a student is expected to have knowledge of a computer language, and one course in each of the areas of differential equations, linear algebra, modern algebra, advanced calculus, and probability/statistics. If the student is deficient in these prerequisites, up to three hours of work taken in residence to satisfy the requirements may be included in the graduate program with the approval of the graduate liaison.

Each student shall obtain approval for his or her program of study from the Applied Math Committee. This committee, with the graduate liaison as an ex-officio member, will ensure that the program of study, including a thesis, if any, will provide a coherent education in applied mathematics appropriate for a master's degree, and that it will meet the formal requirements of the department. Course requirements are as follows:

1. One three-hour course in each of the areas of statistics and numerical analysis/computer science.
2. Two three-hour courses in abstract mathematics.
4. Two courses besides those used in (1) in some area of applied mathematics.
5. At least two courses, taken at the 4000 level or higher from outside the mathematics department, which use mathematics beyond elementary calculus. A maximum of nine hours of coursework outside of mathematics can be applied to the degree.
6. No more than nine hours of coursework in mathematics below the 5000 level, and at most 12 hours of 4000-level coursework in total. No courses below 4000 level can be applied to the degree.
7. A total of 32 hours, of which 12 hours must be at the 5000 level or higher in the mathematics department. A thesis is not required, but is an option for a maximum of two hours credit. Each student will pass a comprehensive examination over material to be determined by the student’s committee.

**M.S. OPTION FOR MATHEMATICS TEACHERS**

This program differs from the above M.S. degree in the following ways:

1. The entering student should be a certified or prospective teacher of secondary mathematics.
2. Up to six hours of work taken in residence, which is needed to make up any deficiencies the student may have, may be included in the student’s graduate program.
3. Course requirement (5) for the M.S. degree is replaced by the following requirement: the student’s program will include at least three hours of directed reading/independent study in mathematics education (a maximum of nine hours in education may be counted in the degree program).

**DUAL MASTER OF BUSINESS ADMINISTRATION/MASTER OF SCIENCE DEGREES**

The Master of Business Administration/Master of Science degree in mathematics program is available for those students who wish advanced training in both fields of study. The combined degree program consists of fewer hours than the total number normally required for the two degrees taken separately. See graduate section of this catalog for a description of this dual degree option.

**Doctoral Programs**

**DOCTOR OF PHILOSOPHY**

In order to be admitted to the Ph.D. program in mathematics, a student should first have completed a master’s degree or equivalent. A total of at least 90 hours of graduate-level work is required for this degree, of which two hours may be master’s thesis (5980) or special problems (5990). A student who desires to study for the doctorate must pass a qualifying examination. A syllabus of the material covered by the examination is available in the departmental office. The examination may be repeated only once. This examination covers the first-year graduate sequences in algebra, analysis, and topology. An incoming graduate student with a master’s degree is required to take the qualifying examination not later than the second semester in residence. After the qualifying examination and after an agreement has been reached with a thesis adviser, the student then requests an advisory conference to determine a program in the area of interest.

The 90-hour program for the degree must include the following sequences of mathematics courses numbered above 5000:

1. A sequence of 12 hours (including seminars) in one of the major areas of mathematics;
2. Sequences of six hours in each of three other areas;
3. A thesis representing an original contribution to mathematical knowledge.

The candidate chooses the sequences in consultation with his/her Advisory Committee, which is responsible for determining the scope and character of the program of study. The student will normally participate in seminars and colloquia in addition to coursework.

Reading proficiency in two foreign languages is required.

**Ph.D. — Option in Undergraduate Mathematics Curriculum and Pedagogy Research**

A student who desires to study for this option of the mathematics doctorate must pass the qualifying review at a level appropriate for this option as determined by the Graduate Committee in consideration of the student’s record and qualifying examination performance.

A total of at least 90 hours of graduate-level work is required for this degree. The program must include the following:

1. An approved combination of 9 hours of reading, seminar and other mathematics courses numbered above 5000 in research in mathematics curriculum and pedagogy.
2. Approved sequences of six hours of courses numbered 5000 or above in each of two areas of mathematics, excluding courses used for the master’s degree.
3. An approved combination of no less than 18 hours of relevant courses above the 5000-level inside or outside the department to provide the necessary tools for research in undergraduate mathematics curriculum and pedagogy.
4. A thesis representing an original contribution to research in undergraduate mathematics curriculum and pedagogy. The program will include at most 15 hours of MATH 6980, Dissertation Research.

The candidate chooses the sequences in consultation with his/her Advisory Committee, which is responsible for determining the scope and character of the program of study. The 18 hours of research tool courses required above replace the foreign language requirement for this option of the mathematics doctoral program. Students will normally participate in seminars and colloquia in addition to coursework.

**Support**

Extensive support is available for students enrolled in a graduate program in Mathematics. The department has a limited number of fellowships available; all students are automatically considered for these fellowships.

Although both teaching and research assistantships are available, incoming students are generally considered only for graduate teaching assistant appointments.

Application materials are available from the Director of Graduate Studies, Department of Mathematics, University of Oklahoma. Applications for support are accepted at any time; however, the majority of offers are extended from March to June of each year. Students desiring support in the fall terms should have completed applications sent to the Department of Mathematics by June 1st (March 1st for students applying outside the USA). A student for whom English is not a native language must submit the TSE to be considered for a teaching appointment.

**Medieval and Renaissance Studies**

Luis Cortest, Professor of Modern Languages, Literatures and Linguistics, Adviser

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**MINOR**

The undergraduate minor in Medieval and Renaissance Studies is an attractive opportunity for students who wish to gain further understanding of medieval and Renaissance culture beyond the traditional disciplinary parameters. Fascinating in their diversity, medieval and Renaissance arts, literature, history, science, and philosophy offer rich material for study in their own right and also reveal the foundations upon which the achievements of subsequent periods were built.

The minor consists of 18 hours, including nine at the upper-division level. Six hours must be completed in each of the three core areas from courses...
listed below (excluding courses in the major department). No more than three of the 18 hours may be independent study. MRS courses may substitute in any area where appropriate and as approved by the MRS advisor. No major in Medieval and Renaissance Studies is offered; students wishing to concentrate on these areas of study are best served by majoring in another humanities discipline while pursuing a Medieval and Renaissance Studies minor.

I. History and Philosophy

History: 1113, 1223, 2683, 3060 (topics in Medieval History), 3113, 3133, 3143, 3323, 3363, 5200 (Directed Readings in Medieval History).

History of Science: 3013, 3453, 3823.

Philosophy: 3133, 3423, 5313.

II. History of the Arts

Art History: 4233, 4243, 5990 (Special Studies: Medieval/Renaissance).

Drama: 3713.

Music History: 2313, 4970 (Undergraduate Seminar: Medieval/Renaissance), 5523, 5543.

III. Literature

English: 2513, 2543, 3513, 3523, 3533, 4133, 4413, 4513, 4523, 4533, 4543, 4553, 5523, 5533, 5543.

French: 4153, 5313, 5323, 5603, 5613.

German: 4313, 4603, 5113.

Spanish: 4153, 5203, 5333, 5713.


Medieval and Renaissance Studies (MRS): 3013 (Medieval Literature in Translation); 3903 (Seminar in Medieval Culture), 3990 (Independent Study), 4013 (Materials and Methods), 4903 (Seminar in Medieval Culture), 4990 (Independent Study).

Department of Modern Languages, Literatures, and Linguistics

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Faculty Roster


Degrees Offered

• Bachelor of Arts
• Master of Arts
• Master of Arts/Master of Business Administration
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. Please refer to the Graduate College section of this catalog for general information on graduate programs.

General Information

The main goal of the department is to enable students to speak, understand, read and write a foreign language. The department also strives to impart to the students an understanding of the culture or cultures in which that language is spoken, its history, and its present situation. In the literature courses, more than improved reading skills are sought; studying the literature of a foreign language brings together all of the skills the students have learned, opens to discussion a wide variety of topics, and provides a great source of knowledge. The department does not deal solely with the matter of preparing students for certain careers; the faculty believes in providing a more complete education and better understanding of life for every individual. Faculty advisers are available in each language to provide educational guidance according to students’ interests and goals.

Programs for Academic Excellence

Students are encouraged to study abroad as an enhancement to their degree programs. Summer or semester and year-long exchange programs in South America, Europe, Asia, and Africa are available to all students.

Special Facilities

The Modern Languages Learning Center is a state-of-the-art computer facility that provides students a wealth of resources for studying and learning modern languages. The Learning Center boasts a large library of digitized listening files, Web activities, language-learning software, and video/DVD materials. Listening materials and Web activities are available to students in the Learning Center and via the remote connection to the Internet.

Careers

The study of languages and literatures combines preparation for a career with a more sophisticated understanding of the world. Students who develop an awareness of languages and literatures are able not only to understand the world better but also to contribute more to society. Although teaching languages and literatures is a popular and satisfying career option, some language majors serve their country in the Diplomatic Corps, while others enter the private sector and a wide variety of business fields.

Scholarships and Financial Aid

Graduate assistantships are available through the department. All graduate assistants are required to enroll in MLLL 4813 during their first semester. In addition, graduate assistants are required to enroll in a minimum of six credit hours of graduate-level courses per semester. For information on scholarships, students should contact the department.

Undergraduate Study

BACHELOR OF ARTS DEGREE

The department offers the Bachelor of Arts degree with majors in Chinese, French, German, Russian, Spanish and Linguistics. Beginning language courses do not count toward the major. In the second year, students focus on improving the basic skills of speaking, understanding, reading, and writing while gaining some exposure to the culture and the literature of the language. The third year generally focuses on improving conversation skills and pronunciation, acquiring a stronger understanding of the grammatical rules of the language, and reading a limited number of complete literary works. In the senior year, majors study civilization and literature from its origins to the modern era.
COURSE PLACEMENT

Students who have completed two or more years of high school foreign language and who wish to continue their foreign language study at the University will be placed in appropriate courses based on their scores in the placement exam. Students who have not completed the normal two-year high school language sequence should enroll in 1115. Those who wish to demonstrate higher proficiency should consult the placement adviser of the Department of Modern Languages, Literatures and Linguistics. Students have the right to appeal their course placement.

Placement examinations are administered during pre-enrollment periods as well as during regular enrollment periods. The examination is also given during the pre-enrollment period in the summer for new students planning to enroll in the University in the fall. Students should check with the Department of Modern Languages, Literatures, and Linguistics concerning the specific place and dates on which such examinations will be given.

NATIVE SPEAKER POLICY

For departmental purposes, the Department of Modern Languages, Literatures, and Linguistics defines a native speaker of a language as any individual who has been raised in a family and a society where this language is habitually used for everyday communication and is the language of instruction in the student’s school system.

To satisfy the General Education language requirement, native speakers must obtain a waiver of language requirement form from the Department of Modern Languages, Literatures, and Linguistics and take an appropriate test.

A native speaker may not enroll in any undergraduate skills course in his or her native language, with the single exception of the course in Advanced Composition 3423, but may earn credit by advanced standing exams. Undergraduate skills courses include all courses in which the primary goal is language usage, i.e., all elementary and intermediate courses, and all composition, conversation and phonetics courses. However, this does not preclude native speakers from earning credit by advanced standing exams.

If a student seeks a teaching certificate with a major in his or her native language, the student must complete the advanced composition course, as well as all literature and civilization courses or equivalent required for the major. If additional hours are needed in order to meet the 35 hour certification requirement for a language major, the student may apply for retroactive credit for as many hours of skills courses as are needed to meet that requirement, provided that a grade of B or higher was earned in Advanced Composition. Such hours are entered on the student’s transcript, but under no circumstances may they count toward any MLLL degree program at the University of Oklahoma.

Major Requirements

MODERN LANGUAGES

The following courses may not be counted as major work: 1000-level courses; RUSS 2003; SPAN 3623, 3723, 3733, 3743. Students majoring in a modern foreign language also may work toward a standard secondary teaching certificate in foreign language. Information concerning teaching certificate programs will be found in this catalog under the Arts and Sciences TE+ program of the College of Education degree programs.

Chinese

All major students are required to take 2113, 2223, 3113, 3223, 4113, 4223, 4533, 4543, 4633, 4643; two courses in Chinese literature and culture: MLLL 3753 and MLLL 4753; as major support requirements, take one course in Chinese history approved by Chinese adviser and one course in Chinese philosophy or Chinese politics approved by Chinese adviser or any equivalent approved by Chinese adviser.

French

The following courses are required for major students: 2113, 2133 or 2263, 2223, 2243, 3083, 3423, 3853, 4153, 4163, 4313, 4323, 4993; one course in French taken at the 3000-level or above, to be approved by adviser; a course in modern European history; and demonstrate an elementary knowledge of another classical or modern language, either by course credit (up to 10 hours), CLEP, or advanced standing exam.

German

All major students are required to take 2113, 2223, 2323, 3423, 3853, 4313, 4323, 4333, MLLL 3823; one of the following: 3523, 3623 or 3723; plus two courses at the 4000/5000 level to be selected by the student; and as a major support requirement, a history course (HIST 3263, HIST 3603) or an alternate course approved by an adviser and an upper division cognate course to be approved by adviser.

Russian

All major students are required to take the following courses: 2113, 2223, 3073, 3323, 3423, 4173, 4183, 4613; MLLL 3523, MLLL 3533. Students must also take two additional courses in Russian literature or culture: MLLL 3123, 3133, 3143, or another appropriate course with approval of the Russian adviser. Major support requirements: a History course from 2803, 3770, 3793, 3803, 3813, or any equivalent approved by the Russian adviser.

Spanish

All major students are required to take the following courses: 2113, 2223, 3073, 3423, 3853, 4093, 4103, 4153, 4163, 4183, 4313, 4323; and a course in the history of Spanish America or Spain and demonstrate an elementary knowledge of another classical or modern language, either by course credit (up to 10 hours), CLEP, or advanced standing exam.

Linguistics

All students must complete 33 hours in the major. The following courses are required: LING 2303, 3033, 3053, 3353, 4983, PHIL 4133, and either LING 4313 or ENGL 4133. Additionally, students must choose four courses from the following: LING 3043, 4023, 4053, 4330, 4363, 4550, ANTH 3063, PHIL 4533, 4543, LING/PHIL 5143.

In addition, students must demonstrate significant experience in foreign language study, according to the following criteria:

- For students who are native English speakers, the foreign language support requirement may be met by either obtaining a major or minor in a foreign language; or by two years of college instruction in one foreign language plus one year of college instruction in a second foreign language. For students who are native speakers of a language other than English and for whom English is a foreign language, the requirement will be met by proficiency in the native language as demonstrated by testing out at the third-year level (equivalent to the minor) with guidance by the departmental adviser; or satisfaction of the College of Arts and Sciences foreign language requirement in a language other than the native language.

Minor Requirements

Students majoring in other subjects may elect to minor in one of the modern languages listed below or in linguistics. The requirements are:

- **Arabic:** 1115, 1225, 2113, 2223, 3113, 3223, MLLL 3413.
- **Chinese:** 1115, 1225, 2113, 2223, 3113, 3223, MLLL 3753.
- **French:** 2113, 2223, 2243 or 2263, 3423 and six hours at the 3000- or 4000-level.
- **German:** 2113, 2223, 2323 or 2123, 3423 and six hours at the 3000- or 4000-level.
- **Italian:** 2113, 2223, 3073, 3423, 3853, plus either MLLL 3303, 3373, or a course approved by the Italian adviser.
- **Japanese:** 1115, 1225, 2113, 2223, two courses from: JPN 3113, 3123, 3133, 3223, any 4000-level JAPN course, plus three hours from MLLL 3213, 3223, 3633, 3643.
- **Portuguese:** 1115, 1225, 2113, 2223, 3113, 3223, MLLL 4113.
- **Russian:** 2113, 2223, 3323, 3423; and three hours from 3073, 4173, 4183, MLLL 3123, 3523, 3533.
- **Spanish:** 2113, 2223, 3073, 3423, plus six hours chosen from any 3000 or 4000 level SPAN course.
Making the international education accessible to individuals with backgrounds in Spanish, French, or German. Those without proficiency in the relevant language would be expected to enroll in preparatory study. The program of study would be identical to pursuing the programs separately except nine credit hours of each program would also be counted toward other programs' requirements. The dual program varies in length between 57 and 75 graduate credit hours. The students must be accepted by both units for this dual degree program, but this does not preclude students already in one degree program from applying to the other at a later date. Students dropping out of one of the degree programs may continue to pursue the degree in the remaining program. Students must complete the requirements for the dual program in the same academic session. Students completing the dual program will be awarded the M.B.A. and the M.A. in the same academic session.

Admission, retention, and degree requirements are maintained by the separate academic units. Individuals interested in the M.B.A./M.A. degree in French, German or Spanish should contact both academic units. Admission recommendations are made by both academic units separately based on the admission requirements of the respective units.

Doctor of Philosophy

Doctoral degrees with the following emphases are offered:
1. Romance language, consisting of a French major and Spanish minor or a Spanish major and French minor.
2. French, with a minor in a related field in the humanities or in education.
3. Spanish, with a minor in a related field in the humanities or in education.

NOTE: Only graduate-level courses (5000-/6000-level) are applicable toward the major and the minor.

The total number of hours required for the Ph.D. is 90 hours beyond the bachelor's degree, including credit earned for the M.A., if applicable to the Ph.D. program. The Romance language emphasis requires 45 hours of coursework in the major field, 25 hours in the minor field and one course in the history of Romance languages. The Ph.D. degrees in French and Spanish require 61 hours of coursework in the major and nine hours in the minor.

Prerequisites for the Ph.D. degree in French and Spanish include the following:
1. Master’s degree in the relevant literature or equivalent.
2. Three letters of recommendation.
3. 3.50 on a 4.00 scale on all graduate coursework presented on accompanying transcripts.
Native American Studies

Joe E. Watkins, Director
Barbara Hobson, Assistant Director
Jerry Bread, Outreach Coordinator

216 Ellison Hall
Norman, OK 73019-3119

Phone: (405) 325-2312
FAX: (405) 325-0842

Internet: http://www.ou.edu/cas/nas/

Degrees Offered
• Bachelor of Arts
• Master of Arts

Undergraduate Study

Bachelor of Arts

The Native American Studies Program at the University of Oklahoma is designed to provide students with basic skills in reading, writing, and analytical thinking and an understanding of cultural diversity through comparison of Native American and other cultural values and issues. The curriculum gives students a basic understanding of American history and the role that Native Americans have played in it; an understanding of contemporary social and political issues that affect Native American communities; an appreciation of the importance of art, music, and dance in Native American life; training with community-based programs that will prepare graduates to assume positions in government, education, social services, and tribal programs; and learning skills that will enable graduates to enter academic or professional programs at the graduate level.

The major is an interdisciplinary degree offered in the College of Arts and Sciences. Students will take a core of courses offered by NAS faculty and select from courses in several departments, including anthropology, English, history, music, fine arts, communications, and geography. Students will also have the opportunity to take one of a number of native languages that the University offers.

The major requires a minimum of 39 hours, including 21 at the upper-division level. The course requirements are as follows:

Core Requirements (30 hours)
ANTH 2613, Native Peoples of North America
ENGL 2733, American Indian Literature: Early and Traditional; or 2743, American Indian Literature: Modern and Contemporary
HIST 3633, The American Indian to 1870, or 3643, The American Indian: 1870–present
NAS 1013, Introduction to Native American Studies
NAS 3863, Native American Research Methods
NAS 4013, Senior Capstone
NAS 4803, Native American Sovereignty
NAS 4913, American Indian Education Policy, or NAS 4933, Intro. to Tribal Economic Development
NAS 4920, Internship (3 hours)

One course from the following: MUNM 3213, Native American Music; A HI 4803, North American Indian Prehistoric Art; A HI 4813, 19th Century North American Indian Art History; A HI 4823, 20th Century American Indian Art History; ARTC/NAS 4693, Native American Artist; ARTC/NAS 4893, Contemporary Native American Artist II; NAS 3333, Native American Film.

Major Support Requirements (12 hours)

In addition, 12 semester hours not used toward the major core area must be completed from the following list for major support:

1. Examinations in the area of specialization within the major: three (3) hours;
2. All other examinations in the major and minor fields: two (2) hours each. The examination in a minor field outside the department may take place during the regularly scheduled oral examination.
3. The oral examination is scheduled within two weeks after the last written examination. Students are required to present a prospectus of their dissertation at the oral examination (see dissertation below). No Ph.D. examinations, whether written or oral, may be scheduled during University finals week.
4. The general examination covers the entire major field and courses taken for the minor field. The Ph.D. committee is responsible for preparing the examination questions or for asking other graduate faculty to prepare questions in their specific area of specialization. The Ph.D. committee grades all portions of the examination.
5. In the case of inadequate results of the examination, two minor areas of the examination may be retaken. Failure in the area of specialization within the major and/or in more than two minor areas requires the retaking of the entire examination.
6. Upon successful completion of the Ph.D. general examination, students who do not hold an M.A. degree in their major field may be awarded one by making application and paying the required fees.

Ph.D. DISSERTATION

Students in the Ph.D. program are urged to choose a topic for their dissertation as early as possible. A dissertation prospectus (five pages minimum plus selected bibliography) is required at the time of the oral examination.

Candidates conducting research or writing their dissertations enroll in dissertation hours (French or Spanish 6980). Following the initial enrollment, a student must maintain continuous enrollment during each regular semester (summers excepted) in at least two (2) hours of 6980 until the degree is completed or the candidacy discontinued. Exceptions will be made for military service. However, enrollment in 6980 is mandatory in any semester or summer session during which the student is actually doing dissertation work regardless of other hours of enrollment.

Candidates must comply with graduate college regulations in applying for graduation and payment of fees. When all requirements have been fulfilled and all University procedures completed, the candidate’s name is placed on the list for the following commencement, and the degree is awarded as of that date.

4. Students must demonstrate reading competency in a second language. In order to do so, they may take the departmental graduate reading exam or complete four semesters in another language.
5. Application must be completed by April 1 for consideration for admission in the fall semester, and by October 1 for the spring semester.
6. The application must include a narrative statement of intent written in the target language. It must describe the applicant’s accomplishments and plans for the future.

In addition, the Romance language emphasis requires 10 hours of Latin as a prerequisite.

Students entering the program are encouraged to show evidence of residence in a French- or Spanish-speaking country. A reading knowledge of a second language, for which an examination is administered by the department, is required for the Ph.D. degree in French or Spanish.

Ph.D. GENERAL EXAMINATION

The Ph.D. general examination is normally given during the 12th week of the semester as follows:
1. Examination in the area of specialization within the major: three (3) hours;
   2. All other examinations in the major and minor fields: two (2) hours each. The examination in a minor field outside the department may take place during the regularly scheduled oral examination.

The oral examination is scheduled within two weeks after the last written examination. Students are required to present a prospectus of their dissertation at the oral examination (see dissertation below). No Ph.D. examinations, whether written or oral, may be scheduled during University finals week.

The general examination covers the entire major field and courses taken for the minor field. The Ph.D. committee is responsible for preparing the examination questions or for asking other graduate faculty to prepare questions in their specific area of specialization. The Ph.D. committee grades all portions of the examination.

In the case of inadequate results of the examination, two minor areas of the examination may be retaken. Failure in the area of specialization within the major and/or in more than two minor areas requires the retaking of the entire examination.

Upon successful completion of the Ph.D. general examination, students who do not hold an M.A. degree in their major field may be awarded one by making application and paying the required fees.

Native American Studies

4803, North American Indian Prehistoric Art; A HI 4823, 20th Century American Indian Art History; ARTC/NAS 4693, Native American Artist; ARTC/NAS 4893, Contemporary Native American Artist II; NAS 3333, Native American Film.

Major Support Requirements (12 hours)

In addition, 12 semester hours not used toward the major core area must be completed from the following list for major support:
Students will select one additional course from the following: ANTH 1613; 3453, 3503, 3893, 4653, 4663, 4673, 4693, 4703, 4813, 4873; COMM 2133; GEOG 4563; HIST 1543, 3430, 3703; MUNM 3213; NAS 3113, 3333, 3693, 4833.

Majors must meet the College of Arts and Sciences language requirement by studying a native language. Majors must complete 2 introductory-level Native American language courses (ANTH/NAS/CREK/KIOW 1713 and 1723, CHER/CHOC 1715 and 1725, or the equivalent) plus a 2000-level course in a Native American language (ANTH/NAS/CHER/CHOC/CREK/KIOW 2733).

Departmental 4990 courses will apply as approved by the director of the degree program. A maximum of six of these hours will apply. Open topics courses such as Communication 3810, NAS 3693, and History 3430 will be limited to six hours.

**MINOR**

The undergraduate Native American Studies minor requires a minimum of 15 hours of courses acceptable for major credit, including nine upper-division hours. The following specific requirements must be met; one course from each of the following four groups:

1. **ENGL** 2733, 2743, 3013, 4343.
2. **ANTH** 2613; **HIST** 1543, 3633, 3643.
3. **NAS** 4803, 4913; **ANTH** 3433.
4. **A HI** 4803, 4813, 4823, 4833; **MUNM** 3213; **ARTC/NAS** 4693.

Students will select one additional course from the following: ANTH 1613; 3503; 4653; 4663; 4673; 4693; 4813; A HI 3803; COMM 2113; ENGL 3253; 3353 4343; GEOG 4563; NAS 3113; 4913; 4933.

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### Graduate Study

**Master of Arts**

The master’s degree in Native American Studies is designed to allow students to expand their knowledge of American Indian cultures and strengthen their skills in writing, critical analysis of arguments and problem solving. The curriculum focuses on the study of American Indian culture, history, arts and contemporary policy issues. By bringing several disciplinary approaches to bear on a particular group of people, it allows students to deal with multiple perspectives on issues such as tribal identity, aesthetics, cross-cultural communication and conflict, and formation of federal policy.

The program has the flexibility to meet the needs of graduating seniors who wish to pursue graduate work leading toward doctoral study and careers in college teaching, employees of American Indian tribes and government agencies who want to further their careers, K-12 teachers who need graduate work to maintain certification, and individuals who are simply seeking to increase their knowledge of and skills in interpreting American Indian cultures and concerns.

The master of arts degree in Native American Studies requires a minimum of 30 hours of coursework, including seminars in history, English, anthropology, art criticism, and ethnomusicology; two courses chosen in consultation with the student's graduate adviser, which may be regular scheduled seminars or directed readings; a one-hour seminar on thesis writing; and research for the thesis. Courses that meet these requirements are drawn from the following:

- **A HI** 5823, 20th-Century American Indian Art History
- **A HI** 5833, Survey II: North American Indian Prehistoric Art
- **A HI** 5843, 20th Century Hispanic and Latin American Art History
- **ANTH** 5223, Theories of Culture
- **ANTH** 5803, Theories of Identity
- **ANTH** 5823, Contemporary Native American Ethnology
- **ARTC** 5893, Contemporary Native American Artist II
- **ENGL** 5332, Native American Women Writers
- **ENGL** 5333, Native American Fiction
- **ENGL** 5353, Native American Poetry
- **ENGL** 5363, Native American Non-Fiction and Criticism
- **ENGL** 5373, Graduate Topics in Native American Literature
- **HIST** 6400, Seminar in American History, 1-4 hours
- **MUHI** 5970, Native American Music
- **NAS** 5103, Interdisciplinary Seminar
- **NAS** 5050, Directed Reading in Native American Studies
- **NAS** 5971, Pre-Thesis Seminar
- **NAS** 5980, Research for Master’s Thesis

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### Department of Philosophy

**Hugh Benson**, Chair  
**Wayne Riggs**, Graduate Liaison  
**Zev Trachtenberg**, Undergraduate Liaison

**605 Dale Hall Tower**  
**Norman, OK 73019-2006**  
**Phone**: (405) 325-6324  
**FAX**: (405) 325-2660  
**Internet**: [http://www.ou.edu/cas/ouphil/](http://www.ou.edu/cas/ouphil/)

**Faculty Roster**

Professors Benson, Cook, Elugardo, Sankowski, Swoyer, Zagzebski;  
Associate Professors Badhiwar, Hawthorne, Montminy, Riggs, Trachtenberg; Assistant Professors Ellis, Irvin, Olberding.

**Degrees Offered**

- **Bachelor of Arts**  
- **Master of Arts**  
- **Doctor of Philosophy**

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. For additional information on graduate programs, individual documents detailing each graduate program are available from the Graduate College and their Web site at [http://gradweb.ou.edu/](http://gradweb.ou.edu/). This information is updated yearly and should be referred to for requirements of each graduate program.

**General Information**

The department offers broad training in the major fields of philosophy, with particular strengths in ethics, the history of ancient and modern philosophy, logic, metaphysics, epistemology, philosophy of religion, philosophy of language, philosophy of mind, and political philosophy. A low graduate student/faculty ratio ensures individual attention for all graduate students. In addition to a wide range of courses, the department provides a rich and lively philosophical environment, with a good deal of informal interaction between faculty and students supplementing coursework and related activities. Additional information can be found on the department home page (address listed above).

**Programs for Academic Excellence**

Kingfisher College, Kingfisher, Oklahoma, discontinued giving instruction in 1927. An agreement with the trustees of the college provided for transferring a part of the library of the college to the University, for administering the Kingfisher College records for each graduate of Kingfisher College, recognizing the merits of the degree held by each, and inviting the holder to become associated with the alumni of the University.

In 1951 the trustees of the college and the regents of the University jointly established a chair in the Department of Philosophy named Kingfisher College Professor of Philosophy of Religion and Ethics. Since its origin this chair has been expanded into an operative section of the Department of Philosophy, including both graduate and undergraduate level courses.
Undergraduate Study

Bachelor of Arts Degree

Undergraduate studies in philosophy provide a broad background for a variety of disciplines and intellectual pursuits. Students planning a career in college teaching, law, medicine or the ministry will find these studies especially useful. Two majors are offered: philosophy, and ethics and religion.

PHILOSOPHY

The philosophy major is an excellent preparation for professional graduate programs in business, medicine, and law, and for graduate programs in philosophy. It is also ideal as a second major in conjunction with physics, psychology, economics, political science, or literature. But perhaps most importantly, the philosophy major fosters a sense of wonder, and provides a rigorous intellectual method for gaining understanding of oneself and the world. By learning about the heritage of philosophical examination, students acquire an informed basis for arriving at their own conclusions about their most basic beliefs and values. Philosophy encourages students to become critical thinkers — to reason clearly and correctly concerning important and fundamental issues.

The ability to write clear, coherent papers is essential to philosophy. Philosophy majors receive specialized training in writing for the field in a Writing Workshop, and they must take at least two majors-only courses, in which they have intensive writing requirements.

Undergraduate philosophy majors are required to complete 31 hours in the field. They must take three courses in the history of philosophy, at least two of which must be the majors-only version (the 38xx numbered course): History of Ethics (3253 or 3853), Ancient Philosophy (3313 or 3813), and Modern Philosophy (3333 or 3833). In conjunction with one of the majors-only courses they must take the Writing Workshop (3811). They must also take Symbolic Logic I (4133) and either Metaphysics (4513) or Epistemology (4523). A maximum of nine hours of lower-division courses may be used to satisfy major requirements. The Senior Capstone in Philosophy (PHIL 4893) is required of all majors. Students must earn a grade of C or better to receive credit for PHIL 4893.

ETHICS AND RELIGION

The ethics and religion program is offered in recognition of the significance of studies in ethics and religion to the development of informed and sensitive students. The program serves an important and widespread interest among students and the University’s larger community.

Courses for the ethics and religion major are drawn chiefly from Philosophy, but students may also use relevant courses from other departments as cognate studies. Cognate courses are chosen in consultation with a departmental adviser, and are usually from Anthropology, Classics, English, History, Political Science Sociology, and Religious Studies. This ethics and religion program is enriched by the Bizzell Bible Collection of more than 700 items and a notable collection of monographs and journals dealing with social, ethical and religious themes.

Like philosophy majors, ethics and religion majors are also given training in writing for philosophy. They must take at least one majors-only course, and Writing Workshop.

Ethics and religion majors are required to complete at least 31 hours. Required philosophy courses include: Intro. to Philosophy of Religion (2403); History of Ethics for Majors (3853); three courses from a list of courses in ethics, philosophy of religion, and history of philosophy (1203, 3293, 3313 or 3813, 3333 or 3833, 3423, 3433, 3443, 3713, 4293); and the Writing Workshop (3811). In addition, the Senior Capstone in Philosophy (PHIL 4893) is required of all majors. Students must earn a grade of C or better to receive credit for PHIL 4893.

Ethics and religion majors may choose, as their electives, a minimum of 12 hours of coursework from other disciplines related to studies in ethics and religion or from other philosophy courses. Appropriate courses shall be determined in consultation with the student’s adviser. A minimum of 15 hours of upper-division courses must be used to satisfy major requirements.

Minor

The minor requires at least 18 hours of philosophy, nine of which must be upper division, including Philosophy 1103 or 1113; 3313 or 3333; and a course from one of the following areas: aesthetics, ethics, philosophy of religion, social and political philosophy. Students with special interests should consult one of the undergraduate advisers.

Courses for Non-Majors

Most students who take philosophy courses are not philosophy majors. The topics covered by philosophy — e.g., moral, legal, aesthetic and religious values, logic, the theory of knowledge and the history of human thought on these subjects — are of interest to most college students, and many philosophy courses satisfy general education requirements. Nonmajors are welcome in any course for which they have the appropriate prerequisites. Consult the course descriptions for information on prerequisites for courses above 3000.

Graduate Study

Requirements for Admission

Applicants must satisfy the general requirements of the Graduate College, to which application should be made initially and transcripts sent. The department also requires the following:

1. Brief statement of purpose;
2. Scores on the GRE verbal, quantitative, and analytic examinations;
3. Unofficial copies of transcripts
4. Three letters of recommendation (preferably from teachers familiar with the student’s work);
5. A writing sample (e.g., an undergraduate essay), and
6. A minimum TOEFL score of 575 (if administered in written format) or 233 (if administered on computer) for all applicants for whom English is a foreign language.

Applicants who intend to leave OU after completing the Master’s degree should apply to the M.A. program. Applicants who wish to obtain a Ph.D. Degree from OU should apply to the Ph.D. program. Students admitted to the Ph.D. program are offered a graduate assistantship.

Prerequisites for Full Graduate Standing

It is normally expected that entering graduate students will have completed undergraduate work in logic and in the history of philosophy (ancient and modern). Students with a deficiency in one or more of these areas may be required to complete the appropriate undergraduate course(s) or to establish competency by special examination.

Master of Arts Degree

Thesis Program

The thesis option requires a minimum of 30 hours of graduate work, up to four of which may be thesis research. Students who have not taken the equivalent of “Symbolic Logic I” before coming to OU are required to take the course as part of the Master’s program. (Required courses must be passed with a grade of B or better.) With approval of the graduate adviser, up to eight hours may be taken outside the department. After deciding on the thesis topic in consultation with the graduate adviser, the student should begin work on the thesis well in advance of the time he or she expects to receive the degree. Additional details are available from the department.
NONTHESES PROGRAM

The non-thesis option requires a minimum of 36 hours of graduate work. All required courses must be passed with a grade of B or better. With approval of the graduate adviser, up to eight hours may be taken outside the department. Additional details are available from the department.

Doctor of Philosophy Degree

The Ph.D. requires a minimum of 90 hours of graduate work, of which a maximum of 30 hours may be dissertation research. “Symbolic Logic II,” nine hours of history of philosophy (at least three in ancient and three in modern), nine hours of metaphysics and/or epistemology (at least three in metaphysics and three in epistemology), and nine hours of ethics (at least six in non-applied ethics) are required. All required courses must be passed with a grade of B or better. With approval of the advisory committee, up to 12 hours may be taken outside the department. Students in the Ph.D. program must pass a qualifying exam in their first or second year as described in the graduate syllabus. Doctoral candidates should be thoroughly familiar with the general requirements of the Graduate College. Where it is deemed necessary, the advisory committee may require proficiency in one or more foreign languages. After successfully completing a general examination in the student’s special field, followed by an oral examination, the student will prepare and submit a dissertation, which is supervised by the student’s dissertation committee. For further details, see the section “Doctoral Dissertation” in the General Catalog.

Contact the department for a copy of the graduate syllabus, which provides detailed information on graduate programs in philosophy.

Homer L. Dodge
Department of Physics and Astronomy

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e-mail: inquiry@mail.nhn.ou.edu

Faculty Roster

Professors: Baron, Branch, Cowan, Doezema, Furneaux, Gutierrez, Henry, Johnson, Kantowski, Milton, Morrison, Parker, Romanishin, Santos, Skubic, D. Watson; Associate Professors: Abbott, Abraham, Kao, Leighly, Mason, Mullen, Murphy, S. Ryan, Shafer-Ray, Strauss, Wang; Assistant Professors: Bumm, Shafer.

Degrees Offered

• Bachelor of Science
• Bachelor of Science in Physics
• Bachelor of Science in Astrophysics
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included, however, the general information contained in this section mainly covers undergraduate study. For additional information on graduate programs, individual documents detailing each graduate program are available from the Graduate College and their Web site at http://gradweb.ou.edu/. This information is updated yearly and should be referred to for graduate program requirements.

General Information

The Homer L. Dodge Department of Physics and Astronomy has a long tradition of educating scientists, engineers and science teachers who have achieved distinguished careers as researchers and leaders in industry and education.

Innovative education programs have been an integral part of the department since its inception and are still our tradition. Our graduates include a former Science Advisor to the President of the U.S., who was previously director of NSF, one president of a state university, one U.S. ambassador, five founders of corporations, one famous Arctic explorer, the founder and first editor of the American Journal of Physics, three other journal editors, three inventors, seven research laboratory managers, seven department chairs, one Rhodes Scholar, two Guggenheim Fellows, 76 university professors, and more than 500 other people devoted to advancing knowledge and improving the quality of life.

Programs for Academic Excellence

In addition to our own faculty, post-doctoral fellows and weekly colloquium speakers promote academic excellence within the department. With additional support from state monies and private endowment, the department hosts a large number of visiting scientists each year who bring the latest developments in their areas of interest and who present opportunities to exchange scientific ideas.

The department offers all undergraduate majors the opportunity to perform research with faculty mentors and runs a federally funded summer research program for undergraduates from all across the country.

Additionally, the Society of Physics Students (SPS) has an active chapter at the University.

Special Facilities and Programs

The Homer L. Dodge Department of Physics and Astronomy possesses an excellent scientific library of about 20,000 volumes and more than 150 journal subscriptions. Ancillary library holdings include the world-famous History of Science Collection. A professionally staffed machine shop is available as well as an in-house machine shop for use by students. The department has well-equipped laboratories for research in laser cooling and trapping of atoms and molecules, atomic and molecular collisions, nanostructured materials and devices, materials characterization, and high-energy physics instrumentation. We are also home to a multimillion dollar NSF funded Materials Research Science and Engineering Center. This center greatly expands our research effort in nanostructures. Additionally, many programs make use of facilities at national laboratories, such as CLEO, Fermilab, and Los Alamos. The high-energy physics group is part of the DØ and ATLAS collaborations. Our astronomical researchers use national observatory facilities at Arecibo, VLA, Kitt Peak, Cerro Tololo and the Hubble Space Telescope. We also have a small on-campus observatory for class use and public viewing.

Scholarships and Financial Aid

The department offers a number of scholarships each year to students majoring in physics, astronomy, or engineering physics. The scholarships range from $600-$1,500 per academic year and are renewable.

Applications (consideration deadline March 15 for following fall) may be obtained from Undergraduate Programs-Physics, 100 Nielsen Hall, Norman, OK 73019-0225.

Teaching and research assistantships are offered on a competitive basis to graduate students. Departmental applications for graduate study may be requested from: Graduate Programs-Physics, 100 Nielsen Hall, Norman, OK 73019-0225.
Undergraduate Study

Introductory Courses

Physics 1205 and 1215 form a basic sequence for physics, astrophysics and astronomy majors starting the first semester of the freshman year. Physics 2514 and 2524 comprise a two-semester basic sequence intended for engineers and other physical science majors who need to satisfy a physics requirement. Physics 2414 and 2424 comprise a two-semester sequence for premedical, medical technology, life science and other majors who require a non-calculus introductory physics course.

Duplicate credit may not be received for 1114, 1205, 2414, 2514; for 1215, 2424, 2524; nor for Astronomy 1504 and 1514. Physics 1114, 1453, and Astronomy 1504 may not be counted as major work. (*Physics 1205 and 1215 may be replaced by Physics 2514 and 2524 plus 1311 and 1321 or 2302 or 3302).

Physics Degrees

The student whose major is physics may work for the professional degree of Bachelor of Science in Physics or for the standard degree of Bachelor of Science, both of which are awarded by the College of Arts and Sciences. The engineering physics program is an interdisciplinary degree program which combines the course offerings and research activities of the Homer L. Dodge Department of Physics and Astronomy and the College of Engineering. This degree program is offered by the College of Engineering and detailed information concerning the program can be found in the College of Engineering section of this catalog.

To earn the professional degree the student must complete 45 hours of major work in physics, including the following courses: Physics 1205, 1215, 2203, 2303, 3043, 3053, 3183, 3302, 3312, 3803, 4153, 4300 (four hours); two courses chosen from 4183, 4213, 4243, 4803, 4813. Chemistry 1315 or its high school equivalent, Mathematics 2443, 3413, 3423, and three additional hours of mathematics at the 3000-level or above are also required.

To earn the standard degree the student must complete 37 hours in physics, including Physics 1205, 1215, 2203, 2303, 3043, 3053, 3183, 3302, 3803, 4300 (four hours) and one additional physics course at the 3000-level or above. Chemistry 1315 or its high school equivalent and Mathematics 2443 and 3413 are also required.

Astrophysics Degree

Students whose major interest is the application of physics to modern astrophysics may work for the professional degree of Bachelor of Science in Astrophysics.

To earn this degree the student must complete 49 hours of major work in physics and astronomy. The following courses must be included: Physics 1205, 1215, 2203, 3043, 3053, 3183, 3302 or 3312, 3803, 4153, 4300 (four hours); and Astronomy 2513, 3103, 3113, and 4303, plus one of the following: Mathematics 3423, Physics 4183 or Physics 4803. Mathematics 2443 and 3413 are also required.

It is also recommended that the student complete a course in astronomy at the 5000-level.

Astronomy Degree

The student whose major is astronomy may work for the standard degree of Bachelor of Science.

To earn this degree the student must complete 35 hours of major work in physics and astronomy. The following courses must be included: Physics 1205, 1215, 2203, 3043, 3053, 4300 (four hours); Astronomy 2513, 3103, 3113, and one of HSCI 3013, HSCI 3023 or a physics course at the 3000 level or above. Chemistry 1315 and Mathematics 2443, 3413 are also required.

All Undergraduate Degrees

A grade of C or better must be earned in each required physics, astronomy and mathematics course. A course in the history of science is recommended for all degrees.

For purposes of applying the 48 hour rule (see general college regulations), physics and astronomy are considered to be separate departments except that no more than 72 credit hours in physics and astronomy combined may be counted toward the minimum 120 hours required for graduation.

More information on the physics, astrophysics, astronomy and engineering physics programs, including a complete semester-by-semester curriculum, may be obtained by writing or calling the Homer L. Dodge Department of Physics and Astronomy, University of Oklahoma, Norman, OK 73019-2061, (405) 325-3961; or http://checksheets.ou.edu and select Arts and Sciences.

Minors

Minors are offered in physics and astronomy. The minor in physics requires Physics 1205*, 1215*, 2203, and 3043, plus one of 3053, 3183 or 3803. Mathematics 3413 is also required. (*Physics 1205 and 1215 may be replaced by Physics 2514 and 2524 plus 1311 and 1321 or 2302 or 3302).

The minor in astronomy requires Physics 1205*, 1215*, 2203, 3043, and Astronomy 2513, 3103, and 3113. Mathematics 2443 is also required. (*Physics 1205 and 1215 may be replaced by Physics 2514 and 2524 plus 1311 and 1321 or 2302 or 3302).

Graduate Study

AREAS OF SPECIALIZATION

Research areas available for both M.S. and Ph.D. degrees include astronomy, astrophysics, atomic, molecular and optical physics, condensed matter, high energy, and applied physics.
Admission Requirements
In addition to the general admission requirements of the Graduate College, a student must have completed the equivalent of the following courses to attain full graduate standing: Math 3113; Physics 3054, 3183, 3803, and 4153. The graduate selection committee will determine if these prerequisites have been satisfied.

Master Of Science Degree
The department offers Master of Science programs with or without the thesis.* The thesis program requires the student to complete at least 30 hours of prescribed coursework and pass the department's Qualifying examination. This will serve as the comprehensive examination required by the Graduate College.

For the thesis program the student must complete at least 18 hours of physics and astronomy courses numbered 4000 or above. These hours must include two to four hours of Physics 5980. For the nonthesis program the student must complete at least 20 hours of physics and astronomy courses numbered 4000 or above. These 18 (or 20) hours may not include prerequisite courses Physics 4153, 4300, Astronomy 4303, or 4510.

The student must also complete at least 12 hours of other graduate coursework, which may include Physics 4153, 4300, Astronomy 4303, and 4510, or their equivalent.* An MS with an emphasis in astronomy requires a thesis.

Master Of Science (Engineering Physics)
The Master of Science degree in engineering physics is offered as either a thesis or nonthesis. The nonthesis program requires completion of 32 hours of graduate coursework (comprised of a minimum of 12 hours of physics and 12 hours of engineering courses), and the student must also pass the Qualifying examination. The thesis program requires the completion of 30 hours of graduate coursework including a research thesis on some topic of applied science. Up to four credit hours of 5980 must be included. If the student's research adviser is from the College of Engineering, a minimum of 12 hours of physics and nine hours of engineering courses is required; if the adviser is from the Homer L. Dodge Department of Physics and Astronomy, a minimum of nine hours of physics courses and 12 hours of engineering courses is required.

All programs of graduate study must be approved by the Engineering Physics chair or a duly appointed representative. All students in engineering physics must complete at least one three-hour math course numbered 4000 or higher. (The student may not receive credit for any course that is equivalent to one required in the undergraduate engineering physics program.)

Master Of Natural Science Degree
Physics is one of the fields which may be used to meet the requirements of the degree of Master of Natural Science. The degree is designed for students interested in teaching science in the secondary schools. The details of this degree are described under Natural Science in this catalog. There are no detailed physics requirements.

Doctor of Philosophy Degree (Physics and Astronomy)
The Ph.D. program requires the student to complete at least 90 hours of coursework, take and pass the written Qualifying and General (Specialist) examinations, and complete and successfully defend the results of original research as a dissertation.

The student must complete at least 90 hours of graduate coursework as follows: 36 hours or more of required physics and astronomy courses, which must include Physics 5013, 5153, 5163, 5393, 5403, 5573, and 5583.
**Department of Political Science**

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**Faculty Roster**


**Degrees Offered**

- Bachelor of Arts  
- Master of Arts  
- Master of Public Administration  
- Doctor of Philosophy

**General Information**

The Department of Political Science is the academic home for faculty, staff members, undergraduate students, and graduate students who share a love of politics and a devotion to learning. The department offers two undergraduate degrees, one in political science and the other in public affairs and administration. Master’s degrees in both political science and public administration, in addition to the doctorate in political science are also offered.

The Department of Political Science is among the most intellectually eclectic at the University of Oklahoma. Faculty and students pursue research and study in topics as varied as American politics, comparative politics, international relations, public policy, public administration, and political theory. There are no intellectual or methodological orthodoxies. A diverse faculty and group of students pursue a multiplicity of paths to knowledge.

Affiliated with the department are the Carl Albert Congressional Research and Studies Center, the OU POLL (Public Opinion Learning Laboratory), the Institute for Public Affairs, the International Programs Center, the School of International and Area Studies, the Religious Studies Program, and Advanced Programs through the College of Continuing Education.

**Programs for Academic Excellence**

The Carl Albert Congressional Research and Studies Center brings together scholars, students, and citizens to nurture the values of a representative democracy. In cooperation with the Department of Political Science, the Center sponsors a nationally competitive five-year specialized Ph.D. program. The program offers graduate students a dual perspective on the workings of Congress by affording them opportunities to study the institution both on-campus and in Washington, D.C. as a congressional staff member. The undergraduate research program of the Carl Albert Center provides unique opportunities for a select group of undergraduate students to work with faculty in collaborative research. The Center also oversees Capitol and Community Scholars, a program that provides undergraduate students with service learning opportunities working with state government, community organizations, and the Close Up Foundation. The Carl Albert Center Congressional Archives contains the papers of more of than 50 former members of Congress. These historical documents, manuscripts, audio/video tapes, and photographs are a valuable resource for primary research and have been utilized by political scientists and historians from across the country. In seeking to foster a wider understanding and appreciation of Congress through civic education programs, the Carl Albert Center sponsors the biennial Julian J. Rothbaum Distinguished Lecture in Representative Government, which is among the most distinguished lecture series of its kind and has resulted in a book series published by The University of Oklahoma Press. The Center also created a series of traveling exhibits on Congress that toured the state and were subsequently reproduced as poster sets for public schools and libraries. Twice each year the Center publishes a journal, Extensions, as a forum for discussion of representative government. As a participating partner in the National Education for Women’s Leadership Development Network, the Center sponsors an annual five-day N.E.W. Leadership institute to educate, empower, and inspire a select number of undergraduate women throughout the state of Oklahoma for active participation in politics and public service. The Center’s Web site is [http://www.ou.edu/special/albertctr/](http://www.ou.edu/special/albertctr/).

**Special Facilities and Programs**

Over 50 years ago the faculty in the Department of Political Science created an innovative program for non-traditional graduate students in public administration. Public administration continues to offer courses in this unique “intensified format” and, in Oklahoma, the Master of Public Administration program can be completed at either the Norman campus, the Oklahoma Center for Continuing Education, or OU-Tulsa. In addition, the program is offered at military installations in Asia/Pacific, Oklahoma, Washington, D.C., and several other U.S. sites. The intensified format, in which classes are taught on two or three successive weekends or in one-week evening seminars, is especially useful for students who are fully employed and have difficulty leaving the workplace to attend a graduate program. Students admitted to the Master of Public Administration program can complete the degree with on-campus courses, weekend courses, or a combination of both. Additional information can be obtained by writing to Programs in Public Administration, Department of Political Science, 455 W. Lindsey St., Room 305, Norman, OK 73019-2003.

The University of Oklahoma Public Opinion Learning Laboratory (OU POLL), a state-of-the-art survey research center, was created by President David L. Boren in 1999. The OU POLL specializes in public opinion research through telephone and mail surveys as well as focus groups and it conducts surveys for various government, non-profit, academic, and private organizations. The Poll also provides support for student learning and academic research. Additional information can be obtained by contacting the OU POLL Director at 640 Parrington Oval, Room 301, Norman, Oklahoma 73019, or by calling (405) 325-7655.

The Institute for Public Affairs, established in 1995, conducts applied research on public policy issues affecting Oklahoma. The Institute provides policy research and technical assistance, training and leadership development, and civic education for public sector and non-profit audiences. The Institute draws on the diverse backgrounds, interests, and expertise represented among the faculty throughout the University. Faculty associated with the Institute work in the areas of policy analysis and policy formulation, program design, program evaluation, and design and assessment of operating systems such as budgeting and personnel. For more information, contact Dr. Thomas E. James, Director, 455 West Lindsey, Room 304, Norman, OK 73019-2002.

**Student Organizations**

Undergraduate and graduate students who qualify are invited to join Pi Sigma Alpha, the national political science honorary society. Other student organizations of interest to department majors are: College Republicans, Model United Nations, Oklahoma Intercollegiate Legislature, OU Pre-Law Club, Student Association for Public Administration, and Young Democrats.
Scholarships and Financial Aid

The Department of Political Science offers several scholarships and awards to both undergraduate and graduate students who qualify. The Benson Undergraduate Paper Award for the most outstanding undergraduate research paper confers a cash award to the recipient. The Joseph Crim Pray Award for the best paper written for a 2000-level “gateway” course in political science also confers a cash award. The John W. Wood Award confers a cash award for the best graduate or undergraduate paper, thesis, or dissertation in American political theory, political leadership, or the presidency. The June and Oliver Benson Memorial Scholarship, the Kelly-Sullivan Memorial Scholarship, and the John Halvor Leek Memorial Scholarships are merit scholarships for political science and public administration majors at the junior level. The Allan Saxe Award is a scholarship based on both merit and need for political science and public administration majors at the junior level. The Chris A. de Jong Award is for political science majors with a “demonstrated extraordinary love of learning.” Graduate students can be considered for the John Halvor Leek Memorial Scholarships. Students in the Master of Public Administration program are eligible for the Walter F. Scheffer Scholarship. Doctoral students’ writing and research can be nominated for the V. Stanley Vardys, David R. Morgan and George B. Williams awards, which confer cash awards. The Ronald M. Peters Jr. award recognizes outstanding graduate teaching assistants. The Hugh MacNiven Award is given for the most outstanding research paper written by a student in the MPA program and confers a cash award. Graduate students can also apply for graduate assistantships in the department; these are primarily teaching assistantships. The Carl Albert Center funds fellowships at both the undergraduate and graduate levels. Students who are at least sophomores can apply for the undergraduate fellowships which offer students the opportunity to conduct collaborative research in politics and government with faculty members. The graduate fellowships are nationally competitive. The Cortez A. M. Ewing Public Service Fellowships are 10-week Washington internships funded by the Ewing Foundation. Students receive travel and living expenses. Awards are made after a competition open to students from all fields and majors. The College of Arts and Sciences awards Robert Dean Bass Memorial Scholarships to students in political science and economics who plan on careers in government. The College also awards the A.R. “Bert” Larason Public Service Scholarships to students in political science, social work, and journalism who plan on careers in public service.

PUBLICATIONS

Undergraduate Study

POLITICAL SCIENCE

The political science major requires 36 hours of major credit, excluding Political Science 1113, which is the prerequisite for all other courses in political science and may not be counted as major work. At least 15 hours must be in upper-division work. All students must complete four 2000-level “gateway” courses and a capstone seminar. The four 2000-level courses must be completed prior to enrollment in the capstone seminar. A grade of C or better must be obtained in the capstone course. Choosing the right courses and combination of courses is very important. The student should consult with the department’s academic counselor as well as faculty members. Recommended free electives include courses in history and economics and any courses that stress proficiency in writing (English and foreign languages) and rigorous thinking (philosophy). Also recommended are courses in mathematics and statistics that will prepare students for advanced research techniques and data analysis. Ideally, a tentative program of coursework should be formulated at the beginning of the sophomore year in consultation with an adviser, with constant evaluation and re-evaluation of the program in subsequent semesters.

Graduate Study

AREAS OF SPECIALIZATION

American politics, comparative politics, international relations, political theory, public administration, and public policy.

ADMISSION REQUIREMENTS

In addition to meeting the general admission requirements of the Graduate College, the student electing to work for degrees in political science should have, at a minimum, 15 undergraduate hours of political science and nine undergraduate hours of other social sciences, or 24 hours in political science. Those who do not meet this criterion are still eligible for admission but may be required to take additional hours in order to be prepared for work at the graduate level. Exact prerequisites will be determined after consultation with an adviser and assessment of the student’s preparation for graduate study.

For admission to the M.A. and Ph.D. programs, the department requires submission of three letters of recommendation, the scores of the general test of the Graduate Record Examination, a writing sample, and a statement of approximately 1,000 words describing the applicant’s academic purpose, background and goals. A TOEFL score of 250 on the
computer-based test or 600 on the paper-based test or more is required of all applicants for whom English is a second language. The admissions application, application fee, official transcripts, and if applicable, official TOEFL scores should be sent directly to the Office of Admissions, 1000 Asp Avenue, Room 127, Norman OK 73019-4076.

In addition to the general admission requirements of the Graduate College, an applicant to the M.P.A. program must present a minimum of 15 undergraduate or graduate hours of credit in public administration, political science, management, or a related social science discipline. If an applicant lacks such hours, he or she may be required to take additional prerequisite coursework. Administrative or management experience may be used to satisfy or help offset the requirements for prerequisite courses. A TOEFL score of 600 or more is required of all applicants for whom English is a second language. For more complete information on programs in public administration and on admission requirements, write to: Programs in Public Administration, Department of Political Science, University of Oklahoma, 455 W. Lindsey St., Room 305, Norman, OK 73019-2001.

Complete admission requirements and a full description of the departmental programs and procedures can be obtained by writing to the Graduate Program Director, Department of Political Science, the University of Oklahoma, 455 West Lindsey St., Room 205, Norman, OK 73019-2001, or on the graduate program Web site, www.ou.edu/cas/psc/graduate/.

Applications for admission to the M.A. and Ph.D. will be considered only three times each year, in March for summer and fall semester, in June for the fall semester, and in October for the spring term. Applications for the M.P.A. are considered on a continuous admissions process.

MASTER OF ARTS

The M.A. degree in political science provides excellent preparation for doctoral work for those in public non-profit, or private careers who find further professional development necessary. Advanced work in political science may also serve as enrichment for those who would simply like to know more about the workings of government and politics. The degree program provides a basic minimum of structure to ensure that participants will obtain the necessary groundwork in political science. Beyond the basic requirements, there is an opportunity for significant specialization in the fields of most interest to the student. The M.A. is a 36 credit hour degree and may be taken with a thesis or research paper. The nonthesis option requires a final research paper. If desired, the M.A. program may be designed to encompass coursework taken in related departments or programs. All candidates for the degree must take P SC 5913, Introduction to Analysis of Political and Administrative Data, or an equivalent course.

MASTER OF PUBLIC ADMINISTRATION

The M.P.A. degree is designed to provide the student with an understanding and knowledge of government and its environment. As a professional program, emphasis is placed upon learning those administrative concepts, processes, and techniques that are associated with managing the public’s business. The academic base for the M.P.A. consists of required courses which include research methods, evaluation, and budgeting and area requirements in management, public policy, organizations, and American political process. The program integrates the theoretical with the practical dimensions of administration and encourages a broad academic and professional perspective. M.P.A. graduates typically perform the public or not-for-profit roles, although many graduates have used the expertise gained in the program to enter and/or enhance careers in business and corporate enterprises. The M.P.A. program is a non-thesis program requiring 36 credit hours, a comprehensive examination, and a research paper.

A minimum of 24 credit hours must be offered in the public administration/public policy area. The remaining credits may be taken in additional public administration core or courses chosen from such related disciplines as accounting, business, economics, finance, geography, human relations, management, urban planning and sociology. Before taking credits other than those specifically listed as acceptable for the M.P.A. degree, students must contact Programs in Public Administration to determine the applicability of the credit to the degree.

In addition to providing a basic foundation in public administration, the MPA program allows concentrations. By choosing elective courses and a research paper topic, students have the option of developing expertise in a specific subject. Their Web site address is www.ou.edu/cas/psc/.

DOCTOR OF PHILOSOPHY

The Ph.D. degree in political science is a program of highly advanced study and scholarship. Primarily oriented toward developing the capacity for scholarly research and writing, the degree has nevertheless been found useful by those in private or public careers who would like to supplement their work with a program of personal intellectual development. A minimum of 90 semester hours of coursework beyond the bachelor’s degree is required. Doctoral students must be prepared to take the General Examination within five years of entering the graduate program (four years if entering with a master’s degree). In addition to the required three fields of specialization, each doctoral student must fulfill a research tool requirement. A research tool may include proficiency in selected foreign languages or a proficiency in quantitative and qualitative methods. A doctoral candidate is expected to complete the degree requirements within four years after passing the General Examination. Students in the Ph.D. program must meet certain requirements in developing research tools and in familiarizing themselves with the broad spectrum of the discipline. Beyond this minimum of required courses, however, a detailed program will be developed by the student and the doctoral advisory committee in order to pursue the student’s major interests, and to lay the groundwork for a doctoral dissertation.

Opportunities for research and funding are provided by programs affiliated with the department, including the Carl Albert Congressional Research and Studies Center, the Institute for Public Affairs, the International Programs Center, the OU POLL, and the School of International and Area Studies.

Department of Psychology

Jorge Mendoza, Chair
Lynn Devenport, Graduate Liaison
705 Dale Hall Tower
Norman, OK 73019-2007
Phone: (405) 325-4511
FAX: (405) 325-4737
Internet: http://www.ou.edu/cas/psychology/

Faculty Roster

Professors Devenport, Gilliland, Gronlund, Mendoza, Mumford, Rodgers, Toothaker; Associate Professors Brown, Showers, R. Terry; Assistant Professors Connelly, Cox-Fuenzalida, Day, Hahn, Judice-Campbell, Kismore, Mayeux, Snyder, Steinheider, Thomas.

Degrees Offered

• Bachelor of Arts
• Bachelor of Science in Psychology
• Master of Arts (Organizational Dynamics)
• Master of Science (Psychology)
• Doctor of Philosophy

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. For additional information on graduate programs, individual documents detailing each graduate program are available from the Graduate College and their Web site at http://gradweb.ou.edu/. This information is updated yearly and should be referred to for graduate program requirements.
General Information

The Department of Psychology was founded in 1928. The primary emphasis of the department is on scientific psychology. At the present time, the department is focused on the areas of cognitive, social/personality, quantitative psychology, animal behavior, developmental, and industrial/organizational psychology.

The teaching mission of the undergraduate psychology program is:
- to provide a major that presents psychology as a science of behavior and cognition;
- to provide a major that is consonant with the general requirements of the College or Arts and Sciences and exemplifies the best of a liberal arts degree by serving as a bridge between the scientific-quantitative modes of thought and the more traditional arts and humanities; and
- to maintain requirements and offer coursework that will prepare undergraduate majors for a wide variety of graduate training in the behavioral sciences, as well as professional training in the health professions and law.

The teaching mission at the graduate level is:
- to provide a required core of survey courses in experimental psychology and statistics that serves to give a broad knowledge of scientific psychology and research methodology, and
- to provide conditions that will foster a research training program for behavioral and cognitive scientists.

The department provides research training by means of a curriculum that requires graduate students to be involved in research beginning with their first enrollment and continuing every semester thereafter.

Facilities and Programs

The laboratory and teaching facilities of the Department of Psychology are housed primarily in a social science complex of buildings. In this complex, modern research laboratories exist for animal behavior, industrial, developmental cognitive processes, experimental personality, social psychology, and qualitative analysis and measurement. Additional facilities are available for research in animal behavior in conjunction with the Department of Zoology.

The Department of Psychology possesses excellent computing facilities and state-of-the-art electronic instruments for psychological research. The department maintains its own server with local area network capability within the larger university computing network and a wireless network. Our Data Analysis Center is equipped with modern PCs providing a wide range of current application packages for manuscript and presentation preparation, data analysis, instructional support, and Internet access. Laboratories are equipped with over 200 PCs, many networked internally and/or externally.

Scholarships and Financial Aid

At the undergraduate level, the department offers scholarships of $350 annually. The TOPS-General Psychology and TOPS-Quantitative Psychology scholarships have a December 1 application deadline for the following year. Students with at least junior standing and a superior record in coursework are encouraged to apply through the department. Outstanding students with a career interest in psychology are strongly encouraged to join the Psi Chi National Honor Society and/or to become student members of one or more of the state, regional and national psychological associations.

At the graduate level, the department has been able to provide financial support to most of those students wishing to be supported in recent years. Summer support is available on a competitive basis. The Charles Gettys award is presented annually for outstanding research by a graduate student in the department.

Undergraduate Study

Students considering a major in psychology should contact the academic adviser in the Department of Psychology.

The Department of Psychology offers two degrees at the undergraduate level, the B.A. and the B.S. in Psychology. The B.A. degree requires a minimum of 34 hours (minimum 22 upper division) in psychological science, and the B.S. in Psychology degree requires 48 hours (minimum 36 upper division) of psychology. Both degrees also require specific courses from other departments. The program of study in psychology that culminates in a Bachelor of Arts degree provides the student with experiences necessary to pursue post-baccalaureate education in psychology and related areas, with the training helpful in securing employment immediately following completion of the undergraduate degree, and with the broad education essential to the formation of an enlightened thoughtful citizenry. The B.A. degree in psychology thus provides the background necessary to continue education in graduate school, to seek employment after graduation, or to become a well-rounded, informed individual. The B.S. in Psychology is designed to provide additional training and experience in research to those students who have demonstrated mastery of the basic scientific concepts and methodology.

CAREERS

Students with strong academic records anticipating careers in psychology or closely related fields are advised to participate in the enriching experience of conducting psychological research under the supervision of a faculty member under course numbers such as 3980, 3990 and 4990. Students planning graduate study should, by their junior year, closely study the annual publication of the American Psychological Association entitled Graduate Study in Psychology, which is available in the department or for purchase at the University Bookstores. This publication describes all psychology graduate programs at universities in the United States and Canada. A publication on career options is also available through the department.

Students pursuing the bachelor’s degree as a terminal degree are encouraged to seek academic counseling on an intensive level with a faculty adviser, and to consult closely with the University’s job placement service.

BACHELOR OF ARTS

The faculty of the Department of Psychology believes that undergraduate training in psychology is best accomplished by giving the student an appreciation of the foundations of psychology as a life science and to allow the student to build on this foundation when the student has formulated his or her personal and professional aspirations. Thus, the curriculum leading to a B.A. comprises required courses within the psychological sciences, required courses within the other sciences, electives in psychology and free electives. The electives should be chosen in consultation with an academic adviser.

Degree Requirements

A. Three courses (10 hours): PSY 1113, 2113, 3114.
B. Two courses (six hours) from: PSY 2213, 2403, 2603, 3703.
C. Three courses (nine hours) from: PSY 3003 or 4023, 3083, 3203, 3303, 3803, 4453, 4753, 4923.
D. Two courses (6 hours) of upper-division psychology electives.
E. One Senior Capstone Course (three hours) from: PSY 4113, 4143, 4153.

Major Support Requirements
- Computer Science, (three hours) from: PSY 2503 or CS 1313.
- Mathematics, (three hours) from: MATH 1523, 1743, or 1823.
- Biological Science, (five hours): ZOO 1114 and 1121.
- Physical Science, (four to five hours): CHEM 1315 or PHYS 2414.
- Additional Science, (three to five hours): CHEM 1415, CS 1323, or any 2000-level or above course in astronomy, botany, chemistry, computer science, math, microbiology, physics, or zoology.
BACHELOR OF SCIENCE IN PSYCHOLOGY
The specific courses selected to fulfill the major program requirements, both in psychology and in other disciplines, must be approved by a faculty adviser and the department. Students interested in the Bachelor of Science degree program should, therefore, consult the department for an application for admission to the program and for advice on course selection and planning the degree program.

A student who fails to maintain the required 3.00 grade point average and/or fails to satisfy the other Bachelor of Science in Psychology degree requirements will receive the Bachelor of Arts degree pending satisfactory completion of its requirements.

Degree Requirements
A. Four courses (13 hours): PSY 1113, 2113, 3114, 4913.
B. Two courses (six hours) from: PSY 2403, 2603, 3703.
C. Four courses (12 hours) from: PSY 2213 or 3203, 3003 or 4023, 3083, 3303, 3803, 4453, 4753, 4923.
D. Three courses (9 hours) of upper-division psychology electives.
E. Five hours of supervised Independent Study.
F. One Senior Capstone Course (three hours) from: PSY 4113, 4143, 4153.

Major Support Requirements
- Computer Science (three hours) from: PSY 2503, C S 1313, 1323.
- Mathematics (three hours) from: MATH 1743, 1823.
- Biological Science (five hours): ZOO 1114 and 1121.
- Physical Science (8-10 hours): CHEM 1315 and 1415, or PHYS 2414 and 2424.
- Additional Science (six to eight hours, including at least three upper-division hours) from: C S 2413; CHEM 1415, 3012, 3013, 3453, 3653, 3753; MATH 2123, 3333, 4723, 4733, 4753; MBIO 4843; PHYS 2424; ZOO 2204, 2343, 3013, 3103, 3333.
- History of Science or Philosophy (three hours) from: HSCI 3013, 3023; PHIL 3123, 4613.

MINOR
Students seeking a minor in psychology are required to complete 18 credit hours, nine of which must be lower-division and nine upper-division. Psychology 1113 is required and the remaining six lower-division hours are electives. All upper-level courses are eligible for completing the upper-division hour requirement, except those involving independent instruction or variable credit. Prerequisites for courses taken by minors are the same as those required of majors, except that similar courses taken in another department may be substituted for the listed psychology course prerequisite if approved by the instructor.

Graduate Study

AREAS OF SPECIALIZATION
The department has many areas of specialization including cognitive psychology, industrial/organizational, animal behavior, developmental, social-personality, and quantitative psychology. The department also offers a master's degree in organizational dynamics at the OU-Tulsa campus. Those interested in that degree should consult our Web page under Tulsa campus degree programs.

The programs of training in the department are designed to produce experimental psychologists who are capable of assuming positions in academe, industry, and government. In a rigorous but cooperative and congenial atmosphere, high-quality research psychologists are trained to contribute to the body of knowledge of scientific psychology, as well as to disseminate and apply psychological knowledge.

ADMISSION REQUIREMENTS
In order to be considered for admission to the psychology graduate program, one must:
1. Have a minimum undergraduate grade point average of 3.00;
2. Present scores from the GRE verbal and quantitative tests;
3. Submit transcripts;
4. Submit evidence of research experience;
5. Complete a departmental application including: (a) departmental application form; (b) three letters of recommendation; and (c) a personal statement.

Applicants who not only present strong academic credentials but also show evidence of substantial involvement in research as undergraduates are especially sought. Ethnic minority students are especially desired, within a philosophy that their graduate training will prepare them for careers which may significantly impact upon other minority and majority members and hence contribute in highly effective ways toward the long-term resolution of societal problems.

In addition to meeting the general requirements of the Graduate College, the student should have the following undergraduate psychology classes:
1. Introductory statistics;
2. Experimental methods;
3. An adequate sampling of courses from physiological psychology, cognition, learning, social-personality, animal behavior and developmental.

Students with deficiencies in any of these areas may be required by the Admissions Committee to take remedial coursework, (psychology courses numbered 3000–4000 which do not count for graduate credit).

Information about the doctoral program, graduate assistantships, and/or admission procedures may be obtained by writing the chair of the Graduate Admissions Committee for the department.

Degree Programs

MASTER OF ARTS (Organizational Dynamics)
The Department of Psychology offers an innovative Master of Arts degree program in Organizational Dynamics at the Schusterman Center at OU-Tulsa. The program emphasizes research combined with practical application. After completing core courses, students specialize in one of three general tracks: Human Resource Management, Project Management, or Knowledge Management. The admission requirements and participation requirements for this program are different from other graduate degree programs in psychology. Students interested in this program should consult with faculty members at OU-Tulsa.

MASTER OF SCIENCE (Psychology)
The M.S. degree is conferred as: a) a mark of progress toward the Ph.D., or b) as a terminal degree. In the former case, it is earned after a student has completed 30 hours of coursework (including 5003, 5013, and 6073), a master's thesis, and a final oral defense of the thesis. In the case of the terminal M.S., the student may earn the degree after satisfying the same requirements as above; or, the student may, with departmental approval, earn a nonthesis M.S. by completing 32 hours of coursework (including 5003, 5013, and 6073), and passing written and oral comprehensive examinations.

DOCTOR OF PHILOSOPHY
In order to complete the Ph.D. in psychology a student must meet all graduate college requirements and (in approximate chronological order):
1. Complete the department's prescribed first year including a first-year research project, and 5901 and 5911;
2. Choose a major professor;
3. Complete a three-semester statistics sequence;
4. Participate in an advisory conference in order to plan the coursework;
5. Complete a master's thesis and oral defense;
6. Complete the General Examination;
7. Complete at least 90 hours of coursework beyond the bachelor's degree;
A continuing involvement in directed or independent research is expected to be a part of the student’s program of doctoral study. The department has no foreign language requirements, but a student’s Advisory Committee may recommend the development of competence in other areas of study (e.g., computer science, industrial engineering, mathematics, philosophy of science, history of science, physiology) of potential benefit to the student’s particular professional development and interests.

As a vital part of the graduate training program in psychology, all graduate students are required to be engaged in a training assignment each term. These assignments vary according to the needs and professional aspirations of the student. They are designed to supplement the more formal coursework by a variety of pre-professional activities such as assisting in research, teaching, etc., under faculty supervision. The training assignment increases in responsibility as the student progresses. The amount of time required of the student varies from 10–20 hours per week, depending upon level of progress, the type of assignment, etc. The purpose of these assignments is to train the student in some of the types of activities that the student will ultimately be engaged in after the degree is received.

A student’s progress toward the Ph.D. degree is evaluated annually. Additionally, first-year students are evaluated after the first semester. The purpose of these evaluations is to provide feedback to the student and to assess the student’s proficiency based on academic coursework, progress in research, and potential for significant contributions to the profession.

### Religious Studies Program

**Allen Hertzke, Professor of Political Science, Director**  
**Barbara Boyd, Director of Outreach**  

804 Dale Hall Tower  
Norman, OK 73019  
Phone: (405) 325-3349  
Fax: (405) 325-1502  
Internet: [http://www.ou.edu/religiousstudies/](http://www.ou.edu/religiousstudies/)  
e-mail: RELS@ou.edu

**Faculty Roster**

Professor Hertzke; Emeritus Professor T. Boyd; Associate Professor Irvine; Assistant Professor Vishanof; Adjunct Assistant Professor B. Boyd. In addition, the faculty of the Religious Studies Program is made up of approximately 30 faculty members from departments across the University of Oklahoma.

**Degree Offered**  
* Bachelor of Arts

**General Information**

Religious Studies is an interdisciplinary program, which provides students the opportunity for academic study and examination of the role of religion as it affects every aspect of life. The Religious Studies program draws on the faculties of Anthropology, Classics, English, History, History of Science, International and Area Studies, Modern Languages, Literatures, and Linguistics, Native American Studies, Philosophy, Political Science, Sociology (College of Arts & Sciences); Art History, Music (Weitzenhoffer Family College of Fine Arts); Educational Leadership (College of Education); and Honors. The program seeks to enhance the student’s knowledge of religious traditions and approaches, and is intended to help students develop the understandings, perceptions, and attitudes for living more successfully in an increasingly multi-cultural society and the world. Understanding the current global environment will depend on the ability to share and use knowledge about religion and culture; communicating effectively across cultures requires an understanding of the religions that inform them.

**CAREERS**

The Religious Studies program will provide a basis for students interested in religious vocations, such as ministry, chaplaincy, music, education, and religious institution management (including non-profit administration); Graduate school in Religious Studies, the humanities, or the social sciences; college and secondary teaching; as well as careers in foreign service, business, law, journalism, and public service.

### Undergraduate Study

Choosing the right courses and combination of courses is very important. The student should consult with the Religious Studies academic counselor as well as faculty members and directors. Students may choose to complete the Religious Studies major as a complement to another degree program, such as Political Science or Anthropology. The Program also offers room, through its elective options, to provide a concentration in preparation for religious vocation, seminary, or graduate work in Religious Studies.

**MAJOR REQUIREMENTS**

Students are required to declare their intent to pursue the degree program and complete a minimum of 36 hours, of which at least 21 must be upper-division. A grade of “C” or better must be obtained in all courses for the major, including Capstone, and no course may be used more than once to satisfy major requirements in other majors or minors.

The Religious Studies major requires four areas of study; additional courses from these may be chosen for elective credit within the Program.

All students must complete RELS 1113 (Introduction to Religious Studies), the prerequisite for many of the courses in the Religious Studies program. Students choose a second introductory course from ANTH 1823 (Religion in Everyday Life), PHIL 1203 (Philosophy & Human Destiny; East and West), PHIL 2403 (Introduction to Philosophy of Religion), RELS 2413 (Religion, Culture, and the Meaning of Life), RELS 2003 (Special Topics in Introduction to Religious Studies) or RELS 2403 (Comparative Religions).

A second category of vital importance to the Religious Studies major is the variety of religious traditions. Students will complete three courses from different groups of traditions, chosen from Judaism, Christianity, Islam, Asian Traditions, or Indigenous/Folk Traditions.

Additional Religious Studies courses required are grouped conceptually. Students must choose a minimum of nine hours from three of the following four groups:

A. **Religion, Literature, and the Arts** — represented by such courses as World Religious Texts or offerings from Art History and Modern Languages, Literatures and Linguistics

B. **Religion, Social Organization, and Politics** — includes courses from Political Science, Sociology, Anthropology, or Honors

C. **Religion and History** — course offerings from History and History of Science; and

D. **Religion and Philosophy** — including topics covering Ethics and Philosophy of Religion.

Any additional courses taken from these categories fall into the category of electives, of which nine hours are required. Students also have the option of choosing specifically offered Religious Studies courses, such as internship, independent study credit, study abroad, honors or directed reading, which would fall into the elective category. Internship, independent study, and honors or directed reading research allows student to complete independent but guided work under the supervision of a Religious Studies faculty member. Hours vary and influence the workload and activities of independent study or honors/directed reading. Internship credit is three hours and a significant written project is required.

The student’s final requirement, the Capstone, is a culmination of the work the student has completed in the major, requiring satisfactory seminar attendance and participation, and a significant written research project, combining synthetic and analytical skills. To complete the Capstone requirement the RELS major must successfully complete RELS 4323, Capstone in Religious Studies.
MINOR
A minor may be earned in Religious Studies by completing one of the introductory courses from the major checklist and 15 additional hours approved for use in the major. A minimum of nine hours (a minimum of three courses) must be at the upper-division level (courses numbered at the 3000- or 4000-level). The minor may be declared through the College of Arts & Sciences Academic Services office, 124 Ellison Hall. For more information, contact Lee Creen-Hall at (405) 325-4594, e-mail leegreen-hall@ou.edu.

School of Social Work

Don Baker, Director
James A. Rosenthal, Graduate Program Coordinator
Roosevelt Wright, Jr., Undergraduate Program Coordinator

211 Rhyme Hall
Norman, OK 73019-1060
Phone: (405) 325-2821
FAX: (405) 325-7072
Internet: http://www.ou.edu/socialwork/

Faculty Roster
Professors Cherry, Moxley, Rosenthal, Wright; Associate Professors Baker, Burman, Curiel, Davidson, Graham, Miller-Cribbs, Pellebon; Assistant Professors Alzate, Byers, Caselman, Natale, Priddy, Thomas; Clinical Assistant Professors Bramble, Wells, Wisdom.

Degrees Offered
• Bachelor of Arts
• Master of Social Work

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. For additional information on graduate programs, individual documents detailing each graduate program are available from the Graduate College and their Web site at http://gradweb.ou.edu/. This information is updated yearly and should be referred to for graduate program requirements.

General Information
Social work education has been a part of the curriculum at the University of Oklahoma since 1916-17. A separate School of Social Work was established in 1935. The two-year graduate program was fully accredited in 1957 and has maintained continuous accreditation. The undergraduate degree program gained approval in 1970 and has been continuously accredited since the inception of undergraduate accreditation in 1974. Both programs continue to maintain full accredited status from the Council on Social Work Education.

Social work is a profession devoted to positive social change and helping individuals, families, and groups to better resolve personal problems. The expansion of human service programs and areas of practice utilizing social work knowledge and skills has created a demand for professional social workers. Social work offers a challenging and exciting career for the individual who is motivated to help others and has a personal commitment to the advancement of social justice.

The school prepares practitioners for services to various client and community systems. The undergraduate and first-year graduate programs are of a generalist nature emphasizing skills, knowledge and values basic to all social work practice. The second year of graduate study is organized so students may specialize in direct services to individuals, families, and groups or in the planning, organization, supervision, or administration of human service programs.

Programs for Academic Excellence
The School of Social Work, through its programs of professional education, research, and public service is dedicated to the enhancement of human well-being and to the alleviation of poverty and oppression through developing and improving systems of social services, especially public social services.

The school’s primary means of achieving its mission is by preparing skilled social work practitioners who are committed to practice that includes services to the poor and oppressed, by improving and developing social service programs, and by promoting professionalism in social work in Oklahoma. To this end the school offers two degree programs: the undergraduate major in social work leading to a Bachelor of Arts and a graduate program leading to a Master of Social Work. The mission and goals of the school are consistent with the goals of professional social work education and with those of the University of Oklahoma.

To achieve its mission, the School of Social Work has established the following goals:
- to educate skilled social workers who can effectively serve individuals, families, groups, organizations, and communities;
- to increase the availability of skilled social work professionals, particularly from minority groups;
- to develop and strengthen social services through:
  a. scholarly activities which elaborate and explicate issues relevant to the enhancement of human well-being and the alleviation of poverty and oppression;
  b. research and evaluation activities aimed at facilitating effective practice and the generation of knowledge;
  c. consultation and leadership to emerging and existing social service programs; and
  d. continuing education and training.

Scholarship and Financial Aid
The Oklahoma Department of Human Services provides financial aid for its employees to attend school on a part-time basis. Additionally, a number of child welfare stipends are available for non-employees as well as employees. Applications should be made in the spring semester to the school. Two federal agencies, the Veterans’ Administration and the Bureau of Indian Affairs, administer scholarships for social work students.

The School of Social Work provides a limited number of stipends which are made available through grant funds and University scholarships. Some stipends are also awarded by practicum agencies during the semesters students are enrolled in practicum.

For further information on scholarships, stipends and loans, consult the Office of Financial Aid Services, University of Oklahoma, 1000 Asp Ave., Room 216, Norman, OK, 73019, (405) 325-4521.

Undergraduate Study
The undergraduate social work program is designed to prepare social workers to assume entry-level professional roles in human and social service systems. In addition to the academic expectations, social work students are expected to demonstrate professional behavior which reflects a commitment to the ethics of the social work profession.

The role of the social worker involves helping people from a variety of backgrounds and with a range of problems, so it is important that the social work student not permit personal issues to interfere with this role and that the student have the emotional and psychological resources to render effective assistance to those in need.

Graduates of the baccalaureate program are eligible for membership in the National Association of Social Workers. They are also eligible to apply for advanced standing in the M.S.W. program at the University of Oklahoma or other graduate programs in social work. Following two years of supervised practice, they are eligible to apply for a license in the State of Oklahoma.
ADMISSION REQUIREMENTS
Students interested in pursuing a social work major are encouraged to contact the School no later than their sophomore year to discuss their interest in the social work major. The first step is to declare oneself as a pre-social work major with the College of Arts and Sciences. After pre-advise from the School of Social Work, the prospective student must obtain and complete an admissions application packet. Entry into the major is through a formal admission process to the School of Social Work. The undergraduate social work curriculum is highly structured and requires no less than four semesters to complete all course requirements. No required courses are offered during the summer.

Primary consideration for admission is given to students whose applications meet the March 1 deadline. A small number of students may be admitted on a space available basis during a secondary admissions period from March 15 to July 30. Applicants will be considered during this period until all slots are full. Failure to meet the above deadlines, or to follow the above procedures, may result in denial of your application. At the time of application, students should have completed or be enrolled in the supportive prerequisite courses. Admissions are limited to 40–45 students per academic year.

Before students can be admitted into the program they must file a declaration as a pre-social work major with the College of Arts and Sciences Academic Services Office. The School of Social Work will pre-advice students before they obtain and complete the admissions application packet. More information and forms can be found on the School Web site, noted above.

Students must complete the following:
1. A signed “Application for Admission”;
2. Three letters of reference; and
3. An admission statement.

Failure to meet the application deadlines or to follow the written procedures may result in delayed consideration for entry into the program. Students cannot enroll into any required social work course prior to admission to the Program. Furthermore, all students must have taken all program prerequisites prior to the junior year, first semester coursework. Consequently, a delay in application or not having completed the above courses will result in up to two additional semesters being required beyond the usual four semesters in the program.

Acceptance into the social work program is based upon an assessment of the student’s capability to achieve academic success, the possession of a value base consistent with professional social work values and ethics, the student’s interest in and commitment to the profession of social work, and the possession of personal characteristics which will enable the student to render effective assistance to those in need.

DEGREE REQUIREMENTS
The undergraduate social work curriculum is highly structured and requires no less than four semesters to complete all course requirements.

In order to graduate with a major in social work, students must achieve an overall grade point average of 2.50 or above, a 2.50 grade point average or above in required social work courses (including a grade of “Satisfactory” in Practicum courses), and a C or better in all required social work courses.

The School of Social Work fully subscribes to and is guided by the NASW Code of Ethics. Social work program applicants and students are expected to demonstrate professional behavior which reflects a commitment to the ethics of the social work profession as exemplified in the Code of Ethics. Behavior and statements contrary to these ethics is cause for denial of the student’s admission or for review of continuance in the School of Social Work's programs. Examples of behavior which warrant such denial or a review include, but are not limited to, derogatory oral and written statements towards other students, faculty, and/or persons from populations reflecting racial, ethnic, handicapped status, religious, socioeconomic, gender, and sexual orientation differences. Students are responsible for knowing and adhering to the NASW Code of Ethics. The most recent version can be read and downloaded from the internet through the national NASW Web site at http://www.socialworkers.org/code.htm.

The undergraduate social work program is built upon a strong liberal arts foundation that emphasizes a biopsychosocial perspective. In order to assure that social work majors have been introduced to the fundamental concepts within this perspective, they must have completed or be currently enrolled in the following course prerequisites (or course content equivalents) before making formal application to the program. Junior college transfers must complete these no later than the first semester of the junior year:

- **PSY 1113**: Elements of Psychology
- **SOC 1113**: Introduction to Sociology
- **BOT/MBIO/ZOO 1005**, Concepts in Biology, or ZOO 1114, Introductory Zoology and ZOO 1121, Introductory Zoology Lab
- **SWK 2113**: Introduction to Social Work (may be taken in the first semester)

Students who feel they have completed equivalent course content must provide course syllabi and catalog descriptions and have their work approved by the Undergraduate Coordinator. In addition, students need to take a statistics course prior to the fall enrollment of their senior year.

Some of the above courses can be used to meet the general education requirements for the College of Arts and Sciences. For example, **SWK 2223**, Statistics for Social Workers, will also meet the General Education Core Area I mathematics course requirement. Students planning to apply for admission are encouraged to review carefully the course prerequisites and to include them in their academic planning for the sophomore year.

Listed below are the specifically required courses for Social Work majors and the order in which they will be taken.

**FALL** — **SWK 2003, 3103, 3223, 3323**
**SPRING** — **SWK 2223** (may be used to fulfill General Education mathematics requirement), **3113, 3243, 3313**

**FALL** — **SWK 4083, 4103, 4311, 4315**
**SPRING** — **SWK 4093, 4325, 4331**

Students who have completed similar coursework from an accredited social work program may have those credit hours transferred. A copy of the previous course syllabus will be reviewed by the Undergraduate Program Coordinator for necessary action. The student is notified whether credit is approved. Students should provide these materials to their advisor as soon as possible.

PRACTICUM
The practicum is offered in collaboration with selected agencies and programs throughout the state of Oklahoma. The student is placed in a social agency under an approved supervisor for the purpose of developing professional skills and values.

The concurrent practicum takes place over a two-semester period in conjunction with classroom study during the student’s senior year. Students are in their practicum placement 20 hours each week and must complete 300 hours of practicum each semester for a total of 600 hours. Both practicum courses are graded on an S/U basis.

Practicum settings are selected on the basis of educational merit. The School makes every effort to place students in settings that are consistent with student career goals. Practicum placements may be made in selected agencies within a 50 mile radius of the Norman campus. Students are responsible for their transportation to and from the practicum setting, as well as travel connected with the placement.

Each student is required to present evidence of professional insurance coverage. Professional insurance coverage prior to placement can be arranged through the School of Social Work in collaboration with the National Association of Social Work. Information regarding the process should be secured at the School of Social Work Practicum office.

Graduate Study

GENERAL INFORMATION
Social Work is a profession devoted to the enhancement of human well-being and to the alleviation of poverty and oppression. This is accomplished through the promotion, restoration, maintenance and enhancement of the

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College of Arts and Sciences  The University of Oklahoma 2006-2008 General Catalog

School of Social Work 128
social functioning of individuals, families, groups, organizations and communities. The expansion of human service programs and areas of practice that utilize social work knowledge and skills has created a demand for professional social workers. Social work offers a challenging and exciting career for the individual who is motivated to help others and has a personal commitment to the advancement of social justice.

The Master of Social Work degree is designed to prepare students for advanced professional practice within an organizational context. Two major professional roles predominate. The first of these is direct social work practice with individuals, families and groups. The second is focused on administration, planning, and community organization. In recognition of these two distinct areas of practice, the school offers two areas of advanced concentration: direct practice and administration and community practice.

The master’s degree program in social work requires 60 credit hours. The foundation is comprised of 30 credit hours and may be completed either through the on-campus full-time program or through the school’s program of part-time studies described below. The advanced curriculum is a full-time in-residence program, with full-time status defined as enrollment in not less than nine credit hours per semester. Advanced standing status is available to students who have completed a bachelor’s degree in social work from an accredited program with the past five years and who meet additional criteria.

The school prepares practitioners who are capable of using an integrated combination of knowledge, values, and skills in service to various client and community systems. The undergraduate and the foundation requirements of the graduate program are based on a generalist model emphasizing skills, knowledge and values basic to all social work practice. The candidacy year of graduate study is organized into two graduate concentrations: direct practice and administration and community practice.

SCHOLARSHIPS AND FINANCIAL AID
The Oklahoma Department of Human Services and other state departments provide financial aid for some of their employees to attend graduate school. Federal agencies which administer scholarships for social work students are the Veterans’ Administration and the Bureau of Indian Affairs.

The School of Social Work administers a limited number of stipends which are made available through grant funds and University scholarships. Tuition waivers from the Graduate College may also be available. Some stipends are awarded by practicum agencies during the time students are enrolled in practicum.

For further information on scholarships, stipends and loans, consult the University of Oklahoma, Office of Financial Aid Services, 1000 Asp Ave., room 216, Norman, OK 73019.

ADMISSION
Admission to the Master of Social Work program may be granted in one of three categories:

1. full-time to the two-year, 60 credit hour program;
2. part-time to the three-year, 60 credit hour program (Two years are required to complete foundation courses as a part-time student. The candidacy year requirements must be completed in full-time status); and
3. full-time to candidacy year status, Advanced Standing (30 credit hour program) is available only to those applicants who have completed a Council on Social Work Education (CSWE) accredited baccalaureate degree program in social work within the past five years.

The full-time two-year program is completed on the Norman campus. Two different sites offer the part-time program, Norman and OU-Tulsa. In Norman, students admitted to the part-time program complete their foundation courses at the College of Continuing Education and complete their candidacy year at the School of Social Work on OU’s main campus. In Tulsa, both the foundation and candidacy years are completed at OU-Tulsa. At both part-time sites, only the foundation year is part-time; the student attends full-time in the candidacy year. The Advanced Standing program is offered both in Norman and at OU-Tulsa.

Admission Criteria
Applicants for admission to the graduate program in social work must meet the following requirements:

1. Possess a bachelor’s degree from an accredited college or university.
2. Meet all the general admission requirements of the Graduate College. The Graduate College reviews all previous coursework as listed on the applicant’s official transcripts which are submitted to the University of Oklahoma’s Office of Admissions. The Graduate College requires that all students admitted to graduate programs on non-provisional (non-conditional) basis have a grade point average (GPA) of 3.0 or above. The Graduate College calculates the GPA based upon the last 60 semester credit hours of letter-graded coursework for applicants with no post baccalaureate coursework. Should the 60 credit hours fall within a semester’s work, then that whole semester is included in calculating the grade point average.
3. If English is not their primary language, international students must take the TOEFL (Test of English as a Foreign Language) and submit their score to the University and to the school. The student is subject to the regulations in addition to making formal application for admission through the Office of Admissions. Each applicant must also submit the following items to the School of Social Work:
   1. Admission cover sheet.
   2. Admission statement.

TIME LIMIT AND READMISSION
All students must complete the degree requirements within a four calendar-year period from the time of first admission. A student who has successfully completed the first year or any part of the program in the school and withdraws for any reason must reapply to the Office of Admissions of the University and to the school. The student is subject to the regulations applicable during his/her first term of enrollment so long as continuous enrollments are maintained. A student who interrupts enrollment for one year or more and is readmitted will then be subject to the regulations in effect at the time of readmission. If readmitted to the program, all previous required coursework must be completed within the four calendar-year period or the coursework must be retaken. The four year requirement also applies to Advanced Standing students.
TRANSFER CREDIT
The school will accept up to six hours of credit from another college or university or a full first year from a school of social work accredited by the Council on Social Work Education (for coursework consistent with the School’s first-year curriculum). This action is contingent upon the approval of the Director of the School and the Dean of the Graduate College.

Department of Sociology
Craig St. John, Chair
Susan Sharp, Graduate Liaison
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Norman, OK 73019-2033
Phone: (405) 325-1751
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Internet: http://www.ou.edu/soc/

Faculty Roster
Professors Burns, Grasmick, St. John; Associate Professors Bass, Dampousse, T. Hope, Kelley, C. Morgan, S. Sharp; Assistant Professors Beamon, Beutel, Clay, Franzese, Latimore, Peck, Piotrowski; Lecturers Hackney.

Degrees Offered
• Bachelor of Arts
• Master of Arts
• Doctor of Philosophy

General Information
The Department of Sociology has two interrelated missions: to provide the highest quality education at the baccalaureate, master’s, and doctoral levels, and to foster state-of-the-art research agendas among faculty and graduate students. Teaching and research in the department help meet the needs of the state and nation by addressing important social issues. Departmental programs focus on three areas: (1) criminology, (2) demography and family studies, and (3) the analysis of class, race, and gender. At both the undergraduate and graduate levels, coursework in Sociology provides an analytic research emphasis for studying, understanding, and explaining major issues. Research in these areas updates and refines knowledge and, further, helps formulate and evaluate social policy.

The undergraduate curriculum in sociology prepares students for jobs in a wide-variety of occupations and for admission to advanced degree programs, especially in sociology, law, and criminal justice. The graduate program provides more intensive instruction and stimulates further intellectual growth and maturity. Graduate students completing a degree in sociology typically find employment in academic settings as professors and researchers, and in the public or private sectors as statistical analysts and research coordinators. The quality of the programs in sociology can be measured by the successful placement of our graduates in agencies, corporations, graduate and professional programs, research settings, and colleges and universities.

A major strength of the department’s graduate program is its training in research methods and statistics. The department maintains its own computer lab equipped with advanced statistical package software. Core seminars in statistics and methods encourage participation in all phases of research, from research design to data collection and analysis to the presentation of findings. Strength in this area complements coursework in the department’s three substantive areas of interest, and encourages students to be independent researchers and informed teachers. The department’s graduate students regularly present research papers at professional meetings, and have been very successful in winning competitions with these papers.

Undergraduate Study
The undergraduate major requires a minimum of 33 semester hours. All majors are required to take 1113 (Introduction to Sociology), 3123 (Social Statistics), and 3133 (Methods of Social Research). Students in the sociology program may choose an option in either general sociology or criminology. Students completing either option receive the B.A. degree in Sociology.

GENERAL SOCIOLOGY OPTION
Students in this option take any five of the eleven courses listed below plus the capstone course: 3523, 3533, 3623, 3643, 3683, 3723, 3733, 3753, 3803, 3873, 4363. General Sociology Capstone: 4943. Six hours of electives in sociology are required. These electives may be fulfilled by any sociology courses except Internship in Sociology (4603) and Criminology Capstone (4843).

CRIMINOLOGY OPTION
Students in this option take any five of the following ten courses (limit of four from any 3900-3943), plus 3523 and the capstone course: 3533, 3543, 3553, 3900, 3903, 3913, 3923, 3933, 3943, 4603. Students take one additional course from among 3623, 3683, 3723, 3803, 3833.

Students considering a major in Sociology should contact the department for assistance in selecting courses which contribute to the student’s educational and career plans. Students who intend to pursue careers in social agencies, corporations, or research settings will be advised regarding courses most appropriate to those interests. Students wishing to enroll in graduate or professional school will be advised regarding courses normally prerequisite to such work.

MINORS IN SOCIOLOGY
Nonmajors may earn either of two minors in sociology.

Sociology-general: Students must successfully complete 18 hours, consisting of 1113; and any four courses from the following: 1523, 3523, 3533, 3623, 3643, 3713, 3723, 3733, 3803, 3873, and 4363; and one additional 3000- or 4000-level course in sociology; excluding directed readings, independent study, internship courses, intersession courses and Independent Study courses offered through Continuing Education.

Sociology-criminology: Students must successfully complete 18 hours, consisting of 1113; 3523 and 3533; 3543 or 3553; and two additional 3000- or 4000-level courses in sociology; excluding directed readings, independent study, internship courses, intersession courses, and Independent Study courses offered through Continuing Education.

Graduate Study
The M.A. and Ph.D. programs in sociology emphasize the learning of research methods and statistics in conjunction with chosen substantive area(s) of interest. The department offers six different courses in which graduate students develop research skills. At the doctoral level, students may choose to specialize in any two areas from the three areas of emphasis in the department.

ADMISSION REQUIREMENTS
In addition to meeting the general requirements of the Graduate College, the student must have completed at least 15 hours of coursework in one of the social sciences with sufficient achievement to indicate an ability to do graduate work. Preferably, this would include coursework in sociological
theory, research methods and statistics; students lacking a background in these areas will be provided with help in making up these deficiencies.

Students will be considered qualified for full graduate standing in the Ph.D. program when they have completed the M.A. degree and have held an Advisory Conference. Students from the University of Oklahoma are expected to fulfill all requirements for the pre-doctoral M.A. To be considered for financial aid a student must submit all necessary material by March 1.

**Master of Arts Degree**

There are two programs leading to the M.A. degree in sociology; the 34-hour predoctoral M.A. which requires a thesis; and the 39 hour nonthesis M.A. The following core coursework is required in both programs: Advanced Methods of Social Research (5293), Advanced Sociological Statistics (5283), Seminar in Sociological Theory (5933), and Advanced Sociological Statistics II (6233).

In addition to the core courses, completion of the 34-hour thesis M.A. entails 18 hours of elective coursework and four hours of thesis credit. Among the 18 hours of electives, 12 must be courses from the Department of Sociology at the 5000-level or above. The remaining six hours of electives may be Directed Readings (5960), 4000-level courses in Sociology, or crosslisted courses housed outside the Department or courses in another department.

In addition to the core courses, the 39-hour nonthesis M.A requires 27 hours of elective coursework and a comprehensive oral examination. Among the 27 hours of electives, 15 must be courses housed in the Department of Sociology at the 5000-level or above. Among the remaining 12 hours, no more than three may be Directed Readings (5960), no more than three may be crosslisted courses housed outside the department and no more than six may be 4000-level courses in the department.

With the approval of the student's adviser and the graduate committee, limitations on directed readings, courses outside the department and 4000-level sociology courses may be modified. Under no condition, however, will a student be permitted to apply more than six hours of 4000-level sociology courses toward an M.A. or more than three hours of directed readings toward an M.A.

**Doctor of Philosophy**

With few exceptions, students seeking this degree anticipate a career in teaching and/or research. Departmental requirements, therefore, emphasize (1) professional competence in sociology as a whole, especially research methodology, and (2) expertise in two fields within sociology. In preparing for the Ph.D., the student should acquire a broad knowledge of the fundamentals of sociology and then a focused specialization in chosen areas of interest.

For the Ph.D. degree, the student must pass a general examination, write a doctoral dissertation, and, in so doing, complete 90 hours of graduate coursework. The purpose of the coursework is to prepare the student for the general examination and dissertation. Hence, the accumulation of coursework, in and of itself, does not constitute progress toward the degree. Therefore, students normally meet with an advisory committee during the first year in residence to establish a plan of study.

A plan of study, filed formally with the Dean of the Graduate College, should develop the student's knowledge of and expertise in sociology broadly defined in any two areas selected from the three areas of emphasis in the department. The plan of study must include the core requirements for the pre-doctoral M.A. and at least one additional advanced course in both theory and methodology/statistics. A maximum of 44 course hours may be transferred from other universities with the permission of the student's Advisory Committee and the Dean of the Graduate College. In any event, the plan must contain sufficient coursework to adequately prepare the student for the general examination.

The general examination in sociology consists of written components and an oral defense. It usually is taken sometime after the second or third year of study. Failure to pass the examination leads to dismissal from the program. Formal work on the dissertation may begin after the student has successfully passed the examination.

The doctoral dissertation is written and defended under the guidance of the student's doctoral committee consisting of five members of the graduate faculty, at least one of whom is outside the Department of Sociology. A maximum of 18 hours may be applied to the dissertation. Ph.D. students having sole responsibility for teaching a course in the Department also are required to take Teaching Seminars I and II (5831 and 5841) for one credit each. However, these credits may not be applied toward a graduate degree.

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**Women's Studies**

Betty J. Harris, Professor of Anthropology, Director

528 Physical Sciences Center
Norman, OK 73019-3105

Phone: (405) 325-3481

FAX: (405) 325-3573

Internet: [http://www.ou.edu/womstudy/](http://www.ou.edu/womstudy/)

**Degree Offered**

- Bachelor of Arts

The Women's Studies Program is an interdisciplinary program that offers a core curriculum supplemented by the contributions of full status and affiliate faculty, relevant courses, and other resources from many University colleges and departments. Courses required for the major fall into the following categories: history and culture of women, literature, art and communication; and women in contemporary society. Science and international components are being expanded. Course listings are available in the Women's Studies office each semester.

**Scholarships and Financial Aid**

The Hillyer Award (with cash award attached) will be granted annually to an outstanding undergraduate in a Women's Studies course who has done exceptional written or creative work.

The Betty Baum Hirschfield and Norman Hirschfield Scholarship is now permanently endowed. Three scholarships of $4,000 are awarded annually, to single mothers returning to school. At the time of the application, the candidate must have, within the past five years completed, the equivalent or at least two semesters of full-time study (30 hours), with a B average or better, and attend the University of Oklahoma, Norman.

The Judith Lewis Award (with cash award attached) will be granted to an outstanding Women's Studies graduate. The successful candidate must have a GPA of 3.2 or better and been involved in campus activities, particularly those pertaining to women's issues.

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**Undergraduate Study**

Students may major in Women's Studies in the College of Arts and Sciences. The Women's Studies faculty has approved 36 hours of coursework including the following: Introduction to Women's Studies; a minimum of three hours in each of the categories History and Culture, Literature, Art and Communication, and Contemporary Social and Scientific Problems; Method and Theory in Women's Studies; a senior seminar; a senior thesis or internship, and a three-hour elective.

**MINOR**

Four minors are offered in Women's Studies: Women's Studies, Women of Color, Women's Health, and Gender Studies. Each of these minors requires special departmental approval, and students must complete 18 hours of courses, including Introduction to Women's Studies. Additional
courses must be selected from categories specified within each of the minor areas as follows:

- **The Women's Studies** minor requires six hours in Women in History/Culture; three hours in Women in Literature, Art, and Communication; three hours in Women in Society/Contemporary Social Problems; and a Senior Requirement.
- **The Women of Color** minor requires three hours in Women in History/Culture; three hours in Research Methods; three hours in Feminist Theory; and a Senior Internship.
- **The Women's Health** minor requires six hours in Women and Social Scientific Theory; three hours in Research Methods; three hours in Feminist Theory; and a Senior Internship.
- **The Gender Studies** minor requires three hours in Gender in History and Culture; three hours in Gender in Literature, Art, and Communication; three hours in Gender in Society/Contemporary Social Problems; three hours in Feminist Theory; and a Senior Internship.

Interested students should contact the Women's Studies office for current class listings and advisement.

Courses in Women’s Studies

Most Women's Studies courses are offered through a variety of departments. However, there is a Women's Studies designator (WS) for the following courses: 1220, 2003, 2120, 3043, 3220, 3233, 3563, 3810, 3933, 3960, 3980, 4003, 4013, 4120, 4123, 4503/5503, 4553, 4913, 4990, 5013, 5120, 5123, and 5960. Students should consult the Women's Studies Office for assistance in course selection.

**Graduate Study**

Several graduate courses are offered each year in Women's Studies. However, in order to pursue graduate study in Women's Studies, a graduate student must be accepted into a department and design an interdisciplinary degree program in accordance with Graduate College guidelines. Women's Studies faculty will assist students with program design.

**Department of Zoology**

William J. Matthews, Chair
Rosemary Knapp, Director of Graduate Studies
James N. Thompson, Jr., Director of Undergraduate Studies
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Internet: [http://www.ou.edu/cas/zoology/](http://www.ou.edu/cas/zoology/)

**Faculty Roster**


**Degrees Offered**

- **Bachelor of Science**
- **Bachelor of Science in Zoology (Biomedical Sciences)**
- **Master of Science**
- **Master of Natural Science**
- **Doctor of Philosophy**

Information on both undergraduate and graduate programs is included. However, the general information contained in this section mainly covers undergraduate study. For additional information on graduate programs, individual documents detailing each graduate program are available from the Graduate College and their Web site at [http://gradweb.ou.edu/](http://gradweb.ou.edu/). This information is updated yearly and should be referred to for graduate program requirements.

**General Information**

The program in Zoology began soon after the University of Oklahoma was founded, and the first Ph.D. degree awarded by OU was in Zoology. Faculty research and the graduate program have internationally-recognized strengths in selected areas of animal behavior, aquatic biology, biodiversity and conservation biology, cell signaling, development and regeneration, ecology, evolutionary biology, genetics and genomics, life history and breeding systems, neural bases of behavior, and organismal biology. These foci are within two overarching intellectual themes: (1) Ecology and Evolutionary Biology, and (2) Neurobiology, Cell Signaling and Development. Research and training facilities at the OU Biological Station, the Sam Noble Oklahoma Museum of Natural History, the Oklahoma Biological Survey, and the Stephenson Research and Technology Center enhance the research opportunities for faculty and graduate students.

The Department of Zoology takes special pride in its teaching at both the graduate and undergraduate levels. Courses at the undergraduate level provide a broad foundation in biology and allow students to pursue selected areas of interest in depth through research participation and advanced studies courses.

Zoology is a popular major for students interested in a health professions career, and the curriculum provides an excellent base of preparation for a wide variety of careers or for postgraduate study. The department encourages participation in the Honors College, the Zoological Society, and other opportunities for individualized educational enhancement.
Programs for Academic Excellence

The Zoology Department is actively involved in the Honors Program, and many undergraduate students carry out independent research projects under the guidance of faculty members with national and international reputations in their fields. The Zoological Society, the Premed Club, the PreVet Club, and the American Medical Student Association are sponsored by Zoology faculty members and allow students with common interests to take field trips and hear talks about career planning and other important topics. The Zoology Aid Program (ZAP) is composed of undergraduate students who volunteer to tutor other students in Introductory Zoology. It is a rewarding experience for both the ZAP volunteers and those with whom they work.

The Zoology Association of Graduate Students works closely with the faculty to organize the weekly seminar program of visiting scholars and other educational enrichment opportunities.

Internationally-known research groups in aquatic ecology, animal behavior, vertebrate biology, neurophysiology, and other specialties strengthen the general areas of emphasis in the graduate program.

RESEARCH OPPORTUNITIES

Students can participate in research with Zoology faculty in a number of ways, such as Independent Study courses and Honors Research courses both at the undergraduate and graduate level.

Special Facilities and Programs

The Zoology Department is housed in Richards and Sutton Halls, which contain faculty and graduate student offices, research and teaching laboratories, maintenance shops, the departmental stockroom, photography workrooms, and computer rooms. Support staff including academic advisers, an audiovisual technician, a computer specialist and a shop supervisor are available to assist students. Teaching and research opportunities are provided for students at the following locations.

LABORATORY ANIMAL FACILITY

This facility contains breeding colonies of rodents and provides housing for a variety of other small mammals, amphibians, and reptiles.

TISSUE CULTURE LABORATORY

This lab provides facilities for in vitro culture of vertebrate cells and tissues and for the production of monoclonal antibodies.

BIOLOGICAL STATION, BIOLOGICAL SURVEY, SAM NOBLE OKLAHOMA MUSEUM OF NATURAL HISTORY

The University of Oklahoma Biological Station, located on Lake Texoma, an impoundment of the Red River on the Oklahoma-Texas border, is a permanent year-round field station with a resident staff of research scientists that provides year-round facilities for faculty and students. A summer session with approximately ten courses is attended by undergraduate and graduate students from throughout the country.

Students also use research collections and laboratories at the Sam Noble Oklahoma Museum of Natural History, and participate in field research through the Oklahoma Biological Survey.

AQUATIC RESEARCH FACILITY

This facility, located on the University South Campus, includes three greenhouses, 32 experimental ponds and a large array of artificial streams for faculty and student research and teaching.

OLIVER WILDLIFE PRESERVE

This wilderness area of 80 acres, situated just two miles south of the main campus, provides a natural laboratory for studies in ecology, natural history, and behavior.

Scholarships and Financial Aid

M. BLANCHE AND M. FRANCES ADAMS SCHOLARSHIP

The department awards scholarships of up to $3,000 to undergraduate or graduate students majoring in Zoology, based on nominations, merit, and financial need.

GEORGE MIKSCH SUTTON SCHOLARSHIP

Scholarships in the amount of $500 to $2,000 or more are awarded to undergraduate and graduate students in the field of Ornithology. Selection is based on merit and financial need.

For more information on these scholarships, contact the Department of Zoology or the Office of Financial Aid Services.

Teaching and research assistantships which provide a stipend and waive the out-of-state tuition, are also available. Contact the Department of Zoology at 314 Richards Hall, 730 Van Vleet Oval, Norman, OK 73019-6121.

Undergraduate Study

The zoology major program is designed to meet the needs of students who plan to enter graduate school in the biological sciences, to enter medical, dental, or veterinary college, or to work in specialized paramedical fields, environmental programs, or other careers in which zoology would serve as an academic background. The department strongly recommends that each student work closely with his or her adviser on a regular basis since all courses are not offered every semester. Each major or prospective major should work closely with the zoology advisory office on a regular basis to plan a program which will meet career goals. The advisory office can furnish information on courses, curricula and careers available to majors and will facilitate the assignment of a faculty adviser.

Zoology majors may work also for the standard secondary teaching certificate in science. For information consult an academic adviser in the Office of Student Academic Services.

The Department of Zoology has an honors program which involves original research and the writing of an honors thesis. Qualified students should consult the zoology advisory office for details.

The department offers undergraduate majors an opportunity to participate in undergraduate teaching or faculty research programs. The zoology advisory office will provide information and arrange for such participation.

The zoology major must complete 30 hours of major coursework (exclusive of Zoology 1114 and 1121), with at least 15 of these hours at the upper-division level. A grade of C or better must be earned in each course.

The following courses may not be counted as major work in zoology: Zoology 1005, 1114, 1121, 2124, 2255, 2343 and 3823.

BACHELOR OF SCIENCE

The standard Bachelor of Science degree is intended for students who want the flexibility afforded by a broad set of requirements.

Majors in zoology must take the following courses in zoology: 1114, 1121, 2094 or 2204, 3013, 3333, and 4983. At least one course must be taken from each of the following groups:

- Populations—3083, 3403;
- Organismic—3103, 3203;
- Cellular—3113, 4843.

In addition, at least one 4000- or 5000-level course not in the core must be completed; ZOO 4843/5843, 4961, 4983, or 4990/5990 cannot be taken to fulfill this requirement. Two upper-division courses with laboratories must be included in the major work. At least one field course and participation in the summer program of the Biological Station, Lake Texoma, are strongly recommended.

Geology 3513 may be counted as major work in zoology.
The following courses in related sciences are also required for all zoology majors: Chemistry 1315 and 1415; Chemistry 3012 and 3013 or Chemistry 3053, 3153, and 3152; History of Science 3013 or 3023; Mathematics 1743 or 1823; Physics 2414 and 2424 (or 2514 and 2524); Botany 1114 or Microbiology 2815 or 3813; Psychology 2003 or 2113 or Zoology 2913 or 4913.

BACHELOR OF SCIENCE IN ZOOLOGY – BIOMEDICAL SCIENCES

The Biomedical Sciences major leading to the B.S. in Zoology is intended for students who plan to enter postgraduate programs in medicine, dentistry, or one of the specialties (e.g., optometry, podiatry), veterinary medicine, the Physician Associate program, public health, medical research, or one of the biomedical industry support areas such as laboratory assistant or pharmaceutical sales.

Majors in Biomedical Sciences must take the following courses in zoology: 1114, 1121, 2011, 2012, 2094 or 2204, 3333, and 4983. At least one course must be taken from each of the following groups:

- Populations—3013, 3083, 3403;
- Organismal—3103, 3203;
- Cellular—3113, 4843.

In addition, at least one 4000- or 5000-level course not in the core must be completed. Two upper-division courses with laboratories must be included in the major work.

The following courses in related sciences are also required: Chemistry 1315, 1415, 3053, 3152, 3153, and 3653; Mathematics 1743 or 1823; Physics 1311, 1321, 2414, and 2424; Botany 1114 or Microbiology 2815 or 3813; and one approved course in the history of ethics of science or medicine (e.g., HSCI 3013 or 3023 or appropriate HON 3993). A computer science course and a statistics course are strongly recommended.

MINOR

A minor requires a minimum grade of C in 20 hours of courses, including Zoology 1114, 1121, nine upper-division hours, and at least two laboratory courses beyond 1121.

Minors may substitute Human Anatomy (2255) for Comparative Anatomy (2204) or Human Physiology (2124) for Principles of Physiology (3103). ZOO 2124, however, will not count toward upper-division credit.

Graduate Study

AREAS OF SPECIALIZATION

The fundamental areas of zoology and biology are available for advanced degree programs. Such areas include animal behavior, aquatic biology, biodiversity and conservation biology, cell signaling, development and regeneration, ecology, evolutionary biology, genetics and genomics, life history and breeding systems, neural bases of behavior, vertebrate paleontology, vertebrate and invertebrate biology. Detailed information may be obtained from the Chair of the Graduate Selections Committee, Department of Zoology, 314 Richards Hall, University of Oklahoma, Norman, OK 73019-6121.

ADMISSION REQUIREMENTS

Applicants for admission must submit a Report of Scores on the Graduate Record Examination Aptitude Test in addition to the other credentials required by the Graduate College. The advanced subject test is strongly recommended. Prospective students may obtain information about times and places for the examination from the University Counseling and Testing Services, University of Oklahoma, or from the Educational Testing Service, Box 955, Princeton, NJ 08540. Deadline for completed applications is January 15, but later applicants can be considered if openings are available. Students whose native language is not English must submit scores on the Test of English as a Foreign Language and the Test of Spoken English.

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PREREQUISITES FOR FULL GRADUATE STANDING

The student must meet the general requirements stated in the graduate section of this catalog, and must present at least 24 semester hours of credit in biological science. The student must have completed: one course in calculus (equivalent of Mathematics 1823 or 1743); one year of college physics (equivalent of Physics 2414, 2424 or 2514, 2524); and organic chemistry (equivalent of Chemistry 3012 and 3013 or 3053, 3152, and 3153). Courses needed to fulfill requirements of full graduate standing cannot be taken on a pass-no pass system of grading and should be completed within two semesters. During the week prior to enrollment in the first semester of graduate work each student takes an Advisory Examination which will cover the major fields of zoology (anatomy/physiology, genetics/evolution, ecology/behavior, and cell biology/development). Results of the advisory examination are used to evaluate the student’s background in zoology.

During the first academic year of graduate work, the student must have completed all requirements for full graduate standing and must have made an agreement with a faculty member to serve as major professor.

A student working toward an advanced degree must do so upon a background of knowledge which covers the basic principles of zoology. A student in a graduate degree program must complete a course in professional aspects of biology (Zoology 6012), and a course in biostatistics (Zoology 4913 or equivalent). An introduction to biochemistry is strongly recommended (Chemistry 3653, or Chemistry 5753 or equivalent), as is a course in evolution (Zoology 3013 or equivalent). Graduate programs are arranged in conference with an advisory committee.

Summer study at acceptable biological stations or research laboratories or as a member of an approved field research party is strongly recommended. Graduate credit may be given for this work. The University of Oklahoma maintains a biological station at Lake Texoma, and graduate courses are offered there each summer.

Degree Requirements

MASTER OF SCIENCE DEGREE

A student must meet the general requirements for the master’s degree as stated in the Graduate Bulletin. A student may complete a minor in a relevant field or achieve an advanced level in at least one field in support of the special field of interest.

The Department of Zoology requires the completion of a thesis. The degree program consists of at least 30 hours, of which six may be credited toward research. The comprehensive examination over all of the work offered for the degree, including the thesis, is oral.

MASTER OF NATURAL SCIENCE DEGREE

Students interested in teaching science in the secondary schools are referred to the degree of Master of Natural Science. Zoology is one of the fields which may be used to meet requirements of this degree.

DOCTOR OF PHILOSOPHY DEGREE

Work leading to the Ph.D. degree is offered in certain fields. Detailed information may be obtained from the Chair of the Graduate Selections Committee of the department. Doctoral programs are individually planned by the student’s advisory committee. Minimal requirements that apply to all doctoral programs are the attainment of an advanced level of achievement in a special field of interest and at least two supporting fields. Research skills are approved by the student’s advisory committee.
The College of Atmospheric and Geographic Sciences is composed of academic and research units focused on Planet Earth and Earth-Atmosphere interactions. The Department of Geography and the School of Meteorology are the academic units in the College. Research units include the Center for the Analysis and Prediction of Storms, the Center for Spatial Analysis, the Cooperative Institute for Mesoscale Meteorological Studies, the Environmental Verification and Analysis Center, and the Oklahoma Climatological Survey. The College is a key participant in the Sarkeys Energy Center and a leader in the National Weather Center, the University's new facility for weather education, research and operations. The College of Atmospheric and Geographic Sciences is the campus leader for basic research and education on the environment, and humankind's place within the Earth System. The faculty prepare students for leadership roles in industry, government, and academia, and carry out basic and applied research to understand and predict weather and climate.
have important experience in his or her discipline in addition to meeting normal academic requirements.

Faculty-supervised research is an important component of the College of Atmospheric and Geographic Sciences graduate program. Most graduate students are supported financially through research assistantships funded by federal and private industry grants and contracts. Other graduate students are financially supported through teaching assistantships awarded by their academic unit. In either case, faculty-supervised student research leads to master’s theses and doctoral dissertations as part of the overall graduate degree requirements. This research is often published in scientific journals which may be useful in assisting graduates to obtain employment.

Special Facilities and Programs

The academic and research units of the College of Atmospheric and Geographic Sciences are housed in the Sarkeys Energy Center (SEC) and the National Weather Center (NWC).

THE SARKEYS ENERGY CENTER

The Sarkeys Energy Center is a 340,000 square foot, $50 million structure. The College of Atmospheric and Geographic Sciences Dean’s Office and the offices and labs of the Department of Geography are housed in the 15-story SEC tower. Classrooms and laboratory facilities are also located in the building.

THE NATIONAL WEATHER CENTER

The National Weather Center building is a new 244,000 square foot, $67 million facility located on the OU Research Campus. This building houses the National Weather Center programs, a confederation of state and federal organizations which work together on educational, pure and applied research, and operational activities. The School of Meteorology, the Cooperative Institute for Mesoscale Meteorological Studies, the Center for Analysis and Prediction of Storms, the Environmental Verification and Analysis Center, the Center for Spatial Analysis, the Natural Hazards and Disaster Prevention Center, and the Oklahoma Climatological Survey, are the University of Oklahoma components of the Weather Center. The federal agencies that are part of the Weather Center include: the National Severe Storms Forecast Laboratory, the Storm Prediction Center, the National Weather Service Office (Oklahoma City), the WSR-88D (NEXRAD) Radar Operations Center, and the Warning Decision Training Branch. The National Weather Center programs offer a rich educational and research environment for students pursuing undergraduate and graduate study in meteorology, climate, hydrology, remote sensing, and computer applications.

GEOSPATIAL AND IMAGE ANALYSIS LABORATORY

The Geospatial And Image Analysis laboratory facilitates both research and teaching related to spatial data analysis, especially the design and application of Geographic Information Systems, the analysis of remotely sensed data and its integration with other spatial data types, and the statistical analysis of spatial data. The laboratory provides the opportunity for students to obtain “hands-on” experience in geospatial techniques in both UNIX workstation and PC-based computational environments.

CENTER FOR SPATIAL ANALYSIS (CSA)

The Center for Spatial Analysis promotes geographic thinking and spatiotemporal reasoning through research, education, outreach, and other collaborative activities. CSA offers research opportunities in geographic information science and technology, including Geographic Information Systems, Remote Sensing, and Global Positioning Systems to faculty, staff, and graduate and undergraduate students. CSA serves the theoretical modeling with extensive field observation and measurement programs.
University community by providing technical support for students, faculty, and researchers to collaborate with CSA personnel and incorporate geospatial technology into research projects. In addition, learning opportunities are provided through outreach activities, internships, training courses and workshops for students as well as to the broader community beyond the campus. CSA is a member of the state GIS council and an active participant in national and international professional programs. Please visit our Web site at [http://csa.ou.edu](http://csa.ou.edu) for further information.

**College Honor Roll**

The College of Atmospheric and Geographic Sciences Honor Roll is compiled at the close of each fall and spring semester. It includes students who have completed at least 12 grade point hours and have earned an average of 3.50 or higher during the semester.

Part-time students enrolled for both the fall and spring semesters of an academic year will be included on the spring semester honor roll provided that, as a result of combining the work completed during the fall and spring semesters, they earn at least 12 grade point hours with no withdrawals and an average of 3.50 or better.

**Student Organizations**

- Dean’s Student Leadership Council
- Sigma Gamma Epsilon (the honorary society for the Earth Sciences)
- The University of Oklahoma Geography Club
- Geography Graduate Student Organization
- Student Chapter of the American Meteorological Society
- Student Affairs Committee (Meteorology)

**Scholarships and Financial Aid**

Students entering the University are eligible to apply for any of the general scholarships awarded by the University Scholarship Committee. General scholarships are awarded on the basis of academic achievement and financial need. Scholarship and other forms of financial aid information is available from the Office of Financial Aid Services, University of Oklahoma, Norman, OK 73019.

In addition, scholarships are awarded to geography and meteorology students by the programs in the College of Atmospheric and Geographic Sciences. For additional information, please refer to the academic unit sections in the following pages.

**Computing**

The College of Atmospheric and Geographic Sciences is making a major commitment to integrate and exploit computer and network technology in its courses and programs. A&GS students access and use a rich variety of materials and educational experiences through local and Internet-based resources. While the University provides computer labs for student use, the College of Atmospheric and Geographic Sciences provides specialized computing labs for exclusive use by its majors. The College of Atmospheric and Geographic Sciences is a partner in the University of Oklahoma SuperComputing (OSCER-OU SuperComputing Center for Education and Research Center).

**Undergraduate Study**

**ADMISSION TO THE UNIVERSITY**

Students must be admitted to the University of Oklahoma before being admitted to the College of Atmospheric and Geographic Sciences.

First-year students and all other prospective A&GS students who have not yet met the requirements for admission to the College of Atmospheric and Geographic Sciences are admitted to University College. Inquiries concerning admission to the University and University College should be addressed to the Office of Admissions. Students are cautioned however, that the admission requirements for the College of Atmospheric and Geographic Sciences programs are more stringent than the requirements for admission to the University. New students considering majoring in any of the College’s programs should complete at least the following high school preparatory work:

1. **Mathematics** — four years of college-preparatory mathematics.
2. **Sciences** — a year of physics, chemistry, biology and/or Earth sciences.
3. **English** — four years (including grammar and composition).
4. **Foreign Language** — two years (same language).

**ADMISSION TO THE COLLEGE**

Students will be admitted to the College of Atmospheric and Geographic Sciences once they declare a geography or meteorology major and complete the following requirements:

1. Earn a minimum of 24 semester hours of college credit.
2. Earn a combined retention grade point average of at least a 2.00.
3. Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU-Tulsa, and Claremore, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of admission or readmission to the University, and to the individual colleges within the University.

**STUDENT ADVISEMENT**

Each student meets with a faculty adviser during enrollment periods and as necessary during the academic year. The Dean’s Office is staffed by an Assistant Dean for Student Services and an Academic Counselor who are available for student support. Students may visit with the Academic Counselor in the 710 Sarkeys Energy Center during normal working hours, or they can call (405) 325-3101 for an appointment.

The responsibility for meeting graduation requirements lies with the student and not with the adviser, the school/department, or the Dean.

**SCHOLASTIC REQUIREMENTS**

1. A combined retention grade point average of at least 2.00 is required for admission, retention and graduation in any of the major programs in the College. Any student whose combined retention or OU retention grade point average falls below 2.00 is placed on enrollment agreement. Students on enrollment agreement will be denied enrollment privileges following any semester in which satisfactory scholastic progress toward a 2.00 average has not been made. If a student is denied enrollment, he or she may not earn credit toward a degree until he or she is readmitted to the College.
2. Grade point deficiencies (as noted above) in a curriculum of the College of Atmospheric and Geographic Sciences must be made up through reenrollment in curriculum courses in which the student had a last-recorded grade of D or F. Should all D or F grades in curriculum courses be raised to a C or above, and the student still has grade point scholastic deficiencies, he/she may then enroll in noncurricular courses. For the freshman and sophomore years, any courses may be used; but, for the junior and senior years, the courses must be numbered 2000 or above, unless the course so elected is approved as an elective in the last two years of his/her major school or department’s curriculum.
3. After a student has been reinstated in the University following an unsatisfactory scholastic record, the student must apply to the Dean of the College of Atmospheric and Geographic Sciences for reinstatement in the College. The Dean will determine whether to readmit the student and may prescribe the conditions for reinstatement in the College in accordance with the policies established by the faculty and the Dean.
4. Any departure by a student from the curriculum requirements and scholastic rules must be approved by a petition and must not conflict with existing University regulations. A student submitting a petition must obtain the written recommendation of his/her adviser and submit it to his/her major school or department for faculty action and the Dean’s Office for approval.
5. The College of Atmospheric and Geographic Sciences requires comprehensive examinations to be given during the regular scheduled examination periods in all undergraduate courses excluding directed readings, pure laboratory courses and project-type courses and seminars. No member of the faculty is authorized to depart from this regulation or from the published examination schedule for either a class or an individual without prior approval. Special early examinations given to individual students or groups of students as substitutes for final examinations are prohibited. A student will not be expected to take more than two examinations in one day.

6. Full-time students may enroll in 12–19 hours of work. Enrollment in more than 19 credit hours is permitted only with the approval of the student’s adviser and the Dean of the College of Atmospheric and Geographic Sciences. Permission to carry more than 19 hours will depend primarily on the student’s scholarship record and his/her ability to carry increased loads.

7. Academically superior students are encouraged to contact the Honors College office to investigate their participation in the University’s Honors College.

8. Pass/no pass enrollments may not be used to satisfy College of Atmospheric and Geographic Sciences requirements.

**COLLEGE CREDIT HOUR REQUIREMENTS**

To be recommended for a bachelor’s degree in the College of Atmospheric and Geographic Sciences:

1. A student must complete at least 124 hours of coursework. At least 48 hours of upper-division courses (3000-level and above) must be earned.
2. A minimum of 60 semester hours must be earned in a senior college for a baccalaureate degree. (Credit may be accepted in transfer from a two-year college to meet lower-division requirements only.)
3. To be recommended for a degree, a candidate must spend at least two semesters or the equivalent in residence, complete at least 36 of the last 48 hours in residence and fulfill the grade and grade point requirements of the college.
4. No more than 52 of the minimum 124 credit hours may be taken in one department of the college (geography or meteorology).
5. No more than six semester hours of independent study or directed readings may be applied toward degree requirements.
6. No more than six semester hours of military science may be applied toward degree requirements.

**COLLEGE AVERAGE REQUIREMENTS**

To obtain credit toward any degree in the College of Atmospheric and Geographic Sciences, a student must have a 2.00 combined retention grade point average in all coursework attempted, a 2.00 grade point average in all coursework attempted in their major area, and a 2.00 OU retention grade point average in all coursework attempted at OU.

**COLLEGE GRADUATION WITH DISTINCTION**

The faculty may recommend that the degree “With Distinction” be conferred on graduates who have a retention grade point average at OU of 3.50 or higher and “With Special Distinction” on students who have an OU retention grade point average of 3.75 or higher.

**COLLEGE TEN-YEAR LIMITATION RULE**

Credit in a student’s major that is more than 10 years old may not be applied toward a bachelor’s degree unless it is validated by the major department or by each department if the student’s major is interdisciplinary.

**Minors**

The College of Atmospheric and Geographic Sciences offers students the option of declaring a minor subject. Minors in the College are available in geography, geographic information science, hydrologic science, physical geography, and weather and climate. The specific minor requirements will be found in the section of the catalog describing the major program offered by the College. A minor in hydrologic science offered by the College is described below. These specific requirements must include at least 12 hours of courses acceptable for major credit. The successful completion of a minor will be entered on the student’s permanent record at the time the degree is recorded. The College of Atmospheric and Geographic Sciences also offers the approved minors to students registered in other colleges within the University.

In addition, A&GS students are eligible to declare a minor offered through other OU colleges.

**Minor in Hydrologic Science**

Hydrologic science is the study of the occurrence, distribution, movement and properties of water and its relationship with the Earth’s environment. Thus, hydrologic science is a cross-disciplinary area which blends aspects of civil engineering, environmental science, geography, geology, geophysics, and meteorology. Persons with backgrounds in hydrologic science will have the expertise to investigate the water cycle including techniques on measuring the various components with various tools such as radar, GIS, and remote sensing platforms. This will allow for preparing plans for the wise, long-term use of water resources in agriculture, industry, municipal planning, and recreation.

The minor offers two options designed to address the most prominent areas of hydrologic science: Hydrometeorology and Groundwater-Subsurface Environment. Academic requirements for either option include 12 credit hours from the hydrologic-related disciplines listed above. Consult the School of Meteorology for complete requirements.

**College Core Requirements for Graduation**

**BACHELOR OF ARTS DEGREE**

In addition to University requirements which include 40 hours of University-Wide General Education and a minimum of 48 hours of upper-division coursework, the following must be completed:

1. Twenty-four semester hours of adviser-approved coursework which must be:
   a. outside the student’s major school or department, and which
   b. must contain two foreign language courses at the intermediate level, or the student must demonstrate competency (via placement or competency exam) at the intermediate level.
2. Courses prescribed for the academic program in the respective school or department.

**Total Minimum Curriculum Hours Required for Graduation: 124.**

**BACHELOR OF SCIENCE DEGREES**

1. Mathematics: Math 1823, 2423, 2433, 2443 (college algebra or more elementary courses cannot be used to satisfy this requirement).
2. Computer Science: CS 1313.
4. Additional Science Requirements: A minimum of nine hours of approved courses in biologic science, chemistry, computer science, mathematics, physics, engineering and geosciences science courses outside the major area. A minimum of three hours of the required nine credit hours must be in a geography, geology, geophysics, or meteorology science course outside the student’s major area. A minimum of six hours of the required nine credit hours must be upper-division coursework.
5. Humanities-Social Sciences: Humanities and social sciences electives — nine hours (three hours must be in upper-division coursework). Credit for some of these courses may be used to satisfy General Education requirements.
6. Other Requirements: English 1113, 1213 or EXPO 1213, and 3153; History 1483 or 1493; Political Science 1113; professional electives (varies with major); free electives (varies with major).

**Total Minimum Curriculum Hours Required for Graduation: 124.**

For specific requirements for individual degrees, please refer to the academic unit sections in the following pages.
Second Bachelor’s Degrees
A student who has completed the requirements for a bachelor’s degree may receive a second bachelor’s degree upon the completion of the curriculum prescribed for the second degree, provided that the work completed includes at least 30 additional credit hours of upper-division geography, meteorology, applied science and elective courses appropriate to the field of the second degree. These courses must be over and above the credit hours required for the first degree.

Graduate Study
For specific information about graduate studies, please refer to the academic unit sections in the following pages.

Department of Geography
Fred M. Shelley, Chair
Sarkeys Energy Center, Suite 684
Norman, OK 73019-1007
Phone: (405) 325-5325
FAX: (405) 325-6090
Internet: http://geography.ou.edu

Faculty Roster
Professors Shelley, Spaeth, Wallach, T. Williams, Yuan; Associate Professors Greene, Hoagland, Offen, Rundstrom, Tarhule; Assistant Professors Purcell, Rashed; Adjunct Professor Kessler; Lecturers Gress, Gros, Tarhule-Lips.

Degrees Offered
• Bachelor of Arts in Geography
• Bachelor of Science in Geography
• Master of Arts
• Doctor of Philosophy

General Information
Geography is one of the oldest organized fields of study. Natural curiosity and a desire to seek resources prompted early people to migrate across land and oceans. As knowledge of the world and its people grew, so too did the discipline of geography. The known world was mapped, and cartography developed as a specialized profession highly dependent on mathematics. Continued exploration produced information that was synthesized, and the world was defined and interpreted by geographers. Modern geography continues to analyze global environments and the role of human life in these systems. The study of the interaction of physical and biological systems with social systems forms a central focus for many geographers. No other scholarly field addresses the interplay between human activity and the Earth’s climates, landforms, vegetation and soils. In this sense, geography is a field of extraordinary breadth, which attempts to understand connections among the dynamic systems operating on the surface of the Earth.

Modern technologies that allow the collection of geographic information from maneuverable or fixed orbital air and spacecraft provide today’s geographer with holistic perspectives of the Earth at frequent intervals in time. Devices to store and analyze these data have given the geographer means to study a wide array of physical and human phenomena across the entire Earth surface. Geographers examine rhythms in the Earth’s ocean and atmosphere and their impacts on its land surface, land use and cover, and the evolution of physical and cultural patterns on the surface of the Earth.

Programs for Academic Excellence
The department currently works across the broad spectrum of geography. Faculty research interests in physical geography include hydrology, global and tropical climatology, and biogeography. In human geography, faculty research interests include cultural and historical studies focusing on economic and natural resource development, land use, cross-cultural contacts, political geography, and the geography of cyberspace. Active research interests of the faculty in techniques include geographical information systems (GIS), quantitative methods, statistical climatology, and remote sensing. The faculty is involved in research associated with areas of common interest between geography and meteorology, including natural hazards and disasters, water resources, land use and land cover change, and sustainability. Among them, the entire faculty is currently working in many geographical areas, including the United States, Canada, Latin America, Eastern Europe, West Africa, the Middle East, and South and East Asia.

Special Facilities and Programs
Department offices are housed primarily on the fourth and sixth floors of Sarkeys Energy Center, while laboratories are located on the first floor of the same building. Among those laboratories is a GIS complex which includes PCs, Sun workstations, digitizers, printers, and plotters. Available software includes ERDAS, ARC-INFO, ATLAS/GIS, MAP INFO, and IDRISI. The department also has laboratories for physical geography, cartography, air-photo interpretation, and remote sensing.

University resources include the Bizzell Memorial Library which has an extensive collection of journals and books on geography, a large collection of maps and aerial photographs, and special collections in Western History, the History of Science, and the Geosciences. The Department houses the Center for Spatial Analysis, the Environmental Verification and Analysis Center, and the Oklahoma Alliance for Geographic Education.

Scholarships
The Ralph E. Olson and Margaret Olson Scholarship Fund provides awards to students who have attained high achievement in the field of geography. Undergraduate geography majors are eligible after completion of the junior year. The Clyde Bollinger Award provides awards to graduating seniors who demonstrate outstanding scholarship and enthusiasm for geography. Additional awards and scholarships are provided annually to outstanding graduate and undergraduate students.

Undergraduate Study
All undergraduate students majoring in geography are required to complete a 32-hour core of coursework, which provides students with an introduction to the major areas of geography. Both the Bachelor of Arts and Bachelor of Science degrees contain many electives that allows the student (in consultation with the adviser) to craft a degree program that meets their interests in the various facets of geography. Students are encouraged to meet with the departmental faculty adviser early in the student’s academic career to begin discussing the courses best suited to the student’s interests.

Degree Requirements
For detailed semester by semester curriculum requirements, please consult: checksheets.ou.edu/atmosgeogindex.htm.

BACHELOR OF ARTS IN GEOGRAPHY
1. General Education: 40 semester hours distributed in accordance with University requirements.
2. College of Atmospheric and Geographic Sciences Requirements: 30 semester hours of adviser-approved coursework which must be:
   a. outside the student’s major school or department, and which
   b. must contain two foreign language courses at the intermediate level, or the student must demonstrate competency (via placement or competency exam) at the intermediate level.
3. Department of Geography Core Requirements: 32 semester hours including Geography 1113 or 2503, 3001, 3023, 3213, 3243, 3924, 3930, one course in Geographic Information Science, two Geography courses as electives and the capstone (4953).

4. Department of Geography Additional Requirements: Seven additional hours of humanities/natural science electives chosen from the approved University-Wide General Education list (Core Areas III or IV). These hours are in addition to those required for 1 and 2 listed above.

5. Electives chosen in consultation with the departmental faculty adviser to complete the 124-126 hours required (including 48 upper-division).

BACHELOR OF SCIENCE IN GEOGRAPHY

1. General Education: 40 semester hours distributed in accordance with University requirements.

2. College of Atmospheric and Geographic Sciences Requirements: 46 semester hours including:
   - Math 1823, 2423, 2433, 2443, Computer Science 1313, Chemistry 1315, 1415, Physics 2514, and 2524;
   - Additional Science Requirements: A minimum of nine hours of approved biological science, chemistry, computer science, mathematics, physics, engineering and geosciences courses outside the major. A minimum of three of these hours must be in a geosciences course outside the student's major; a minimum of six hours must be upper-division.
   - Humanities/Social Sciences: Nine hours (three must be upper-division) chosen from the approved University-Wide General Education list. These courses may also satisfy General Education requirements.

3. Department of Geography Core Requirements: 32 semester hours including Geography 1113 or 2503, 3001, 3023, 3213, 3243, 3924, 3930, one course in Geographic Information Science, two Geography courses as electives and the capstone (4953).

4. Department of Geography Additional Requirements: Seven additional hours of humanities/natural science electives chosen from the approved University-Wide General Education list (Core Areas III or IV). These hours are in addition to those required for 1 and 2 listed above.

5. Electives chosen in consultation with the departmental faculty adviser to complete the 124-126 hours required (including 48 upper-division).

MINOR IN GEOGRAPHY

A minor in geography requires a minimum of 15 hours of courses acceptable for major credit, including at least nine upper-division hours. In fulfilling the minor requirements, a student must complete two introductory courses from 1103, 1114, or 1213; and an introductory-level techniques course from 3924, 3933, 4133, 4353, or 4453. The remainder of the 15 required hours must come from upper-division graded geography courses selected in consultation with a departmental adviser.

MINOR IN GEOGRAPHIC INFORMATION SCIENCE

A minor in geotechniques requires a minimum of 15 hours of courses acceptable for major credit, including at least nine upper-division hours. In fulfilling the minor requirements, a student must complete two introductory courses from 1103, 1114, or 1113; and a minimum of nine hours of upper-division courses from 3353, 3924, 3930, 3933, 4133, 4233, 4453, or 4553.

Graduate Study

Admission Requirements

In addition to meeting the requirements of the Graduate College, students seeking admission to the geography program must have an undergraduate grade point average of at least 3.00, be able to define the goals and objectives for their degree program, and submit at least three letters of recommendation. The department encourages the submission of results from the Graduate Record Examination as additional evidence of promise, but they are not required for admission and no minimum score is required.

Students who have some deficiencies in their academic background can be admitted conditionally at the discretion of the department. Prospective students are strongly encouraged to contact the Department and to identify and contact prospective advisers before applying for graduate work.

Master of Arts

The M.A. degree certifies that a student has a professional grasp of the concepts and techniques of geography and has demonstrated competence and originality in their use. The M.A. degree can be acquired by one of two methods—a thesis option or a non-thesis option.

The thesis option degree requires a total of 30 hours of graduate credit, with at least a B average. Specific coursework requirements include: satisfactory completion of Contemporary Geographical Thought (6973); Research Methods (6953); three three-credit hour research seminars or graduate courses, one field course, and a minimum of four hours and no more than six hours of thesis credit. In addition, the student will:
   a. Present a thesis acceptable to the advisory committee.
   b. Satisfactorily complete an oral examination.

No student may be examined orally more than once. Only after the advisory committee agrees that the thesis is essentially complete will the oral examination be scheduled.

The non-thesis option requires a total of 36 hours of graduate credit, with at least a B average. Specific coursework requirements include: satisfactory completion of Contemporary Geographical Thought (6973), Research Methods (6953), a field course, three three-credit hour research or graduate courses, and six hours of advisor-approved electives. In addition, the student will satisfactorily complete a comprehensive final examination within his or her chosen field of study.

In order to assure that an M.A. program is completed without undue delay, the evaluation process must be successfully completed before the student has completed more than 42 credit hours of graduate coursework. Courses beyond this total can be counted toward a Ph.D. degree only if the student has completed the M.A. degree or its equivalent.

Doctor of Philosophy

The Ph.D. degree certifies that a student has mastered a significant body of geographical knowledge and has demonstrated a high degree of professional competence as a geographer by making an important, original contribution to knowledge. The Ph.D. requires:
   a. a total of at least 90 semester hours of graduate credit beyond the bachelor's degree;
   b. successful completion of Contemporary Geographical Thought (6973), Research Methods (6953), and three three-credit hour seminars or graduate courses, and one field course;
   c. the demonstration of an acceptable level of competence in two areas of specialization;
   d. development of a cognate field;
   e. the completion of an acceptable written dissertation followed by an oral defense of that dissertation.

All Ph.D. students must identify an advisory committee which will consist of the advisor and four other faculty members, one of whom must be from a discipline other than geography. The committee must be approved by the Department faculty, upon the recommendation of the adviser and student. Each student will develop and declare primary and secondary areas of specialization that are acceptable to the advisory committee. Students are expected to declare provisional specialties, in consultation with the advisory committee, by the end of the second semester of residence in the Ph.D. program. Coursework requirements in connection with this specialty, as well as with the cognate field, are determined by the student and the advisory committee in a formal conference held before the end of the first year of residence.

Each student must select a cognate field or discipline related to his or her area of specialization. A cognate field will normally consist of at least nine hours of courses in more than one discipline. The advisory committee must approve both the cognate field and the courses which fulfill this requirement.
The readiness of a student to proceed with dissertation research will be evaluated by written and oral examinations. These will be administered by an examining committee of at least four faculty members from geography, one of whom will be the student’s adviser, and one faculty member from outside the discipline. The written portion of the examination will cover the degree specializations and cognate field. The examination will be prepared by the adviser from questions suggested by members of the examining committee. The oral examination will consist of follow-up questions related to the written portion and to the student’s knowledge of geographic thought and methodology. Satisfactory completion of the written and oral portions of the general examination is followed by formal certification of candidacy for the Ph.D. degree.

After taking the general examination, a formal dissertation proposal must be presented in a meeting open to the geography faculty and graduate student body. If the proposal is judged to be inappropriate or in need of additional work, a second presentation may be required. It is the responsibility of the adviser to determine the consensus of the committee to authorize the student to proceed with the dissertation. No formal vote of approval shall be required of the faculty as a whole, but the proposal must have the sanction of all members of the dissertation committee.

Before the presentation of the proposal, the following procedure will be employed:

a. the membership of the dissertation committee shall be established,
b. the time and place of the presentation shall be publicized, including a written announcement to the geography faculty, and
c. a written statement of the proposal shall be given to each member of the dissertation committee and to the remaining members of the faculty.

The final requirement is the preparation and oral defense of a Ph.D. dissertation, which must be a major piece of research recognized by the dissertation committee as a significant contribution to knowledge. The dissertation committee must consist of at least five faculty members (except by petition to and approval by the faculty); three or more of them must be geographers and at least two of them, including the adviser, must be on the geography graduate faculty of the University. Members of the advisory committee will normally remain as members of the examination and dissertation committees. All changes in committee membership must be forwarded to the Graduate College for approval at least 30 days prior to defense of the dissertation.

After advancement to candidacy for the Ph.D. degree, a student is expected to submit a dissertation manuscript within four years. After this time, at the discretion of the Department of Geography faculty, the student may be required to repeat the general examinations and/or to resubmit a dissertation proposal as a condition for remaining a degree candidate. As long as there is clear evidence that a student is making progress and is keeping up-to-date professionally, the four-year time period may be extended on recommendation of the dissertation committee. Experience shows, however, that long delays tend to increase the likelihood of problems in completing a dissertation.

The final defense of the dissertation will be scheduled only after the committee has agreed to approve the draft as nearly complete. Procedures for this defense shall follow those outlined by the Graduate College. Major points of conflict regarding substance or style should be resolved before the final defense. However, minor additions and revisions may be expected after the defense.
Northeast of Oklahoma City is the National Weather Center on OU's Research Campus. Located in the National Weather Center on OU’s Research Campus, the NSSL is a National Oceanic and Atmospheric Administration laboratory dedicated to improvement of our understanding of severe convective and mesoscale events. Areas of emphasis include forecasting and analysis techniques, radar development and applications, and applications of multi-scale numerical forecast models. Research assistantships are available through CIMMS and adjunct faculty at the NSSL supervise graduate student research in the School of Meteorology.

**NATIONAL WEATHER SERVICE STORM PREDICTION CENTER (SPC)**

The NOAA Storm Prediction Center (SPC) is the NWS National Center of Expertise for mesoscale hazardous weather forecasting. It has responsibility for issuing tornado and severe thunderstorms warnings for the contiguous United States. In addition, SPC prepares outlooks of areas with expected tornado and severe thunderstorm activity during the next eight days. The SPC also produces eight day forecasts for areas of the country where conditions are compatible with the ignition and spread of wild fires, and short term forecasts of mesoscale features associated with hazardous winter weather and excessive precipitation. The SPC is one of the organizing partners of the NOAA Hazardous Weather Testbed which explores ways to improve the timeliness and accuracy of hazardous weather forecasts. The SPC collaborates with meteorologists from around the world, and has conducted many joint projects with programs in the College of Atmospheric and Geographic Sciences.
OKLAHOMA CLIMATOLOGICAL SURVEY (OCS)
The OCS is a state agency housed at the University of Oklahoma and serves as one component of the School of Meteorology’s current research cluster. The OCS is a dual-purpose organization functioning as a service provider and conducting cutting-edge research. OCS contributes data resources and expertise in a broad field of interests such as climate and climate change, real-life application of weather data, and the operation of the Oklahoma Mesonet, Oklahoma’s weather network. Research interests include K-20 education, first-responder instruction and support, surface transportation monitoring systems, and weather instrumentation research. The main office of OCS is located in the National Weather Center, part of the new Norman Research Campus. For additional information, visit the agency’s Web site at www.ocss.ou.edu.

WSR-88D RADAR OPERATIONS CENTER (ROC)
The ROC, a NOAA organization partially located in the National Weather Center on OU’s Research Campus, provides life-cycle hardware and software engineering and maintenance support for a world-class network of 167 Doppler weather radars (also known as NEXRAD) installed nationwide and at several overseas locations. The ROC uses a co-located WSR-88D radar for development and testing, operates a 24/7 helpdesk to support operations and maintenance activities, and deploys teams of engineers and technicians to perform major maintenance. Working in collaboration with NSSL and OU researchers, the ROC transitions new radar techniques and products to operations to continually improve the nation’s weather radar capabilities.

Special Facilities and Programs
The School of Meteorology is located in the National Weather Center building, which contains the largest combination of academic, research and operational meteorologists in the world. Located in OU’s Research Campus, the 500 people working in the NWC facility are also in close proximity to other OU research centers, the Oklahoma Supercomputer Center for Education and Research (OSCER), the Sasakl Institute, and a variety of private sector weather companies. The facility contains state-of-the-art classrooms, laboratories, computer labs, a library, food court, student center, several lounge areas distributed around a spacious atrium, an observation deck on the roof, and a high-bay garage for the mobile radar vehicles. The School’s 80 offices and classrooms occupy all of the fifth (top) and parts of other floors, allowing students and faculty to interact closely with the researchers and practitioners in the other NWC organizations.

Scholarships and Financial Aid
Depending on availability of funds, the School offers approximately 10-20 scholarships per year for each of its freshman, sophomore, junior and senior classes. These awards are primarily based on merit and qualified students will receive application forms from the School in advance of the next academic year. The School of Meteorology encourages all applicants to seek University-wide scholarships and financial aid for which they may be eligible. The department offers graduate teaching and research assistantships to highly qualified applicants with undergraduate degrees in meteorology or atmospheric science, physics, mathematics, computer science, engineering, or other related fields. For information, please write to:

Director, School of Meteorology
University of Oklahoma
120 David L. Boren Blvd.
Norman, OK 73072

Undergraduate Study

BACHELOR OF SCIENCE IN METEOROLOGY
For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/atmosgeogindex.html.

Lower-Division Requirements
The lower division (1000 and 2000-level courses) requirements of 64-65 hours are to be met as follows:

Communications: six hours. English 1113 and 1213 or EXPO 1213.

Foreign Language: 0 - 10 hours. Two courses in the same language (can be met by successfully completing 2 years of the same foreign language in high school).

Science and Mathematics: 34-35 hours. Physics 1311, 1321, 2514, and 2524; Chemistry 1315; Lower-Division Science Elective (one of GEOL 1114, ASTR 1504, CHEM 1415, BOT 1114, ZOO 1114); Computer Science 1313; Math 1823, 2423, 2433, and 2443. (Students must earn a grade of C or better in all CS, ENGR, MATH, METR, and PHYS courses that are direct prerequisites for METR courses.)

Humanities: 12 hours. History 1483 or 1493; one course from each of the following three fields: Understanding Artistic Forms, Western Civilization and Culture, Non-Western Cultures.

Behavioral and Social Sciences: six hours. PS 1113 and a Social Sciences Elective (to be chosen from the University-Wide General Education Approved Course List for Core III (Social Science).


Other: three hours. Three hours of a faculty-adviser-approved course must be included in the B.S. program. GEOL 1114 satisfies this requirement, or a geography (science or technical), geology, or geophysics course outside the major may be taken as a science elective or climatology elective.

Upper-Division Requirements
Communications: three hours. English 3153.

Engineering and Mathematics: 15 hours. Math 3413 and 4753 or METR 4303, plus an upper-division Math elective; and ENGR 3723. The upper-division Math elective may be replaced by a course from an adviser-approved area of concentration or minor.

Science Electives: nine hours. (These electives may be replaced by courses required for an area of concentration or minor). Minimum of nine upper-division hours of faculty-adviser-approved courses in geosciences, engineering, math, physical sciences and/or biological sciences.

Meteorology: 31 hours. METR 3113, 3213, 3223, 3233, 3333, 4133, 4233, 4424, 4433, 4911, 4922 and a meteorology or climatology elective.

NOTE: No more than 52 hours may be taken in one department of the college.

Area of Concentration in Business
In recognition of the increasing job market in the private sector of meteorology, the School of Meteorology and the Price College of Business have joined to institute an area of concentration in business within the meteorology curriculum. A minimum of 12 upper-division credit hours of faculty-adviser approved coursework is required. These courses may be taken in lieu of the upper-division math elective and the nine credit hours of science in the undergraduate meteorology curriculum.

Required courses are MGT 3013 and MKT 3013, plus two electives to be chosen from B AD 4353, MGT 4363, MIS 3333, 3363, 3373, or 4413, or faculty-approved courses. It is important to understand that all required coursework for the area of concentration in business must be completed before any of the completed courses may be used in lieu of nine credit hours of science elective and three of math elective. Otherwise, the student reverts to the regular meteorology curriculum.

Area of Concentration in Computer Science
The School of Meteorology has joined with the School of Computer Science in the College of Engineering to provide an area of concentration within the meteorology curriculum for students interested in further developing their skills in the use of computers in science, engineering, and
business. These courses may be taken in lieu of the upper-division math elective and the nine credit hours of science in the undergraduate meteorology curriculum.

The required courses are CS 1323, CS 1813, CS 2334, CS 2413 and an elective among five to six upper-division CS courses. These four courses substitute for the math elective and three science electives in the Meteorology curriculum. CS 1323 is also required but can replace CS 1313 in the curriculum.

*Three hours must be upper-division.

Minors
MINOR IN BROADCASTING FOR MAJORS IN METEOROLOGY
The minor involves 13 hours of JMC classes to be inserted into the three upper-division science and one upper-division mathematics elective in the meteorology curriculum. Ten JMC hours are upper-division and three JMC hours are lower-division. Course requirements include: COMM 2613 or DRAM 1603; JMC 2033, 3622, 3642, 3663 and 3773.

OTHER MINORS AND DEGREES
A minor in mathematics can be obtained by taking one 4000-level math course in addition to the normal meteorology curriculum (if MATH 4753 is taken). Minors in computer science, physics and other areas are available, normally requiring about 18 credit hours. The college-wide Hydrology minor is also available. The school is considering adding other minors as well.

Some students pursue dual degree programs in math, physics, computer science and other areas. Please consult a meteorology adviser for additional information.

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**Graduate Study**

**Admission**
The general requirements for admission to the Graduate College must be fulfilled (see [http://gradweb.ou.edu](http://gradweb.ou.edu)). The application form for the School of Meteorology Graduate Program can be found under Graduate Information at the school’s web site. The School encourages applications from B.S. graduates in physics, math, computer science and other science and engineering disciplines as well as from meteorology majors. Students from other disciplines may need to take some undergraduate meteorology, math, and other courses depending on their background. Acceptance into the Graduate College does not guarantee admission into the School of Meteorology.

**KNOWLEDGE EXPECTATIONS**
Incoming graduate student in the School are normally expected to have a working knowledge of calculus, vector analysis, linear algebra, ordinary differential equations, partial differential equations, statistics, and computer programming (e.g., UNIX and either FORTRAN or C). However, because of the diverse educational backgrounds of incoming students, some may need to complete courses for prerequisite material. This is usually completed during the first year. In particular, please note that a course in partial differential equations (or equivalent, such as a course on mathematical methods for physicists) is a prerequisite for one of the core classes, METR 5113. For further information, please consult the courses listings at [http://weather.ou.edu/courses.htm](http://weather.ou.edu/courses.htm) or contact the appropriate course instructor.

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**Master of Science in Meteorology**

**THESIS OPTION:**
- 30 graduate credit hours are required.
- A minimum of 21 credit hours of graduate-level meteorology courses, numbered 5000 or above, subject to the following constraints:
- 12 credit hours are required core courses, which must be passed with a grade of B or better:
  - These two are mandatory:
    - METR 5113, Advanced Atmospheric Dynamics I
    - METR 5413, Advanced Synoptic Meteorology
  - Two courses are required from the following four:
    - METR 5223, Atmospheric Radiation
    - METR 5233, Cloud and Precipitation Physics
    - METR 5503, Climate Dynamics
    - METR 5673, Weather Radar Theory and Practice
- METR 6970, Seminar, one credit hour required (may be repeated for up to 4 credit hours)
- METR 5980, Research for Master’s Thesis, 4 credit hours required (no more than 4 credit hours may be applied towards the degree)
- A maximum of 8 credit hours of METR 5990, Independent Study.

**NON-THESIS OPTION:**
- 32 graduate credit hours are required.
- A minimum of 21 credit hours of graduate-level meteorology courses, numbered 5000 or above, subject to the following constraints:
- 12 credit hours are required core courses, which must be passed with a grade of B or better:
  - These two are mandatory:
    - METR 5113, Advanced Atmospheric Dynamics I
    - METR 5413, Advanced Synoptic Meteorology
  - Two courses are required from the following four:
    - METR 5223, Atmospheric Radiation
    - METR 5233, Cloud and Precipitation Physics
    - METR 5503, Climate Dynamics
    - METR 5673, Weather Radar Theory and Practice
- METR 6970, Seminar, one credit hour required (may be repeated for up to 4 credit hours)
- A maximum of 8 credit hours of METR 5990, Independent Study
- Pass the Comprehensive Exam particular to the Master of Science in Meteorology.

Pursuit of the non-thesis program requires approval of the Graduate Studies Committee. The non-thesis option includes completion of a special scholarly paper acceptable to a faculty advisor and two readers. Both thesis and non-thesis students present a seminar to the School or Meteorology.

**Master of Science in Professional Meteorology**
This degree program is designed to prepare its graduates for employment in private industry or with other organizations whose mission is directed primarily toward customer service or product development. Prospective students must possess an undergraduate degree in meteorology, atmospheric science, or the equivalent, and meet the regular graduate admission standards for the School of Meteorology. The degree requirements consist of 36 graduate credit hours including 15 hours in meteorology coursework, 12 hours in a secondary area of study, and nine hours of advisory committee approved electives. A project approved by the student's advisory committee must also be completed. Specific oral and written requirements must be satisfied. Examples of possible secondary areas of study include computer science, decision science, operations research, statistics, GIS, MIS, electrical engineering, business, economics, hydrology, environmental science, and technical writing. Private companies and other interested organizations will be invited to sponsor students and assist in structuring a student's course of study, which will include a year-long project of value to the sponsor. Additional information about the program can be obtained by contacting the School of Meteorology.
Doctor of Philosophy

Students seeking the degree of Doctor of Philosophy through the School of Meteorology at the University of Oklahoma (hereafter referred to as candidate) must satisfy all general requirements set forth by the Graduate College as well as all particular requirements set forth by the School of Meteorology. The principal requirements of both are listed below.

- Total number of graduate credit hours required: 90 (Up to 44 credit hours may be approved for transfer from a master’s degree).
- Maximum number of credit hours of METR 6980, Research for Doctor’s Dissertation: 30 (METR 6980 hours contribute to the 90 required hours).
- Required coursework: 1 hour of METR 6970, Seminar (may be repeated for up to 4 credit hours).
- Exams:
  1. The School of Meteorology’s General Exam and its subsidiary Qualifying Exam.
  2. Dissertation defense.

Ph.D. QUALIFYING EXAMINATION

Every student who wishes to pursue the Ph.D. degree must pass the Ph.D. Qualifying examination covering topics in the following five categories: dynamics, synoptic and mesoscale meteorology, climatology, physical meteorology, and analytic and computational tools. The exam is usually attempted after several years of enrollment for the Ph.D. degree. In 2004 and 2005 combined, 14 students attempted the exam for their first time, and all unconditionally passed.

In each category, five questions are given. The score of the exam is based on the average of the best eight answers, with no more than two answers counted from any single category. The answer to each question is graded on a scale of 0 to 5. The criteria for passing the Ph.D. qualifying exam are:

- **Unconditional Pass** — An average greater than or equal to 2.5 over all 8 question.
- **Remedial Pass** — An average less than 2.50 but greater than or equal to 2.0 over all 8 questions. The candidate passes the exam upon completing remedial actions that have been approved by a majority vote of the faculty. The remedial actions should insure competence in the breadth of meteorological knowledge, and reveal the intellectual capacity needed for Ph.D. research, at levels comparable to that of an unconditional pass on the qualifying exam. The candidate’s advisory committee proposes the remedial actions to the faculty.
- **Unconditional Fail** — An average less than 2.0 over all 8 questions. The candidate must retake the entire exam. Normally, a candidate will be permitted only two attempts at the entire exam, and will not be permitted to transfer scores from the first to second attempt. If a candidate does not obtain at least a Remedial Pass on the second attempt, the faculty may elect by majority vote to use his/her performance in other aspects of our graduate program to assess the candidate’s intellectual capacity to pursue the Ph.D.

Ph.D. GENERAL EXAMINATION

The General Exam may be attempted after passing the Qualifying Exam, and the student submits a formal application to the Graduate College for permission to attempt the General Examination at this time. In the School of Meteorology, the General Exam consists of the student writing and defending a “Prospectus of Dissertation Research,” as well as answering any other questions about science or meteorology that the committee asks in the oral exam.
The newly constructed Michael F. Price Hall opened in 2005, expanding classroom space and administrative offices for the Price College of Business.
General Information

HISTORY
A curriculum in business subjects was first offered in 1913 through a subordinate school in the College of Arts and Sciences called the School of Commerce and Industry. The first certificates in commerce and industry were granted in 1915. The name was changed to the School of Public and Private Business in 1917. In June 1923, the Board of Regents established a school of business as a separate two-year school of the University and authorized it to confer the degree of Bachelor of Science in Business. The first Bachelor of Science in Business degrees were conferred in 1924. The following year the School of Business was admitted to membership in the Association to Advance Collegiate Schools of Business (AACSB International), the international accrediting agency for bachelor’s and master’s degrees in business. To earn and retain accreditation, these degree programs must undergo a rigorous initial evaluation and be reevaluated periodically. These programs of the college have been fully accredited since 1926. In addition, programs leading to bachelor’s and master’s degrees in accounting have met separate AACSB International accreditation standards specifically for accounting programs.

In 1929, the Board of Regents changed the School of Business to the College of Business Administration.

In 1997, alumnus Michael F. Price announced a contribution of $18 million to the College of Business. The OU Regents officially renamed the College of Business Administration the Michael F. Price College of Business. The Price funds are applied strategically to areas of excellence. This endowment has established endowed faculty positions, a library endowment, scholarships and graduate assistantships, a student support center, and provides support for a number of other initiatives.

MISSION
The mission of the college is “To foster the discovery and transmission of knowledge about the creation, functioning, management, and continuing adaptation of organizations in a changing global business environment.” Our graduates will grasp opportunities to see how separate pieces of a business puzzle are brought together to create a new business or industry. Conceptual thinking and real-world training allows them to solve complex problems within a business or industry.

The college’s Strategy for Excellence integrated with that of the University helps the college attain its goals of enhanced excellence and contributions to the economy of the state, nation and the world.

OBJECTIVES
To further its mission, the college provides degree programs at the baccalaureate, master’s and doctoral levels, with the objective of providing career opportunities in a wide variety of professional and entrepreneurial roles. While most graduates will find employment in the private sector, a Michael F. Price College of Business education will provide a general understanding of, and appreciation for, managerial processes that apply in public sector and not-for-profit institutions as well.

In addition to technical competence in areas of specialty, the college expects graduates to attain a level of understanding of, and appreciation for, the liberal arts and the social sciences. The aim is to provide an educational base upon which the graduate can build not only technical but also social capability through a lifetime of continuing growth and development. The emphasis is as much on the formation of attitudes and understanding of complex issues as on the attainment of knowledge and skills.

Since formal education may tend to become abstracted from the realities of practice, the college seeks to maintain close ties with the professional communities it serves. Internship opportunities for students, participation by practicing professional managers in the classroom, consulting and research by faculty, boards of advisers to the college, conferences and the like involving people from outside the University provide opportunities for continuing interaction with the world of organizations.
While maintaining a practical, relevant perspective, the faculty seeks to advance the frontiers of knowledge through research, both applied and theoretical. This research is fundamental to the overall excellence of the teaching function. Students at all levels may expect to be exposed not only to well-established knowledge, but also to ideas and issues that are at the forefront of research and experimentation.

As a complement to degree programs, the college includes continuing education and managerial development programs for practicing professionals.

Throughout the wide variety of educational programs and in its research and public service objectives, the college strives to maintain standards of excellence consistent with the University’s role as one of the leading institutions of higher education in the nation.

Programs for Academic Excellence

SCHOOL OF ACCOUNTING

The School of Accounting is among a limited number of schools nationwide and the first one in Oklahoma to qualify for accounting accreditation from the Association to Advance Collegiate Schools of Business. The evaluation focused on student quality, faculty professional experience and research productivity, academic curriculum and program-support facilities.

The faculty of the school possess impressive credentials. Their academic backgrounds come from leading universities in the country. The faculty members have established strong records of research and professional publication. Some are consultants to major corporations, authors of textbooks and leaders in professional accounting associations.

The School of Accounting curriculum includes courses in financial accounting, cost accounting, taxation, auditing, and accounting information systems. Graduates are recruited by national and regional firms for challenging and rewarding careers in public accounting and business firms; others secure accounting positions in government.

DIVISION OF FINANCE

The Division of Finance offers required and elective courses that enable students to specialize in corporate finance, investments, financial planning and banking.

The finance faculty features individuals trained at some of the nation’s premier business schools. Three professors hold endowed chairs, while two hold endowed professorships. The finance faculty has won numerous Price College and University teaching awards. A recent survey rated the faculty as one of the most productive finance research groups among public universities.

The division offers a strong listing of courses, including the Student Investment Fund where the class manages an all equity portfolio valued at roughly $250,000. A separate but related experience known as the Fixed Income Fund class is also offered each semester. A very strong banking intern program is offered by the division wherein students receive credit for working in Oklahoma banks during the summer. The student chapter of the Financial Management Association has repeatedly won national awards as an outstanding club.

DIVISION OF MANAGEMENT

The Division of Management offers career path opportunities for students in the areas of human resource management, entrepreneurship, international business, production/operations management or a more general series of courses encompassing all of these. The division also offers specialization in energy management.

The outstanding faculty are active in research and have published nationally in leading academic and practitioner-oriented journals. In addition, many of them have had practical work experience in their fields and bring to the classroom an application-oriented approach. A large number of national, university, college and student-sponsored teaching awards have been presented to members of the Management Division faculty to recognize instructional excellence.

The division sponsors student organizations designed to complement the various areas of study. These organizations offer opportunities for students to meet and learn from practicing professionals, develop a network of contacts, gain insight into career opportunities and interact with their peers in a meaningful and helpful environment.

DIVISION OF MANAGEMENT

INFORMATION SYSTEMS

The Management Information Systems Division provides MIS majors and minors with knowledge of information management and technology, along with experiences and tools for the effective design and use of computer-based information systems in global organizations. The goal is to provide students with a long-term comparative advantage as information system professionals by immersion in a balanced set of theory and applied areas. The MIS undergraduate program produces graduates who understand and can apply MIS concepts, tools, and methods in such areas as data structures, system architecture, telecommunications, web-architectures, programming, and systems analysis and design. MIS graduates understand the strategic role of information systems and how they can add value to functional areas and to the total organization. All students carry out an actual system design project in an organization using state-of-the-art design tools.

The faculty of the MIS Division excels at both teaching and research. Three faculty members hold endowed chairs or professorships recognizing their international contributions to and reputations in the MIS field. Faculty members in the division have received a number of teaching awards and take pride in their extensive contact with students and the continuous innovation in their courses. Members of the faculty also bring many years of experience as IS professionals. Faculty members hold doctoral degrees from such leading institutions in information systems and technology as Carnegie-Mellon and the University of Arizona, Indiana and Georgia.

The MIS Student Association (MISSA) is one of the most active in the college. Through MISSA, students receive the opportunity to meet and talk with leading IS professionals. Many students spend one or more summers in well-paid internship positions. Numerous companies recruit MIS graduates from the University each year. The Center for MIS Studies (CMISS) strings together MIS faculty, business and governmental organizations on a regular basis for the exchange and sharing of key IS issues that are of mutual interest.

DIVISION OF MARKETING AND

SUPPLY CHAIN MANAGEMENT

The Division of Marketing and Supply Chain Management offers courses that prepare students for decision-making involving the identification of consumer and business needs. Classes provide comprehensive coverage of topics including product/service design, development, and commercialization; pricing of products and services; and promotion (through advertising sales promotion, and personal selling). Primary emphasis is placed on distribution of products/services including channel structure and physical delivery/logistics.

The division faculty have a national reputation for expertise in distribution-related issues and strategy. All have academic credentials from leading U.S. schools, and many have significant business experience. The division faculty have a strong record of publication and research and use this knowledge in the classroom and as consultants to corporations.

Members have been elected to prominent leadership positions in professional associations.

Students will find a wide range of opportunities to interact with successful business executives, both formally in the classroom, and informally, through professional student organizations.

BUSINESS COMMUNICATION CENTER

The Business Communication Center prepares students for the technology-delivered world. With one-on-one instruction from the center’s friendly staff, Price College students learn valuable hands-on skills such as multimedia presentations, Web page design, video conferencing, public speaking, and digital imaging.
CENTER FOR ENTREPRENEURSHIP

The Princeton Review identified entrepreneurship and finance as “star attractions” of Price College within two years of the Center for Entrepreneurship’s inception. This bright spark speaks to the opportunities available to major or minor in Entrepreneurship and Venture Management for business or engineering students at the University of Oklahoma. The goals of the Center for Entrepreneurship are:

- Create entrepreneurial-thinking students.
- Connect faculty, researchers and students to the entrepreneurial world through research, teaching and working labs.
- Provide OU alumni knowledge and resources for Oklahoma’s business and entrepreneurial community to assist their growth.
- Start and grow businesses in the state of Oklahoma.
- Commercialize University of Oklahoma intellectual property.

The Center is located in Suite 1036, Price Hall (405) 325-3611. For additional information: http://price.ou.edu/entrepreneurs/index.asp.

FIXED INCOME FUND

The Fixed Income Fund experience exposes senior-level undergraduate students and MBA students to the intricacies associated with the management of portfolios that contain only bond-like financial instruments. The class is divided into teams of students. Students must make real-time decisions using the latest information on financial markets to select fixed income securities to include in the portfolio. The class is sponsored by BOK Financial Corporation, the parent company of the Bank of Oklahoma.

HONORS PROGRAM

The Honors College offers special classes and sections of regular classes for academically superior students. Students in the Honors Program may graduate cum Laude, Magna cum Laude, or Summa cum Laude, depending upon their grade point average. For information on either of these programs, contact the director of the Honors College, or call (405) 325-5291.

INTEGRATED BUSINESS CORE

Undergraduate students have the opportunity to enroll in a one-semester (12 hours) project-based program called the Integrated Business Core (IBC), which provides both real-world experience and an integrated introduction to concepts in at least three business disciplines. IBC students gain experience by creating and managing an actual start-up company funded by a loan up to $5,000 and a hands-on community service project on behalf of a non-profit campus or community organization. Students have donated more than $650,000 dollars to charity and the program has received local, regional and national acclaim.

Students who are participants in IBC:

- are responsible for mastering the concepts and terminology of each of the content courses: Marketing, Management and Legal Studies;
- work as “employees” of an assigned 20-member company which becomes the Entrepreneurship/Community Service Practicum. Here the students have the opportunity to apply the concepts from each of the core business disciplines while at the same time devoting time to their selected community service project;
- Students spend the first seven weeks developing a business plan;
- the plan is submitted to a loan committee which grants, denies or defers the loan application;
- Upon receipt of the loan students have six weeks to implement their business plan.

JCPENNEY LEADERSHIP CENTER

The Leadership Program of Price College is directed at those students who will become a significant force in the economic, political, social and moral development of our state and nation.

These students have leadership potential because they are academic achievers and have those personal characteristics that thrust them into various activities in which they assume leadership roles.

The college views these student leaders as a valuable resource whose potential should be developed fully for the benefit of themselves and society. These students will help the college fulfill its mission of transmitting knowledge about the continuing adaptation of organizations in a changing global business environment.

The primary objective of the program is to provide these students with opportunities for intellectual and scholastic enrichment, stimulating contact with business and the economic leaders in the nation, and the mutual challenge and benefits of association with a peer group of equally talented students. These opportunities will lead to an enhancement of the students’ experiences at the University that will shape the course of their lives.

The three main components of the program include corporate views, fellowships and the Distinguished Visitor Series.

Corporate Views

Participants in this special program accompany executives in their normal work environment and experience firsthand the administrative responsibilities and management styles of successful business leaders. This daylong program significantly expands Associates’ classroom educational experience by enhancing their awareness of proven leadership skills and broadening their understanding of actual corporate operations.

Fellowships

The JCPenney Fellowship Program is one of the Center’s most exciting and productive avenues and adds greater value to the undergraduate educational experience of Leadership Associates. Each recipient receives a stipend to serve as either a research or training fellow to a Price College faculty mentor for one semester. Eligibility is limited to junior and senior associates. Applications and detailed information is available in the JCPenney Leadership Center.

Distinguished Visitor Series

The JCPenney Leadership Center hosts approximately four nationally respected leaders each academic year who have an Oklahoma connection — either through birth, residence, higher education, or business interest. The purpose of the Distinguished Visitors Series is to provide Leadership Program Associates with the opportunity to learn and grow from the accumulated experience and wisdom of this premier group of opinion leaders.

The purpose of inviting these leaders is to provide the members of the Leadership Program with the opportunity to be instructed by individuals with extensive accumulated experience and knowledge and to meet with them socially. The interchange with these leaders allows the students to observe leadership characteristics through small group contact, which provides a rare, enriching experience.

Application forms can be obtained from the Leadership Center located in Adams Hall, Suite 106.

STUDENT SUPPORT CENTER

The Student Support Center serves graduate students in the Michael F. Price College of Business. The value of the learning experience is expanded for graduate students by providing personal mentoring and career development resources.

Core resources provided to graduate students include:

- mentoring;
- executive visitation;
- career preparation; and
- internships — domestic and international.

Special Facilities and Programs

AMOCO BUSINESS INFORMATION RESOURCE CENTER

Discovery and transmission of knowledge requires information, whether that information is contained in the income statements and financial records of a large U.S. corporation, in profiles of corporate returns on investments, in business trends among the states and regions of the country, or in international trade and investment patterns. Distributive technology — the desktop computers, the interlinked local area networks, the CD-ROM readers — is altering the costs and availability of information acquisition and dissemination, enhancing the potential for greater effectiveness and efficiency in dealing with information.
Price College has developed various “pockets” of expertise in the acquisition of information for instruction and research. The School of Accounting subscribes to the FASB Financial Accounting Research Service, the Center for Financial Studies and the College cooperate in the purchase of CRSP files that contain monthly and daily returns on NUSE, AMEX, and NASDAQ corporations; and the Center for Economic and Management Research subscribes to quarterly updates to the Citibase data system.

While we must rely on various “pockets” to acquire this information, we are limiting our potential for effective utilization of information in our present “distributive” organizational setting. By establishing one central place for the location and dissemination of these information sets, we can greatly enhance our effective use of information.

The AMOCO Business Resources Information Center (BRIC) supports the academic and research goals of Price College by serving as a centralized data repository and technical assistance resource for faculty and students. Individual and group instruction is provided to students and faculty in the use of database software applications and offers technical assistance and support in their use.

Data holdings include industry standard financial, economic and demographic databases obtained from state, federal, and commercial information services. The AMOCO BRIC also maintains a computer lab designed for instruction as well as routine use by students and faculty.

**CENTER FOR FINANCIAL STUDIES**

Price College, through its Division of Finance, has established the Center for Financial Studies. The mission of the Center is to support scholarly research and sponsor educational programs that will improve and share knowledge among finance students, executives and academicians.

The rapid changes occurring in the financial world make it imperative for those involved to be knowledgeable of the innovations, problems and opportunities prevailing in all sectors of the financial markets. The Center for Financial Studies will assume an important leadership role in this endeavor by directing its programs toward mid- and top-level finance executives and toward academicians with research and teaching interests in finance.

**CENTER FOR MIS STUDIES**

The Center for MIS Studies, an interdisciplinary center located in Price College, is a partnership between the University and business firms designed to share ideas on MIS topics of direct relevance and major concern to the business partners. Effective industry MIS programs require that businesses understand and utilize rapidly changing technologies and complex organizational policies, strategies and structures. Rapid changes of the Internet era, combined with the move toward outsourcing, makes keeping up exceptionally difficult for IS professionals. Costs of research, development, and training in this complex and dynamic field are high, and results are often disappointing.

The fundamental idea of the Center for MIS Studies is resource sharing — to share the knowledge, skills, and efforts of the University and the member firms in a framework that encourages innovation, quality and productivity. More information is available at www.cmiss.net. For questions, comments, or additional information, contact:

Center for Management Information System Studies
University of Oklahoma, Price College
307 West Brooks
Norman, OK 73019
Phone: (405) 325-0768
FAX: (405) 325-7482

**OKLAHOMA INSTITUTE FOR ENTERPRISE AND FAMILY BUSINESS**

The Oklahoma Institute for Enterprise and Family Business brings together the spirit of enterprise with the understanding that most entrepreneurial companies are family businesses and, as a consequence, have both needs related to business and related to the family. The youth of Oklahoma’s economy is reflected in its large number of small, entrepreneurial businesses. The key position of these entrepreneurial businesses in Oklahoma’s economic future, coupled with rapid economic change and the issues which uniquely arise when families are in business together were the primary driving forces in the Institute’s formation. The Institute’s activities include courses for undergraduate and graduate students, research into issues affecting entrepreneurial development and family business, and a number of programs for prospective entrepreneurs, family members in business, and owners and managers in start-up ventures as well as small and medium-sized businesses.

**Honor Societies and Professional Organizations**

**ACCOUNTING CLUB**

Students majoring in accounting are eligible for membership. Organized in September 1931, the group meets bimonthly to participate in a variety of programs concerning career opportunities and accounting developments.

**BETA ALPHA PSI**

Beta Alpha Psi is a national scholastic and professional accounting fraternity. The primary objective of the fraternity is to encourage and give recognition to scholastic and professional excellence in the field of accounting. This includes promoting the study and practice of accounting; providing opportunities for self-development and association among members and practicing accountants, and encouraging a sense of ethical, social, and public responsibility.

Membership includes those persons of good moral character who have achieved scholastic and/or professional excellence in the field of accounting, who have been initiated according to the ritual and who remain in good standing.

**BETA GAMMA SIGMA**

Men and women, both graduates and undergraduates, are eligible for membership on the basis of scholarship. Election is restricted to juniors in the upper 7 percent, seniors in the upper 10 percent, master’s degree candidates in the upper 20 percent of their classes and those attaining a doctoral degree.

**DELTA SIGMA PI**

Delta Sigma Pi is a professional fraternity for the mutual association of students with an interest in business. The Beta Epsilon chapter was founded December 4, 1921.

**STUDENT CHAPTER OF THE FINANCIAL MANAGEMENT ASSOCIATION**

The Financial Management Association is an international organization of financial professionals who try to bridge the gap between theory and practice. OU has a student chapter that has repeatedly received the designation “superior” chapter. The superior chapter award is restricted to the top 5 percent of finance clubs in the nation. The student chapter holds activities to acquaint finance students with the profession including career nights where practicing professionals from different fields of finance describe career tracks in their area of expertise.

**GRADUATE BUSINESS ASSOCIATION**

Membership in the Graduate Business Association of Price College includes all students in the Master of Business Administration, Master of Accountancy, M.S. in MIS, and Ph.D. programs. The Graduate Business Association (GBA) is active in promoting the University of Oklahoma graduate programs in business administration, and focuses on the needs of students, faculty, and the people of Oklahoma. Influential business leaders speak at meetings on a variety of topics. Past GBA activities include a gubernatorial debate as well as other community-service projects.
MANAGEMENT INFORMATION STUDENTS ASSOCIATION

The Management Information Students Association (MISSA) is an organization of career-minded MIS students who seek to expand their potential. The association provides avenues for all its members to be teachers, as well as students, and to make contacts with other members in the IS field, all in an effort to become more marketable in rapidly changing, technological careers. MISSA offers opportunities for Information Technology (IT) leadership, education and community service through partnerships with industry and academia.

OU ENERGY MANAGEMENT STUDENT ASSOCIATION (EMSA)

The OU Energy Management Student Association (EMSA) is comprised of students majoring in energy management. EMSA educates students and creates a closer relationship among energy management students and the energy industry. Meetings are usually held every third week during the fall and spring semesters, followed by a social. Activities include guest speakers from the industry on relative topics. Energy management students also attend industry-sponsored events such as field trips to drilling rigs and courthouse record checks, in addition to traveling and attending various national energy meetings and expos. For more information, visit room 105K Adams Hall or visit us on the Web at www.ou.edu/business/em.

PHI BETA LAMBDA

An organization open to all business majors emphasizing the development of leadership qualities which are necessary to succeed in a professional environment. Phi Beta Lambda seeks to help its members develop competent, aggressive leadership skills, increased confidence, and more interest in and understanding of American business enterprise.

STUDENT BUSINESS ASSOCIATION (SBA)

Organized in 1974 by students as a service organization, the SBA provides the following services:

- A speakers program — bringing in business professionals from various fields to supplement the students’ classroom education.
- A public relations committee — program designed to increase the college’s contact with the business community.
- Activities designed to bring together all student business organizations.
- A voice of the student body to administration and alumni.

All students who are members of any club or organization in Price College are members of the SBA. To become active members or join SBA singularly, students should apply in Room 106 Adams Hall.

Honors and Awards

The Delta Sigma Pi Key

Each year, Delta Sigma Pi awards the Delta Sigma Pi Scholarship Key to the graduating senior with the highest academic average for the four years of study in business administration.

The Oklahoma Society of Certified Public Accountants Award

Medals are awarded annually to the three outstanding graduating seniors majoring in accounting. The award is based on academic performance in accounting courses.

John F. Y. Stambaugh Awards

Plaques and cash awards are bestowed annually on the outstanding accounting senior and junior, based on overall academic and extracurricular performance.

The Floyd Lamar Vaughan Memorial Award

The student chapter of the American Marketing Association bestows this annual award for excellence in marketing studies to an outstanding Price College of Business student.

The Julian J. Rothbaum Award

Given annually to a senior student majoring in energy management.

The Kenneth Baker Horning Memorial Award

An annual award given for excellence in business writing.

The Oklahoma City Sales Marketing Executives Awards

Keys and awards are bestowed annually for excellence in marketing and sales studies.

The Oklahoma Chapter Of The Financial Executive Institute Of America Award

A key is awarded annually to an outstanding student majoring in accounting.

The Horace B. Brown Case Study Award

Awarded annually by the Division of Marketing to the undergraduate student (or team) who has made the most significant contribution in classes taught by the case method. The award consists of a certificate and cash award.

The Entrepreneurship Institute Awards

Separate awards are made to graduate and undergraduate students for the best plan involving entrepreneurial activities. The award includes a certificate and cash award.

Library

The Bizzell Memorial Library provides excellent facilities for research and instruction in business and economics. Students, teachers, researchers and the University community at large can research and gain access to materials in a variety of media and in numerous ways. State-of-the-art computer searches through national databases are possible through the University’s participation in national library associations. The University is a member of the Research Libraries Group which provides on-line access to the premier libraries in the United States through the Research Libraries Information Network (RLIN). The University is also connected to another, much broader database through the Online Computer Library Center, Inc. (OCLC). In addition, the University has an extensive collection of books, periodicals, microform material, newspapers, trade journals and corporation annual reports. Subscriptions are maintained to various investment, insurance, tax, labor relations and other services which keep patrons in touch with current developments. The University is a designated repository for federal documents which are kept on the fourth floor of the library.

The Bass Collection in Business History

Although ours is a business civilization, relatively little has been done to assemble library materials in the area of business and management history in most American universities. One exception is the University of Oklahoma, which has a distinguished collection in this field, capable of serving not only undergraduate and graduate students, but research scholars throughout the nation.

Through the generosity of the late Harry W. Bass of Dallas, Texas, and the continuing support of the Bass Foundation, a comprehensive collection of books and periodicals in the areas of business and management history are available at the University of Oklahoma. Mr. Bass was a former student in the College of Business.

This distinguished collection of rare and current research materials is housed in a special suite of rooms on the fifth floor of the Bizzell Memorial Library. Dr. Daniel A. Wren is curator of the Bass Collection.

The Ronald B. Shuman Research Fellowship in Business History is designated for graduate and some undergraduate students to work under the direction of the curator of the Bass Collection. This fellowship is in the amount of $1,000 to be divided between two semesters.

Center for Economic and Management Research

The Center for Economic and Management Research conducts research in business and economics as well as in such diverse areas as energy, delivery of health services, quality of life in Oklahoma and human resources utilization and development. It also provides research support and data to the business community and to federal, state, and local agencies for use in
planning, as well as providing a vehicle for directly relating classroom offerings and the research thrust of Price College to the problems faced by business and government.

CEMR also houses the Survey Research Center, which provides the capability for obtaining current information on the economy of the state and on the attitudes of Oklahomans toward various issues in Oklahoma. These data are presented in special reports for use by planners and decision makers in both business and government.

The Center maintains an extensive database and makes this information available to the public through its publications program that includes press releases, reports, a quarterly economic journal (the Oklahoma Business Bulletin) and the annual Statistical Abstract of Oklahoma. Current and historical economic and demographic information are also available via the Oklahoma Resources Integrated General Information Networks Systems (ORIGINS), an Internet accessible data access and retrieval system containing databases of economic time series.

**Adams Hall**

Adams Hall is currently the primary office and classroom building for Price College. It contains numerous classrooms, many of which are designed with tiered seating to increase eye contact and facilitate discussion. These case study rooms contribute to and stimulate the learning process.

Instruction and research are facilitated by the computer tools made available in our computer technology enhanced classrooms. Adams Hall currently supports multiple microcomputer labs.

**Price Hall**

Michael F. Price Hall, a $19 million, 55,000-square-foot addition to the east side of Adams Hall added nine new classrooms, a business communications center with a behavioral lab, four study rooms, three conference rooms, three Student Services offices, two large commons areas and a courtyard with outdoor seating.

**Scholarships, Fellowships and Loans**

The University of Oklahoma has many general financial aid programs, including the following: Perkins Loans, Supplemental Educational Opportunity Grants, PELL, Work-Study, Stafford Student Loans, institutional short-term loans and Lew Wentz Foundation Loans. Students interested in applying for any of these programs should contact the Office of Financial Aid Services, 1000 Asp Avenue, room 216, Norman, OK 73019-4078.

In addition, Price College offers a wide variety of scholarships, fellowships, grants, loans, and research and teaching assistantships. Most financial assistance awards for doctoral students are made on April 1. For a complete listing refer to A Guide to Scholarships and Financial Aid at the Academic Advising Services Office, or contact the Graduate Programs Office, Michael F. Price College of Business. Examples are:

**ACCOUNTING**

BKD, Citgo, Cole & Reed, Conocophillips, Deloitte, Ernst & Young LLP, ExxonMobil, Grant Thornton, Halliburton, Kerr McGee, KPMG, Norman Chapter of CPAs, OG&E, Oklahoma Society of CPAs, Price-Waterhouse-Coopers, Tax Executives Institute, Tulsa Chapter of CPAs, Union Pacific, and individuals provide funds for one or more scholarships each year, most ranging from $400 to $2,500, to graduate and undergraduate students majoring in accounting. Selection is based on scholarship and the recommendation of the scholarship committee of the School of Accounting.

**ENERGY MANAGEMENT**

The majority of scholarships come from companies and professional organizations within the energy industry, in addition to individuals and private foundations. For a detailed listing of all of the scholarships, requirements, and the most recent amounts awarded, visit the Scholarships section of our website at [www.ou.edu/business/em](http://www.ou.edu/business/em).

**FINANCE**

- The Oklahoma Bankers Association provides a $1,000 scholarship annually to an outstanding student whose major academic interest lies in the field of Banking and Finance.
- The Elmer R. Burns Jr. Scholarship is awarded annually to a full-time student majoring in finance with a field of concentration in banking to a junior with a 3.00 GPA for use in the senior year. The recipient must be a resident of the state of Oklahoma and in need of financial assistance as determined by the Office of Financial Aid Services.
- The Farmers Insurance Group Scholarship provides two or three annual awards to full-time students majoring in finance with an interest in insurance. Recipients must be either a sophomore, junior, or senior with a C+ grade point average.
- The Oklahoma Bankers Foundation provides an annual award of $1,000 to a junior or senior majoring in finance.
- The William A. Schaper Memorial Fund provides scholarships annually to students majoring in finance. The scholarships are offered in memory of Dr. William A. Schaper, a former chairperson of the Division of Finance.
- The Z. M. Lang Scholarship is available annually to a student interested in insurance.

Additional information may be obtained from the Division of Finance.

**MANAGEMENT**

The late Dr. Ronald B. Shuman, George Lynn Cross Research Professor Emeritus, established a graduate fellowship of approximately $1,000 to be granted to a doctoral student in Price College, preferably one who will write a dissertation in the field of management. Other areas, however, will be considered and the fellowship may be granted to a doctoral student who plans to write his or her dissertation in one of the other functional fields of business.

The friends of Dr. Daniel Wren, David Ross Boyd Professor Emeritus and McCasland Foundation Professor of American Free Enterprise Emeritus, have established the Daniel Wren Student Support Fund, which will be granted to a doctoral student in management. The purpose of this annual honor is to enable graduate students to conduct research on their chosen dissertation topic.

**MANAGEMENT INFORMATION SYSTEMS**

Alumni of the college and generous corporate friends help provide thousands of dollars each year for scholarships. Our professional partners include, among others, major accounting firms, aeronautical/aerospace companies, computer and high technology organizations, manufacturers, petroleum companies, retailers, and telecommunications companies. Scholarships given typically range from $500 to $4,000. Currently, approximately $40,000 in scholarships are awarded annually.

**MARKETING**

The Neva Loving Memorial Scholarship is awarded annually to a junior or senior marketing major with a demonstrated financial need according to the guidelines established by the Office of Financial Aid Services.

**SCHOLARSHIPS ADMINISTERED BY THE DEAN’S OFFICE**

The Michael F. Price College of Business Dean’s office administers a variety of scholarships for undergraduate students. These scholarships have broad requirements, including financial need, scholastic achievement, and leadership ability.

**GRADUATE STUDENT FINANCIAL AID**

Many graduate students are eligible for scholarships listed in A Guide to Scholarships and Financial Aid. Students should check with each division about eligibility.

Various types of financial aid are available through the College and the University. Teaching assistantships and research assistantships, administered through the Office of Graduate Programs, are available to both master’s-level and doctoral students. Teaching assistantships entail primarily sole or shared
responsibility for instruction in specified classes at the undergraduate level. Research assistantships consist primarily of work as assistants to faculty members on research projects and other professional activities.

For information on other financial aid offered at the University, contact the Office of Financial Aid and the Graduate College.

IMPORTANT INFORMATION
Scholarships are subject to change periodically. Each year new scholarships are established and others are discontinued. Information is available at http://price.ou.edu/abp/index.asp?content=abp_scholarship. For further information, contact the director of the division/school concerned or inquire in room 1A Adams Hall. This office also assists students with internships, co-ops and the Integrated Business Core (see Programs for Academic Excellence).

Undergraduate Study

The undergraduate degree in business is designed to offer:
1. Preparation for intellectual, political and cultural citizenship and leadership.
2. A basic familiarity with facts, skills, techniques and attitudes that are relevant to business and management.
3. An opportunity to develop a sense of historical perspective and understanding of the impact of the past upon the present and future.
4. An intellectual discipline, “a way of thinking,” about problems and problem solving or the decision-making process, including the ability to weigh values and form independent judgments.
5. An in-depth exposure to a specific function or discipline.

Admission
To be admitted to the Michael F. Price College of Business, a student must first be admitted to the University of Oklahoma. Inquiries concerning admission to the University should be addressed to the Office of Admissions, University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK, 73019-4076.

Freshmen and transfer students who have not completed 24 semester hours with at least a 2.50 combined retention grade point average are automatically enrolled in University College upon their admission to the University of Oklahoma. University College students may not enroll in upper-division (3000-level or higher) Business Administration courses. All students taking 3000-level or higher business courses must have junior standing and meet the grade point average, course, and permission requirements.

Admission to an undergraduate program within a degree-recommending college at the University of Oklahoma (Norman campus) shall be based upon the requirements of the University of Oklahoma that are in effect at the time of a student’s initial enrollment in any institution (including OU) in the Oklahoma State System of Higher Education.

Students are admitted to Price College once they have earned at least 24 semester hours of college credit with a combined retention grade point average of at least a 2.50. Enrollment in upper-division business courses requires completion of the following:

- Permission to enroll in upper-division business courses as a Degree Candidate;
- 60 credit hours;
- English 1113 and ENGL/EXPO 1213;
- Communication 1113 or 2613;
- Mathematics 2123;
- Accounting 2113 and 2123;
- Economics 1113, 1123 and 2843;
- Management Information Systems 2113;
- Business Communication 2813;
- B A D 1001; and
- A minimum 2.50 combined retention grade point average; 2.50 OU retention grade point average.

Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU-Tulsa or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of admission or re-admission to the University, and to the individual colleges within the University.

Non-Business Majors
Students not admitted to Price College may elect business courses subject to the prerequisites and minimum GPA requirements; however, business students will receive priority. Students from outside the College who seek academic advising on business course selections should inquire in the Price Academic Advising Services, Suite 1010 Price Hall.

Programs of Study
Students must complete the requirements outlined on the following pages for the degree and major chosen.

BACHELOR OF BUSINESS ADMINISTRATION DEGREE
Emphasis in this program has been placed on an educational rather than a training or vocational approach, although in certain areas, provisions for a limited amount of specialization have been made. The curriculum is designed to provide:

(a) an extension and intensification of the cultural foundation begun in the secondary schools,
(b) a comprehensive view of the general principles and procedures practiced in the business world, and
(c) in the junior and senior years, a limited amount of professional education in certain specialized subjects.

With this degree program, a student must choose one of the following majors: accounting, economics, energy management, entrepreneurship and venture management, finance, general management, human resources management, international business, management information systems, marketing, or supply chain management.

DOUBLE MAJORS
Price College offers students the option of double majors. A double major consists of hours in the selected major and completion of specific requirements of the additional major. A double major may add to the required number of hours to complete a single major business degree. Only one degree will be awarded, however both majors will be listed on the student’s transcript. Students who are not majoring in business may not double major in Price College. No single course may be used by a student to satisfy a major requirement in two majors.

MINORS
Minors are offered to both students majoring in business and those majoring in subjects offered in other colleges. No single course may be used by a student to satisfy a major requirement and a minor requirement. Minors are offered to business majors in the following areas:

- Accounting
- Finance
- Management
- Management Information Systems
- Marketing

Minors consist of 12 credit hours of specific coursework in the selected minor. Business Administration core requirements are excluded from the minor requirements. Students majoring in subjects other than business may obtain a minor in the following areas:

- Entrepreneurship Minor for Engineering Majors (18 hours)
- General Business Minor for Nonbusiness majors (18 hours)

The Price Academic Advising Services office offers academic counseling for all students desiring to double major or minor in any area of business. Appointments may be made online at www.ou.edu/biz.
ACCELERATED PROGRAM FOR GRADUATE STUDY IN BUSINESS

This program is designed to provide foundational study in the functional areas of business while a student is pursuing his or her undergraduate degree. The designated coursework may be applied toward degree requirements in the master’s-level professional degree programs offered through the Price College, as well as be used as electives to complete one’s undergraduate degree. Students in any field of study in their junior or senior years may apply for admission to the accelerated program. Because accelerated program students will be enrolled with graduate students in graduate-level classes (5000 or above), admission to the accelerated program will be highly selective and performance closely monitored.

The professional degree programs of Price College assume no prior training in either business administration or related disciplines. Accelerated Program students must designate one of the professional degree programs in business administration prior to the completion of 12 credit hours of courses in the Accelerated Program. The options include the Master of Business Administration, Juris Doctor/Master of Business Administration, Master of Business Administration/Master of Arts (French, German or Spanish), Master of Business Administration/Master of Science (Mathematics), Master of Business Administration/Master of Library and Information Studies, Master of Business Administration/Master of Science in Construction Administration, and Master of Accountancy.

Students admitted to the Accelerated Program will be provided a plan of study that considers the student’s academic background and the number of elective hours remaining in the student’s undergraduate program. The plan of study must be approved for both the student’s undergraduate degree and the Accelerated Program. Upon receipt of an undergraduate degree, accelerated program students in good standing are admitted to graduate study in a master’s-level professional degree program offered through the College of Business. At least 32 credit hours in the professional degree program must be taken after receipt of a bachelor’s degree.

Undergraduate students who have completed 90 credit hours or more may be admitted to the Accelerated Program. After 75 hours of undergraduate study, students interested in the Accelerated Program should take the Graduate Management Admission Test (GMAT). The GMAT is offered by the Educational Testing Service of Princeton, NJ “on demand” at various sites in Oklahoma and throughout the world. Only students with a cumulative grade point average at the University of Oklahoma of at least 3.00 and who receive a score of 500 or more on the GMAT will be considered for admission to the Accelerated Program. The grade point average must be based on at least 60 credit hours taken at the University of Oklahoma.

Admission is determined by the grade point average, the GMAT scores, and evidence of maturity, motivation and leadership potential as indicated by personal interviews and letters of recommendation. Though the admission decision may be made prior to the completion of 90 undergraduate credit hours, acceptance is contingent upon continued performance at a high level.

Applications must be supported by official transcripts of previous study, an official report of the candidate’s score on the GMAT, and three letters of recommendation. The material must be received by April 1 for consideration for fall admission, by December 1 for spring admission and by April 1 for summer admission.

Choice of Degree Program

(See example in preceding paragraph.)

1. Transfer students are required to meet the degree requirements and regulations of the degree program that is in effect at the time of their first enrollment in the state system provided they complete the work for a degree within a maximum of seven years. If the work for a degree covers a period longer than seven years, students must adopt a degree program within seven years of the current requirements. (Example: The 2003–2006 requirements may be in effect only until the end of the 2010–2013 school year [Spring, 2013].)

2. Resident students shall be governed by the degree requirements and regulations in effect at the time of their initial enrollment at the University of Oklahoma provided they complete the work for a degree within a maximum of seven years. If work for a degree covers a period longer than seven years, students must adopt a degree program within seven years of the current program. (See example in preceding paragraph.)

3. Students may adopt any later degree program which becomes effective while enrolled at the University of Oklahoma if they report this change to the Price Academic Advising Services Office, Suite 1010 Price Hall.

4. Credit in the major which is more than 10 years old may not be applied toward a bachelor’s degree unless it is validated by the major division.

Price Academic Advising Services Office

Students in Price College or business majors in University College may receive information and assistance in Suite 1010 Price Hall. Full-time academic counselors maintain records on all undergraduate business majors and provide them with information concerning admission, degree audits, degree requirements, contract and stop-out.

Academic Advisement

Career and academic advisement about specific course information is available from the faculty in the major divisions.

THE RESPONSIBILITY FOR MEETING ALL GRADUATION REQUIREMENTS LIES WITH THE STUDENT.

Credit Hour Load

To be considered full time, an undergraduate student must be enrolled in at least 12 hours in a fall or spring semester and six hours in a summer session. The recommended maximum credit hour enrollment for a regular semester according to the student’s cumulative grade point average is as follows:

- Less than 2.50 — 16 hours maximum;
- 2.50–3.00 — 17 hours maximum;
- 3.00–3.50 — 18 hours maximum;
- 3.50–4.00 — 19 hours maximum.

Enrollments of 20 hours or more in a fall or spring semester and 10 hours or more in a summer session, must be approved by the Director in the Price Academic Advising Services Office, Suite 1010 Price Hall. Students requesting overload enrollments must have earned a 3.50 GPA in both OU and combined areas.

Course Levels

Undergraduate students are not eligible to enroll in business courses numbered 5000 and above. The only exceptions to the above are graduating seniors who have petitioned the Graduate College to receive graduate credit for the course and whose petitions have been approved.

Graduate-level business courses may not count toward the undergraduate degree, however a student may petition to count non-business courses.

Scholastic Regulations

ATTENDANCE

When absences seriously affect a student’s classwork, the instructor will report this fact to the Office of Admissions and Records. The information will also be forwarded to the Price Academic Advising Services Office.

COMPUTATION OF GRADE POINT AVERAGES

The resident grade point average includes all courses taken at the University of Oklahoma (including correspondence and extension work) that apply toward a degree in Price College. Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU courses taught in Tulsa or Continuing Education — is considered credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of retention.
The transfer grade point average includes all courses transferred from other institutions that are accepted by the University of Oklahoma.

The combined retention grade point average is computed with both transfer and OU credits. Both the resident and overall GPAs consist of three areas: the major, upper-division business, and overall degree. Minimum retention grade point averages of 2.50 are required in all of these areas to be eligible to graduate.

**CONTRACT AND ENROLLMENT STOPS**

A minimum grade point average of 2.50 OU retention and combined retention is required for good standing in the Michael F. Price College of Business.

A student who has an enrollment stop for poor scholarship is not eligible to be considered for re-enrollment until after at least one semester has elapsed following the stop. At this time, a student who is stopped from Price College is eligible to apply for readmission. An appeal for readmission, however, does not guarantee automatic readmission. Each request is considered on its individual merit. These students will have one semester to either rectify all deficiencies or meet the conditions for continued enrollment. Those failing to do so will be stopped again from the College for a period of three calendar years after which they may apply for readmission to the College.

All applications for readmission must present clearly documented evidence indicating a high probability the student will successfully complete the B.B.A. degree program. The application will be considered based upon standards of the Petition Committee of the College or such other committee as the dean might designate. If readmission is granted, it will be subject to such terms and conditions as the committee may prescribe.

Some students who are stopped out from Price College may still be eligible for continued enrollment under the University retention policy. These students may continue without interruption only if they are accepted by a college other than the Michael F. Price College of Business.

**General Degree Information**

**RESIDENCY REQUIREMENT**

Candidates for the BBA degree must complete their last 30 hours as resident students at the University of Oklahoma. However, if a candidate has completed the last 51 hours as a resident student at the University of Oklahoma, nine of the last 60 hours may be taken at another university or by correspondence from OU. Students must take a minimum of 24 hours of upper-division business courses in residence for the Bachelor of Business Administration degree. Students must earn 60 hours from a four-year institution.

**TRANSFER CREDIT**

1. A maximum of 62 hours will transfer for credit from a two-year college.
2. Credit from a two-year college will be accepted to meet lower-division requirements and free electives only.
3. A maximum of six hours of transfer work will apply toward the major.

**REPEATED COURSES**

Students may not repeat a course in which they earned a grade of A or B, unless the course is one in which there is a change of subject matter (e.g., OSLEP, Independent Study).

If a student repeats a course at the University of Oklahoma for any purpose, the grade received the last time the course was taken becomes the grade for that course. All previous attempts are included in computing grade point averages, but credit for the course is counted only once toward the hours required for the degree. The exception is if it falls in the University repeat policy which affects the retention and graduation grade point averages.

**PASS/NO PASS OPTION**

A maximum of 12 semester hours, not to exceed one course per semester, may be taken on a pass/no pass basis. This option may be applied to only social science electives and non-business free electives.

**SECOND BACHELOR’S DEGREE**

A student may earn only one Bachelor of Business Administration degree. If a student has graduated and is returning for a second degree:

1. The first degree may not be in business.
2. At least two semesters must be taken in residence at OU.
3. At least 30 additional hours must be completed in the college of the second degree. The 30 hours must be in addition to the total number of hours completed by the student for the first degree.
4. At least 24 hours of the 30 must be 3000-4000 level business courses.

If a student is pursuing concurrent degrees in two colleges:

1. Both degrees must be completed and certified in the same semester.
2. A graduation application must be filed for each degree. Two diplomas will be awarded.
3. At least two semesters must be taken in residence at OU.
4. At least 30 additional hours must be completed beyond the degree that requires the least number of hours.
5. At least 24 hours of the 30 must be 3000-4000 level business courses.

**Correspondence Courses**

**LIMITATIONS ON ACCEPTED COURSES**

1. A combined maximum of 60 hours credit by correspondence courses, extension courses, and advanced standing examinations may be applied to the Bachelor of Business Administration degree with the following constraints:
   a. A combined maximum of 32 hours of correspondence and extension work.
   b. A maximum of 30 hours of lower-division credit by advanced standing examinations.
   c. A maximum of 30 hours of upper-division credit by advanced standing examinations. (Also see “Credit by Examination,” below.)
2. Credit is given for all correspondence work except for courses presented for the major. Correspondence study may be taken in the major to be used only in the computation of the major grade point average.
3. A maximum of six hours from the 15 hours of upper-division business core courses may be taken by correspondence.
4. Correspondence work transferred to the College is subject to the same restrictions for all transfer work. Upper-division business courses completed through correspondence and transferred to the College are subject to departmental approval.

**ENROLLMENT REGULATIONS**

1. Students may enroll in correspondence courses by obtaining authorization from the Price Academic Advising Services and by contacting the Independent Study Department, 1600 S. Jenkins, Room 101, Norman, OK 73072-6507. Phone: (405) 325-1921.
2. A student may enroll in a maximum of six hours of correspondence at one time.
3. If students are concurrently enrolled in correspondence and in residence credit, the total number of hours for one semester may not exceed the recommended maximum shown under Credit Hour Load based on their overall grade point average.

4. A student must secure written permission from a counselor in the Price Academic Advising Services (1010 Price Hall) on the correspondence application form.

Advanced Standing Examinations

Students who feel they have a sufficient knowledge of the subject matter of a course offered by the University may take an advanced standing examination for undergraduate credit in the course.

A maximum of 60 hours of credit by advanced standing examinations may apply to the Bachelor of Business Administration degree. A maximum of 30 hours of lower-division credit and a maximum of 30 hours of upper-division credit may apply. (Also see paragraph one of Correspondence Courses, above.) Students who have received a grade in any course, other than a W, may not subsequently take the same course by advanced standing.

The Independent Study Department administers advanced standing examinations by individual appointment for courses offered by Price College.

Graduation

APPLICATION

Students must apply for the degree during their last semester. Deadlines are March 1 for spring graduates, July 1 for summer graduates and November 1 for fall graduates. Application forms are available in Suite 1010 Price Hall.

DISTINCTION AND SPECIAL DISTINCTION

Students may graduate with Distinction if they have an overall and OU cumulative grade point average of at least 3.50. Graduation with Special Distinction requires at least a 3.75 overall and OU cumulative grade point average. To be eligible for Distinction or Special Distinction, 51 of the last 60 hours must be taken at the University of Oklahoma. No student who has been subject to disciplinary action will be granted a degree with Distinction or Special Distinction.

University-Wide General Education Requirements

The University-wide general education requirements are being met with the curriculum required as listed in the following sections. For further information on these requirements, refer to the University-wide general education portion of this catalog.

Requirements for the Bachelor of Business Administration Degree

The program requires a minimum of 122 credit hours (123 for International Business); with a minimum overall grade point average of 2.50, a minimum grade point average of 2.50 in OU residence, a minimum overall and OU grade point average of 2.50 in the major, and a minimum overall and OU grade point average of 2.50 in upper-division business courses. Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU Programs in Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of determining completion of degree requirements.

LOWER-DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 65–75 hours are to be met as follows:

1. Communications: 9 hours. English 1113 and English/EXPO 1213;

   Communication 1113 or 2613.

2. Foreign Language: 0-10 hours. Students who have completed two years of high school foreign language or two college-level courses in a single language are exempt from the general education foreign language requirement.

3. Behavioral & Social Sciences: 6 hours. Political Science 1113. Behavioral & Social science electives—3 hours to be chosen from any anthropology (ANTH), political science (PSC), geography (GEOG) (nonphysical—includes economic, human and political geography), psychology (PSY), sociology (SOC). The course chosen for the Behavioral and Social Science electives for Price College does not have to be from the University-Wide General Education course list.

4. Humanities: 12 hours. History 1483 or 1493; one course from each of the following three fields: Understanding Artistic Forms, Western Civilization and Culture, Non-Western Culture.

5. Science and Mathematics: 16 hours. Natural Sciences — seven hours, two courses taken from the biological and/or physical sciences. The two courses must be from different disciplines and at least one course must include a laboratory component. (Exception for Energy Management majors — see Energy Management curriculum.)

   Math 1643 (Substitute: Math 1523).*

   Math 1743 (Substitute: Math 1823).*

   Math 2123 (Substitute: Math 2423).*

6. Basic Business courses: 22 hours. Accounting 2113, 2123; Economics 1113, 1123, 2843; MIS 2113; C 2813; and B AD 1001.

   *See Department of Mathematics in this catalog if both the mathematics requirement and a substitute are taken.

UPPER-DIVISION REQUIREMENTS

A 2.50 grade point average is required in all upper-division business coursework attempted, and in all upper-division business courses taken in residence. Students who have not obtained the minimum 2.50 grade point average in their upper-division coursework, after completion of the required hours in each area, may take additional hours in residence, provided they do so within the regulations of the Michael F. Price College of Business. A maximum of six hours beyond the residency requirement may be taken by correspondence to overcome a grade point deficiency in upper-division coursework. However, these hours may only be used to compute the upper-division grade point average; the hours will not apply toward the degree. One upper-division course in each of the following areas is required: FIN, L S, MGT, and MKT.

The upper-division (3000- and 4000-level courses) business requirements of 39 hours are to be met as follows:

1. Basic Core: 15 hours. Legal Studies 3323; Finance 3303; Management 3013; Marketing 3013; Business Administration 4013 (to be taken the last semester of the senior year).


   Major:
   a. A 2.50 cumulative grade point average is required for all courses attempted in the major, and for all courses taken in residence in the major. (This excludes lower-division and basic core courses taken in the major area.) Students who have not obtained the minimum 2.50 grade point average in their major after completing the maximum hours allowed may take additional hours in residence to overcome the deficiency. The additional hours taken in the major may not be applied toward the degree, but will only be used to compute the major grade point average and the upper division business grade point average. A maximum of six hours of correspondence may be used to overcome a deficiency in the major grade point average. The hours will not apply toward the degree.

   b. A maximum of 18 hours in the major may apply toward the B.B.A. degree (Exceptions: Accounting and Management Information Systems).

   c. Students must choose one of the following majors:

      ACCOUNTING: 18 hours. Accounting 3113, 3123, 3313, 3353, 3603, and 4543 (no credit given for Accounting 3023, or 3033).

      ECONOMICS: 18 hours. Economics 3113, 3133; 12 hours from a specified list of electives.
ENERGY MANAGEMENT: (curriculum listed below).
ENTREPRENEURSHIP AND VENTURE MANAGEMENT: 15 hours.
Entrepreneurship 3113, 3413, 4103 or 4303, 4603; Finance 3513.
FINANCE: 18 hours. Finance 3403, 4103 and 4303; nine hours from a specified list of electives (no credit given for 3123, 3133 or 3513).
GENERAL MANAGEMENT: 18 hours. Management 3513, Supply Chain Management 3523; 12 hours of upper-division management electives.
HUMAN RESOURCES MANAGEMENT: 18 hours. Management 3513, 3363; ECON 3513 or 4753; nine hours from a specified list of electives.
INTERNATIONAL BUSINESS: (curriculum listed below).
MANAGEMENT INFORMATION SYSTEMS: 18-24 hours.
Management Information Systems 3013, 3033, 3353, 3363, 3373, 4663; 0-6 hours of optional courses from a specified list of electives.
MARKETING: 18 hours. Marketing 3053, 4333, 3223, 4123; six hours from a specified list of electives.
SUPPLY CHAIN MANAGEMENT: 15 hours. Supply Chain Management 3223, 3223, 3523, 4233; three hours from a specified list of electives.

Upper-division Business electives:
- Approximately three hours. The hours of upper-division business electives plus the hours of the major must total a minimum of 21.
- Any 3000- or 4000-level business course, other than in the major area, will satisfy this requirement. (See exceptions below.)
- c. Exceptions:
  - (1) Accounting majors may apply three additional hours of accounting. (These additional hours will be used in computing the major grade point average.)
  - (2) International Business majors must complete an additional business major.
  - (3) Energy Management majors — see special curriculum.
  - (4) Management Information Systems majors may apply three additional hours of management information systems coursework. (These additional hours will be used in computing the major grade point average.)
  - (5) Finance majors must complete ECON 3113, ACCT 3113 and ACCT 3123.
  - (6) Supply Chain Management majors must complete ACCT 3313.
  - (7) Entrepreneurship and Venture Management majors must have a second major or minor in business or chose 15 hours from a specified list.

UPPER-DIVISION ELECTIVES
Upper-division electives are required and vary by major. These hours may be taken outside or inside the Michael F. Price College of Business except for courses in the major, in compliance with the maximum in the major restriction. These hours must include one upper-division course from the approved General Education course list, in addition to B AD 4013, if not completed elsewhere in the curriculum.

FREE ELECTIVES
Free electives may be taken in any lower- or upper-division area outside Price College in order to complete the 122 hours necessary for the degree (123 for International Business). Restrictions:
- B AD 2110 Introduction to Business I and/or II, MGT 2013, and MKT 2013 will not count for credit toward the BBA.
- A combined maximum of eight hours of aviation, military science, and physical education activity courses may be allowed as credit toward the degree. A maximum of two hours of physical education activity courses will count for credit.

ENERGY MANAGEMENT
Only the requirements unique to this major will be listed below. All other B.B.A. requirements are identical to those listed on the preceding pages.

1. Lower-division requirements: eight hours of science, Geology 1104 and Meteorology 1014.

2. Upper-division requirements:
   - (1) 19 hours in the major — Energy Management 3001, 3113, Geology 4143, Accounting 3033, Legal Studies 4523, Petroleum Engineering 4033, Legal Studies 4613 or Management 4183; (2) 12 hours of Energy-Related Electives (specified list); (3) nine hours of Finance Electives (specified list).

INTERNATIONAL BUSINESS
Only the requirements unique to this major will be listed below. All other B.B.A. requirements are identical to those listed on the preceding pages.

1. Lower-division requirements: six hours of the same foreign language from a specified list.

2. Upper-division requirements:
   - must complete an additional Price College major in one of the following: Accounting, Economics, Energy Management, Entrepreneurship and Venture Management, Finance, General Management, Human Resources Management, Management Information Systems, Marketing or Supply Chain Management;
   - six hours of the same foreign language from a specified list (business language I & II).

3. International experience requirement: Students must complete an international experience through internship credit, OU study abroad, or other approved method as determined by Price Academic Advising Services.

MARKETING
Only the requirements unique to this major will be listed below. All other B.B.A. requirements are identical to those listed on the preceding pages.

Marketing majors must complete six hours from COMM 1113, COMM 3253, H R 3013, PSY 2213, PSY 3703.

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Joint Bachelor of Business Administration with a Major in Accounting and Master of Accountancy Degree

The Joint Bachelor of Business Administration with a major in Accounting and Master of Accountancy program is an accelerated program designed to enhance the learning experiences of highly qualified, motivated students. The degree provides an efficient program of concentrated study that satisfies the academic and professional education needs of those exceptional students who have well-defined career goals.

Students seeking both a B.B.A. and Master of Accountancy should initially enter the B.B.A. program and select an accounting major. Application to the joint program should be made after completing the equivalent of 75 credit hours that count toward the B.B.A. degree. Admission to the joint program is based on an applicant’s grade point average (GPA), Graduate Management Admissions Test (GMAT) score and other evidence of high academic achievement and potential. Only students with a GPA of 3.0 and receiving a score of 500 or more on the GMAT will be considered for admission to the program. The GPA will be based on at least 30 credit hours taken either at the University of Oklahoma, a university whose business program is accredited by the Association to Advance Collegiate Schools of Business (AACSB International), or a member institution of the American Association of Universities. The GMAT is offered by the Educational Testing Service of Princeton, NJ “on demand” at various sites in Oklahoma and throughout the world. Although the tentative admission decision may be made prior to the completion of 90 undergraduate hours, acceptance and retention are contingent upon continued performance at a high level.

LOWER-DIVISION REQUIREMENTS
The lower-division requirements are those of the Bachelor of Business Administration degree.
UPPER-DIVISION REQUIREMENTS
A 3.00 grade point average is required in all upper-division business coursework attempted, and in all upper-division business courses taken in residence. One upper-division course in each of the following areas is required: FIN, L S, MGT, and MKT. A total of at least 90 credit hours must be completed before entering the professional program.

The upper-division (3000- or 4000-level) pre-professional requirements and electives are to be met as follows:
1. **Basic Core:** 15 hours. Finance 3303; Legal Studies 3323; Management 3013; Marketing 3013 and Business Administration 4013.
2. **Upper-Division Accounting:** 18 hours. A 3.00 grade point average is required in all upper-division accounting courses attempted and in all upper-division accounting courses taken in residence. The courses required are Accounting 3113, 3123, 3313, 3353, 3603, and 4543.
3. **Upper-Division Business Requirements:** Finance 4103, 4303; and, three hours of a 3000- or 4000-level course in Business Administration, Business Communications, Economics, Energy Management, Entrepreneurship, Finance, Legal Studies, Management, Management Information Systems, Marketing, or Supply Chain Management.
4. **Upper-Division Electives:** 3 hours. These hours may be taken in any area outside or inside the Michael F. Price College of Business except for courses in Accounting, in compliance with the maximum in the major restriction.

PROFESSIONAL REQUIREMENTS
A 3.00 grade point average is required in all courses reserved exclusively for graduate students (5000- and 6000-level courses) attempted and in all such courses taken in residence.

The upper-division (4000-level) and graduate (5000- and 6000-level) course requirements and electives of approximately 60 hours are to be met as follows:
1. **Required:** 14 hours: Accounting 5113, 6553; Economics 5033; Legal Studies 5523; Supply Chain Management 5522.
2. **Graduate Accounting Electives:** ACCT 5113, ACCT 6553; 12 hours: Any 5000- or 6000-level Accounting course, except ACCT 5013 and 5313. Accounting electives may be selected from any area of accounting so long as the requirements of the M.Acc. program are satisfied.
3. **Graduate Business Electives:** ECON 5033, L S 5523, SCM 5522; seven hours of 5000- or 6000-level courses in Accounting (maximum of three hours), Business Administration, Economics, Entrepreneurship, Finance, Legal Studies, Management, Management Information Systems, Marketing, or Supply Chain Management.

FREE ELECTIVES
Free electives may be taken in any lower- or upper-division area outside Price College in order to complete the 150 hours necessary for the degree. Any waivers, substitutions, or elective courses from outside Price College must be approved by the Master of Accountancy program adviser. B AD 2110 Introduction to Business I and/or II will not count for credit toward the BBA/MAC.

CREDIT HOUR REQUIREMENTS
The student must maintain a 3.00 grade point average while completing a minimum of 30 hours of graduate-credit courses beyond the common body of knowledge, at least 20 of which are courses (other than readings courses) that are open only to graduate students (numbered 5000 and above). At least 30 hours of accounting beyond elementary financial and managerial accounting are required. The actual number of hours needed to satisfy all of the program requirements will depend upon each student’s background prior to admission.

COMPREHENSIVE EXAMINATION
Successful completion of a comprehensive examination is required of all candidates for the Joint Bachelor of Business Administration and Master of Accountancy degree. The examining committee may conduct an oral examination to clarify and to discuss a student’s responses on the written examination.

Graduate Study

Degrees Offered
- **Master of Business Administration**
- **Juris Doctor/Master of Business Administration**
- **Joint Bachelor of Business Administration with a Major in Accounting and Master of Accountancy**
- **Master of Accountancy**
- **Master of Science in Management Information Systems**
- **Doctor of Philosophy**

The College of Arts and Sciences offers programs leading to the Master of Arts in economics and Doctor of Philosophy in economics.

General Information

Admission to each of the graduate programs is available to students with demonstrated aptitude for, and interest in, graduate business education. Previous study in business is not required. Admission decisions are based on a number of factors, including: undergraduate/graduate grade point average, GMAT score, TOEFL (and TSE, if necessary) score, employment history, letters of recommendation and the applicant’s personal statement.

Applicants to the MBA and MAcc programs should note that a GMAT score of 580 and an undergraduate grade point average of 3.40 is representative of students currently in these programs. International applicants for whom English is not the primary language, must have an official TOEFL score of 550 or higher and a verbal subscore from the GMAT at or above the 50th percentile.

Applicants to the Ph.D. program should note that a GMAT score of 650 and a graduate grade point average of 3.85 is representative of students currently in the program. International applicants, for whom English is not the primary language, must have an official TOEFL score of 550 or higher, a verbal subscore from the GMAT at or above the 50th percentile, and must submit official scores from the Test of Spoken English.

Applicants seeking admission to graduate programs should observe the following application deadlines:
- **Fall Semester**—February 1 (PhD); April 1 (MS in MIS); July 1 (MBA and MAcc)
- **Spring Semester**—November 1
- **Summer Session**—April 1

International applicants should use the following deadlines:
- **Fall Semester**—April 1
- **Spring Semester**—September 1
- **Summer Session**—February 1

Students may only enter the daytime track of the MBA program in the fall semester.

ADMISSION
Admission recommendations are made on a rolling basis once all application materials are received. It is the student’s responsibility to ensure application materials are received on a timely basis.

The following materials should be submitted to the Office of Admission, The University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076. Questions may be directed to this address or by telephone (405) 325-2252.
The core and required courses are offered annually in the evening to accommodate students with career or other obligations that conflict with the day-time enrollment. The evening track has a curriculum of 42–54 hours. Advisers will provide a program of study for meeting the core and required semester. This track requires 54 semester hours to complete.

Admissions to the day track are made only for matriculation in the fall plus an integrated course and the capstone strategic management course. The course schedule, arranged with afternoon and evening classes, is conducive to those pursuing the part-time option. All required courses for the evening track are offered in Oklahoma City.

**PART-TIME ENROLLMENT**

The evening track permits part-time enrollment. The part-time student is allowed five years from the time of entrance to complete all degree requirements. The course schedule, arranged with afternoon and evening classes, is conducive to those pursuing the part-time option. All required courses for the evening track are offered in Oklahoma City.

**PREREQUISITES FOR THE MBA PROGRAMS**

While applicants are not required to have previous study in the field of business, they are expected to possess a basic understanding of analytical techniques (including matrix algebra, calculus, and computer usage), and a facility for expressing ideas precisely and coherently. All MBA courses are graduate-level and do not require undergraduate preparation.

**PROGRAM OUTLINE**

The full-time MBA is a 54-credit-hour, 21-month program. All courses are at the graduate level. Required courses are offered during the day for the first year of study and in the evening the second year. The part-time MBA requires 42–54 credit hours, depending on the student’s undergraduate background. All courses are at the graduate level and are offered in the evening. Both programs require that the student become familiar with the functional areas of business, the necessary tools for management decision making, and the environment in which business firms operate. Knowledge prerequisites include an introduction to calculus, matrix algebra, and linear programming; computer familiarity; and communication skills. Students from all undergraduate majors are encouraged to apply.

**CAREER CONCENTRATION**

Each student, working in conjunction with his or her adviser, is encouraged to structure their electives to meet their particular career objectives. The student cannot take more than 15 hours in courses offered by a single functional area within the Price College. There is a nine-hour limit on approved courses taken outside the college.

**CAPSTONE REQUIREMENT**

Degree candidates must earn a grade of B or better in the capstone course, Business Administration 5313, Strategic Management. The class is to be taken during the last 12 credit hours of programmatic coursework. A student failing to make a grade of B or better will be allowed to retake B AD 5313 only once. It may not be taken a third time. Courses taken prior to failing to earn a grade of B or better in B AD 5313 for the second time will not be counted as credit toward a graduate degree at the University of Oklahoma. As an alternative, students may prepare an extensive research paper covering a topic approved by three members of the Price College graduate faculty of the College of Business. Students selecting this alternative must complete Business Administration 5490 as an elective.

**Dual Degree Programs**

In recognition of the strong demand for interdisciplinary expertise in many settings, Price College in cooperation with other academic units within the University, offers several dual-degree programs. While the dual-degree programs require less total hours than pursuing the degrees separately, applicants must be admitted to each program independently. Admission, retention, and degree requirements are maintained by the separate colleges.

**Master of Accountancy**

The Master of Accountancy program at the University of Oklahoma became the first graduate program in the State of Oklahoma to be accredited under the AACSB International’s accounting accreditation program. The MAcc program is designed to prepare students for positions of responsibility in the accounting profession. Students may specialize in tax or auditing.

Individual student programs range from 33–57 semester hours of coursework, depending on undergraduate preparation and the student’s specific area of interest.

1. Admission is based on each applicant’s grade point average (GPA), Graduate Management Admissions Test (GMAT) score and other evidence of high academic achievement and potential.
2. The GMAT is offered by the Educational Testing Service of Princeton, NJ. Only students with a cumulative grade point average of 3.00 and who receive a score of 500 or more on the GMAT will be considered for admission to the program.

**PART-TIME ENROLLMENT**

To assist with career or other obligations that conflict with full-time enrollment, the MAcc program permits part-time study. The part-time student is given five years from the time of entrance to complete all degree requirements.

**PREREQUISITES FOR THE MACC PROGRAM**

Applicants are not required to have previous study in the field of accounting and can enroll in preparatory coursework as part of their MACC degree plan.
**Program Outline**

ACCT 5113, Advanced Accounting, ACCT 6553, Seminar in Accounting Theory; at least 12 semester hours of seminar-level accounting courses (in addition to ACCT 5113, ACCT 6553); at least 15 hours of non-accounting graduate business courses; a total of at least 33 hours of approved graduate-level coursework with at least a 3.00 grade average (on a 4.00 scale).

**Comprehensive Examination**

Successful completion of a written comprehensive examination over financial accounting theory and reporting is required of all candidates for the Master of Accountancy degree. In addition, the examining committee may conduct an oral examination to clarify and discuss a student’s responses on the written examination.

**Joint B.B.A. and Master of Accountancy**

The specific requirements for this program are listed in the undergraduate study section.

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**Master of Science in Management Information Systems**

The minimum 33-hour MS in MIS graduate program is designed for people with an undergraduate degree in a discipline other than MIS (for example, in another business area or the humanities), who wish to embark on a career as information system analysts or designers. The program combines a solid base of business and organizational knowledge with an in-depth exposure to information systems technologies.

Students enrolled in the MS in MIS program will complete the following:

- Study the business and organizational context for MIS by completing 12 to 15 hours of core business courses.
- Complete 21 hours of graduate information systems and management course work with a balanced mix of theory and applications. In addition, candidates must demonstrate competency in two programming languages — a procedural language and a non-procedural language. This requirement may be satisfied by taking appropriate college courses, by job experience or by completing an approved course from a reputable provider.
- In place of preparing a master’s thesis, completion of MIS 5203 System Architecture and Design, with a grade of A or B.

**Dual MBA/MS in MIS**

This dual degree option allows a student admitted to the part-time or full-time MBA program to apply for the simultaneous enrollment in the MS in MIS program. The student may count a defined number of credit hours jointly toward both degrees. The full-time joint program requires 68 hours, 18 of which are counted jointly. The part-time joint program requires 63 hours, 12 of which are counted jointly.

**Dual MAcc/MS in MIS**

The dual MAcc/MS in MIS in an option for the student who wishes to pursue career options in professional services and consulting firms. Students graduating with this combination of degrees will possess the accounting background necessary for the practice of public accounting, and additionally, will have MIS expertise that will facilitate a wide range of career paths in the area of financial information design and evaluation. Dual MAcc/MS in MIS candidates must demonstrate competency in two programming languages. Students are required to sit for the Accountancy Comprehensive Exam during their last semester of study.

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**Doctor of Philosophy Degree**

The Michael E. Price College of Business offers a program leading to the degree of Doctor of Philosophy. The applicant need not hold a degree in business administration, and applications from students in disciplines other than business are encouraged.

**Time Limits**

The student has four years from the point of admission to candidacy and six years from the point of entering the doctoral program to prepare and successfully defend the dissertation. If the student fails to do so, he/she will be required to retake the general examination. These time limits preclude the admission of part-time students to the doctoral program.

**Required Coursework**

Required hours in the following areas: Calculus, Linear Algebra, Statistics and Research Methods.

Core Courses in Business Administration: Accounting 5013; Finance 5043; Marketing 5063; and either Management 6503 or 5083. A student may receive credit for equivalent core courses taken at other institutions at the discretion of the Doctoral Advisory Committee.

**Elected Coursework**

Total hours and specific courses will be determined by an advisory committee with approval of the graduate programs director and the dean of the Graduate College which is convened after the student is enrolled.

- Major — minimum of 12 hours;
- Concentration Area — minimum of nine hours;
- Electives — minimum of six hours.

**Statistics**

A two-course statistic sequence is chosen to support the student’s plan of study. The sequence may be selected from among the many approved statistics sequences offered throughout the University, especially those in the Divisions of Economics and Marketing and the Departments of Mathematics and Psychology.

**Research Methods**

Two courses in research methods are selected to support the student’s plan of study, and may be taken from any department within the University. A foreign language or a computer language may be used to fulfill one of these course requirements.

**Majors**

The major must be selected in accounting, finance, management, management information systems, or marketing/supply chain management. The course content of a major and the administration of the general examination are determined by the division in which the major is taken.

**Concentration Area**

A concentration area is a set of courses taken to gain a mastery of a sub-discipline within or external to business administration. These courses may be wholly within a division of the college, across divisions, or divisions of the college and a University department outside the college. A concentration area must involve at least nine hours.

**Composition of the Doctoral Committees**

The Doctoral Advisory Committee will consist of at least five members, two from the major division, at least one from each of the remaining fields, and one from outside the College of Business. An accepted plan of study will be viewed as a contract between the student and the University. The Doctoral Advisory Committee is automatically disbanded upon successful completion of the written and oral segments of the student’s general examination.
The Doctoral Dissertation Committee will oversee the writing of the student’s dissertation proposal, the writing of the dissertation, and the oral defense of the dissertation. The Doctoral Dissertation Committee is constituted upon a student’s admission to Ph.D. candidacy, i.e., upon successful completion of the general examination, and will consist of at least five members, with at least two members from the major area and at least one member from each of the two fields. Furthermore, the committee must include at least one member whose appointment is in a department outside of the College of Business. The committee may also include members within or without the student’s field who possess professional expertise germane to the student’s research.

EVALUATION

In lieu of qualifying examinations (i.e., examinations over the required coursework only) the graduate programs director will convene for each student each year those faculty who are instructing the student, and said faculty will assess the performance of that student. A report will be forwarded to the student’s advisory committee and entered into the student’s permanent file. Students will not be allowed to continue in the program if they earn more than two grades of C or lower in courses taken as part of the program.

GENERAL EXAMINATION

As the student nears completion of prescribed coursework, the student should prepare for the general examination. Such examinations are not scheduled either during final examination periods or indeed at any time when a suitable committee cannot be assembled. The general examination will be taken only when the student has completed all curriculum coursework. The student must apply for the examination at least two weeks before it is to be held. The application is completed by the student on a form provided by the Office of Graduate Programs, and is signed by the student and the members of the Doctoral Advisory Committee. The application is then examined by the graduate programs director and the dean of the Graduate College and if it is in order, is approved. Subsequently, the dean of the Graduate College will authorize the examination. The examination will not be authorized unless the student has completed all prescribed courses, and maintained an overall grade point average of B or higher.

The general examination is intended to test the student’s mastery of a number of related fields, as well as capacity for synthesis, sound generalization, and reasoning ability. It will consist in part of written examinations covering the three fields, and will be prepared by the committee. This will be followed by an oral examination in the presence of the whole committee. A student’s performance on the general examination will be rated Pass with Distinction, Pass, or Failure. If the student fails the examination, he or she may repeat the examination either the following semester or later at the discretion of the committee; it may not be given a third time. After each attempt at the general examination, the chairperson will submit a report to the graduate dean that indicates whether the student has passed or failed and what further work must be done. If the individual has passed, the graduate dean will admit him or her to candidacy for the doctoral degree.

DOCTORAL DISSERTATION

After the general examination, the candidate will devote most of his or her time to research and composition, and may also enroll in enough hours of 6980 to meet the minimum requirements of the major division.

After admission to candidacy students must maintain continuous enrollment in 6980 until the requirements for the degree are completed or degree candidacy is discontinued.

At least two months before commencement, the candidate should deposit with the graduate dean a typewritten reading copy of the dissertation, which has received preliminary approval of the major professor. The candidate will present copy for the announcement of final oral examination, including an abstract of not more than 350 words. The dean will then appoint five persons who will read the dissertation. They may either accept or reject the dissertation. If they accept it, they may require minor changes and corrections.

DISSERTATION DEFENSE

The candidate may apply for this examination upon presentation of a corrected draft of the dissertation and receipts showing that all fees have been paid. At least four members, including the outside member, of the doctoral committee must be present to conduct the examination. The examination is open to the public.

After the examination, the committee will report its decision to the graduate dean.

Correspondence

For further information on the graduate programs in business administration, write to: Graduate Programs Office, Price Hall, Price College of Business, 1003 Asp Ave. Suite 1040, University of Oklahoma, Norman, OK 73019-4302, (405) 325-4107.
The College of Continuing Education (CCE) provides academic outreach opportunities to the state, region, and nation. As the administrative unit for outreach at the University of Oklahoma, the College of Continuing Education programs are the means by which the University extends its resources to the people of Oklahoma and beyond. By encompassing comprehensive, multidisciplinary academic services and programs which focus on the needs of adult learners, the College of Continuing Education offers both credit and non-credit courses, seminars, workshops, conferences, correspondence study, public service activities, and travel study programs. The diversity and quality of the services available through continuing education programs provide an exciting and challenging academic experience. The College of Continuing Education develops and administers instructional activities that utilize the insight and expertise of the University of Oklahoma faculty in conjunction with community professionals in the areas of business, science, education, and the arts. The aim of the College of Continuing Education is to provide an educational foundation that enhances technical and social capability through a lifetime of learning and renewal.

In addition to the following departments and services, the College of Continuing Education is constantly developing new programs. For information regarding the most recently initiated programs, please direct inquiries to:

College of Continuing Education
1700 Asp Avenue
Norman, OK 73072-6400
(405) 325-4414
www.outreach.ou.edu

General Information
Department of Aviation

Glenn Schaumburg, M.H.R., Director
Shelly Ainsworth, M.H.R., Coordinator of Undergraduate Programs

1700 Lexington, Bldg. 101
Norman, OK 73069

Phone: (405) 325-7231
FAX: (405) 325-0136
Internet: www.aviation.ou.edu
e-mail: gshaumburg@ou.edu

Faculty
Dr. Frank Mitchell, Interim Clarence Page Professor; Dr. Andy White, Adjunct Faculty; Walt Strong, Adjunct Faculty; Sue Marshall, Adjunct Faculty; Ken Carson, Chief Ground School Instructor & Adjunct Faculty; Jignes Patel, Assistant Chief Flight Instructor; Glenn Schaumburg, Adjunct Faculty; Joe Berardo, Adjunct Faculty; Jim Hamm, Adjunct Faculty; Dave McLurkin, Chief Flight Instructor; and participating faculty from the Price College of Business and College of Engineering.

Degree Offered
• Bachelor of Science

General Information
The mission of the Aviation Program is to provide each student with the knowledge and the skills of a competent pilot and/or industry professional, combined with a liberal education and business concentration that will provide them an initial and long-term competitive advantage as professionals in global organizations and in society. The Aviation Department is responsible for credit and noncredit aviation education and FAA Part 141 and 61 pilot training. A Bachelor of Science Degree with three aviation tracks and four aviation minors are offered through OU’s College of Continuing Education. The Aviation Department’s updated fleet consists of 13 Piper Warrior III planes, two Piper Arrows, one Cessna 152 Aerobat, one Piper Seminole, a Beechcraft Barron and a King Air C-90B. This fleet offers students the most advanced technology and also provides air transportation through the Faculty and Staff Transport (FAST) Program. The FAST program offers an affordable and efficient travel option for constrained University budgets.

HISTORY
The University of Oklahoma Department of Aviation was established in 1947 as an independent, Provost-directed department chaired by J.E. Coulter. The department provided flight instruction for students seeking flight certification. In 1993, the degree program was moved from the College of Education to the College of Continuing Education and became the college’s first undergraduate degree program.

CAREERS
Career choices for students completing the undergraduate program in aviation include, but are not limited to Airport Management, Business Planning Analyst, Aviation Technical Writer, Contract Specialist, Corporate or Airline Management, Corporate, Military, Air Ambulance, Sight-Seeing, Airline and Flight Test Pilot, Flight Instructor, Freelance Commercial Assistant, Aircraft Sales, Leasing & Insurance, Flight Dispatcher, Flight Schedule Coordinator, Safety Inspector, Air Traffic Controller, Planning and Development Manager, Aeronautical Charting, Aviation Law, Accident Investigator, and Air Marshal.

INTERNSHIPS
Aviation related internship experiences are available for qualifying students. Interested students should visit the Aviation Advising Office for more information.

HONOR SOCIETIES AND PROFESSIONAL ORGANIZATIONS
Three societies and professional organizations are available for students in aviation:
• Sooner Aviation Club — for students interested in aviation;
• Alpha Eta Rho, Beta Chi Chapter — an international fraternity for aviation students;
• National Intercollegiate Flight Association (NIFA) Flight Team — comprised of aviation students who compete regionally on a collegiate level in various aviation-related events, varying in complexity.

Facilities
MAX WESTHEIMER AIRPORT
The Max Westheimer Airport terminal building and the AMNE Building are the primary office and classroom buildings for the Aviation Department. The buildings contain many classrooms and study areas, with training aids, simulators, and other facilities to enhance the student’s learning environment.

Aviation students also have access to the department’s maintenance hangars, which further enhances the student’s ability to learn. Students are encouraged to take an active part in their learning process.

Undergraduate Study
Candidates for the BS degree must complete their last 30 hours as a resident student in the College of Continuing Education. However, if a candidate has completed the last 51 hours as a resident student at the University of Oklahoma, nine of the last 60 hours may be taken at another university or by correspondence. Students are encouraged to consult their advisors prior to enrollment.

TRANSFER CREDIT
1. A maximum of 65 hours will transfer for credit from a two-year college.
2. Credit from a two-year college will be accepted to meet lower-division requirements only.
3. A maximum of 12 hours of transfer work will apply toward the major.

CORRESPONDENCE COURSES
1. A combined maximum of 60 hours credit by correspondence courses and advanced standing examinations may be applied to the Bachelor of Science degree with the following restrictions:
   a. A combined maximum of 32 hours of correspondence work for the Bachelor of Science degree.
   b. A maximum of 30 hours of lower-division credit by advanced standing examinations.
   c. A maximum of 30 hours of upper-division credit by advanced standing examinations.

2. Credit is given for all correspondence work except for courses presented for the major. Correspondence study may be taken in the major to be used only in the computation of the major grade point average.
3. A student may enroll in a maximum of six hours of correspondence at one time.
4. A student must secure written permission from their counselor on the correspondence application form. Students may then enroll in correspondence courses by contacting the Independent Study Department, 1600 S. Jenkins, Room 101, Norman, OK 73072. Phone: (405) 325-1921.
ADVANCED STANDING EXAMINATIONS

Students who feel they have a sufficient knowledge of the subject matter of a course offered by the university may take an advanced standing examination for undergraduate credit in the course with the following restrictions:

1. A maximum of 60 hours of credit by advanced standing examinations may apply to the Bachelor of Science degree (Also see paragraph 1 of Correspondence Courses, above).
2. Students who have received a grade in any course, other than a W, may not subsequently take the same course by advanced standing.
3. A maximum of nine hours of aviation may be accomplished through advanced standing examinations; however students must obtain permission from the Chief Flight Instructor if they are attempting to take the advanced standing exam for upper division credit. Upper division advanced standing is discouraged and students may not be allowed to attempt advanced standing credit for this work, dependent upon their credentials and college coursework.

GRADUATION

Students must apply for the degree that they are pursuing; Deadlines are March 1 for spring graduates, July 1 for summer graduates, and November 1 for fall graduates. Application forms are available in the Aviation Advising Office. All aviation majors are required to make an appointment for a graduation check the semester before they intend to graduate. During the graduation check, applications and senior exit interviews will be completed.

Students may graduate with Distinction if they have an overall and OU retention and combined retention grade average (including the last semester’s grades) of at least 3.50. Graduation with Special Distinction requires at least a 3.75 overall and OU combined grade point average. No student who has been subject to disciplinary action will be granted a degree with Distinction or Special Distinction.

ACCREDITATION

The University of Oklahoma Aviation Program is accredited by the Aviation Accreditation Board International.

Bachelor of Science Degree

The undergraduate degree in aviation is designed to offer students a choice in their aviation career. The degree offers three options: Aviation Management, Professional Pilot, and Non-Flying Aviation Management. Upon completion of the program, the student will have a basic familiarity with the facts, skills, techniques, and attitudes which are relevant to the aviation industry, along with the basic educational and aeronautical experience to compete in today’s aviation marketplace.

The undergraduate major requires a minimum of 40 hours of General Education, including the senior capstone course at a senior institution. The degree also requires a minimum of 30 hours of major coursework and 55 credit hours of liberal arts courses. Free electives are to be chosen in consultation with the undergraduate academic adviser. However, only five of these hours can be physical education activity courses; a maximum of 32 hours of correspondence courses will be accepted. A maximum number of nine hours in aviation may be accomplished through the advanced standing option, and a maximum of 12 hours will be accepted for transfer in the major. Students must complete a minimum of 40 hours of upper-division coursework to be eligible for graduation.

The program requires a minimum of 125 credit hours, with a minimum OU retention and combined retention grade point average of 2.25, and a minimum OU retention and combined retention grade point average in the major of 2.25. Aviation majors are required to earn a grade of “C” or better in all aviation courses before progressing to the next aviation course. Aviation majors are required to complete a math course every semester until the Math 1743 requirement is fulfilled. Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU courses offered at Tulsa or Claremore, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and combined retention grade point averages for purposes of determining completion of degree requirements.

LOWER-DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements are to be met as follows:

1. Communications: 9 hours. ENGL 1113 and 1213 (EXPO 1213 may be substituted for ENGL 1213); COMM 1113 or COMM 2613. The Professional Pilot track also requires COMM 2213.
2. Foreign Language: 0-10 hours. Students who have completed two years of high school foreign language or two college-level courses in a single language are exempt from the general education foreign language requirement.
3. Social Sciences: 3 hours. PS 1113.
4. Humanities: 12 hours. HIST 1483 or 1493; one course from each of the following three fields: Understanding Artistic Forms, Western Civilization and Culture, Non-Western Culture. One of these courses must be 3000- or 4000-level.
5. Science and Mathematics: 17 hours. METR 1014, PHYS 1114, MATH 1643, 1743 (may substitute 1823), and METR 2603.
6. Basic Business courses. ACCT 2113, 2123; ECON 1113, 1123, ECON 2843 or PSY 2003; MIS 2113.

Upper-division and aviation courses are outlined below according to the specific track.

AVIATION MANAGEMENT

1. Business Courses: 12 hours. FIN 3303, LS 3323, MGT 3013, and MKT 3013.
2. Aviation Courses: 41 hours. AVIA 1113, 1222, 2231, 2341, 2513, 2613, 3013, 3113, 3133, 3333, 3513, 3572, 4423, 4552, 4713, and 4983.
3. Upper Division Electives: 3 hours. May be chosen from aviation or other university courses at the 3000- or 4000-level.
4. Free Electives: 0-10 hours. May be chosen from aviation or other courses. Hours required depend on foreign language requirement.
5. Specialized Electives. Students are not required to complete all aviation electives listed, but may choose to do so for additional training. AVIA 3111, 3581, 4113, 4313, 4602, 4612, 4622, and 4990.

PROFESSIONAL PILOT TRACK

1. Business Courses: 9 hours. MGT 3013, 3363, 3513.
2. Aviation Courses: 45 hours. AVIA 1113, 1222, 2231, 2341, 2513, 2613, 3013, 3113, 3133, 3333, 3513, 3572, 3581, 4313, 4423, 4552, 4713, and 4983.
3. Free Electives: 2-12 hours. May be chosen from aviation or other courses. Hours required depend on foreign language requirement.
4. Specialized Electives. Students are not required to complete all aviation electives listed, but may choose to do so for additional training. AVIA 3111, 3103, 4113, 4602, 4613, 4622, and 4990.

NON-FLYING AVIATION MANAGEMENT

1. Business Courses: 18 hours. FIN 3303, LS 3323, MGT 3013, 3513, MKT 3013, SCM 3523.
2. Aviation Courses: 30 hours. AVIA 1113, 2513, 3 hours to be chosen from: 1013, 2613, or 1222 (if 1222 is selected 1 additional hour of AVIA coursework must be completed prior to graduation). 3013, 3103, 3513, 4423, 4713, 4983, and any 3 hour 3000-4000 Level AVIA Elective.
3. Upper-Division Electives: 3 hours. May be chosen from aviation or other university courses.
4. Free Electives: 5-15 hours. May be chosen from aviation or other university courses. Hours required depend on foreign language requirement.
5. Specialized Electives. Students are not required to complete all aviation electives listed, but may choose to do so for additional training. AVIA 3111, 3581, 4113, 4602, 4612, 4622, and 4990.
Aviation Minors

Aviation minors are open to non-aviation majors at the University of Oklahoma; Air Traffic Control is the only aviation minor open to aviation majors. Students pursuing any Aviation minor must earn at least a minimum grade of “C” in Aviation courses taken to meet minor requirements.

SINGLE-ENGINE COMMERCIAL PILOT (17 hours)

Students must complete 11 of the 17 minor hours in residence at the University of Oklahoma. A maximum of six hours of transfer work may be applied towards the minor. A 2.25 OU and combined GPA is required; not open to aviation majors.

- AVIA 1113, Introduction to Aviation
- AVIA 1222, Primary Flying*
- AVIA 2231, Advanced Flying*
- AVIA 2341, Secondary Flying*
- AVIA 3113, Commercial Aviation
- AVIA 3133, Fundamentals of Instrument Flying
- AVIA 3572, Instrument Flying*
- AVIA 4552, Commercial Flying*

*Courses involve both classroom instruction and flight instruction; an additional flight fee is applied.

MULTI-ENGINE COMMERCIAL PILOT (18 hours)

Students must complete 12 of the 18 minor hours in residence at the University of Oklahoma. A maximum of six hours of transfer work may be applied towards the minor. A 2.25 OU and combined GPA is required; not open to aviation majors.

- AVIA 1113, Introduction to Aviation
- AVIA 1222, Primary Flying*
- AVIA 2231, Advanced Flying*
- AVIA 2341, Secondary Flying*
- AVIA 3113, Commercial Aviation
- AVIA 3133, Fundamentals of Instrument Flying
- AVIA 3572, Instrument Flying*
- AVIA 3581, Multi-Engine Flying*
- AVIA 4552, Commercial Flying*

*Courses involve both classroom instruction and flight instruction; an additional flight fee is applied.

AVIATION MANAGEMENT (17 hours)

Students must complete 11 of the 17 minor hours in residence at the University of Oklahoma. A maximum of six hours of transfer work may be applied towards the minor. No correspondence work is allowed to count towards the minor. A 2.25 OU and combined GPA is required; not open to aviation majors.

- AVIA 1113, Introduction to Aviation
- AVIA 1222, Primary Flying*
- AVIA 2513, History of Aviation
- AVIA 4423, Crew Resource Management
- AVIA 4983, Airline Management
- MGT 3013, Principles of Management

*Course involves both classroom instruction and flight instruction; an additional flight fee is applied.

AIR TRAFFIC CONTROL (20 hours)

Students must complete all 20 hours in residence at the University of Oklahoma. No correspondence work or advanced standing is allowed to count towards the minor. A 2.25 OU and combined GPA is required. One course per semester; courses cannot be taken concurrently.

- AVIA 1013, Introduction to Air Traffic Control
- AVIA 1213, Basic Air Traffic Control Regulations
- AVIA 2013, General ATC Procedures
- AVIA 3213, Airport Traffic Procedures
- AVIA 3313, IFR Air Traffic Procedures
- AVIA 4015, Air Traffic Simulation*

*Course includes simulation lab; an additional fee is applied.

STOP-OUT POLICY

To be considered in good standing with the College of Continuing Education Aviation Department, a student should maintain an OU retention and combined retention grade point averages of at least 2.25 and comply with all Departmental and FAA policies. If a student’s OU retention or combined retention grade point average falls below 2.25, the student will be placed on one semester of academic probation. Failure of a student to remedy their grade point averages at the conclusion of the probation semester will lead to the student being stopped-out of the College of Continuing Education, Aviation Program. Likewise, a student who does not comply with all FAA and Departmental policies will also be stopped-out of the program.

Students who are stopped out will have their enrollment cancelled and must change their major from Aviation. After being stopped out, a student is not eligible to return to the College of Continuing Education, Aviation Department or enroll in Aviation courses without petitioning for readmission. Readmission is unlikely until the student has earned one full semester (at least 12 credit hours earned) of a 3.50 GPA or two consecutive, full semesters (at least 12 credit hours earned each semester) of a 3.00 GPA and their OU GPA is at least a 2.25. While being stopped out of the College, students cannot have earned a D or F in any math, science and/or business course.

Upon being stopped-out, students’ records will be transferred to the Center for Student Advancement. All stopped-out students must contact the Center for Student Advancement to discuss options for changing their major and re-enrolling at the University of Oklahoma.

FAMILY EDUCATIONAL RIGHTS PRIVACY ACT (FERPA)

In an effort to comply with the rules of FERPA, written consent of a student is required prior to disclosure of any of their personally identifiable information from their educational records.

A. The consent must specify the records to be disclosed, the purpose of the disclosure and identify the entity to which disclosure is to be made.

B. The college shall provide the student with a copy of the records disclosed if the student asks for a copy.

C. Personal records that cannot be disclosed without written permission include, but are not limited to: grades, major, academic misconduct, and enrollment and graduation status.

Registration and Records

Carol Hoadley, M.S., Registrar
Phone: (405) 325-1022

Applications for admission to Advanced Programs, the College of Liberal Studies, and off-campus courses are processed by this office. Enrollment in any credit course requires admission to the University of Oklahoma. Admission forms are available from the College of Continuing Education Registration and Records Office. All regulations regarding resident status, admission requirements, transfer credit, special students, and readmissions are enforced according to guidelines established by the Oklahoma State Regents for Higher Education and the University of Oklahoma. Permanent student records are kept in the College of Continuing Education Registration and Records Office.

Registration for credit and non-credit classes is offered through the College of Continuing Education, though Aviation registration is provided at enroll.ou.edu. Many conferences, workshops, and seminars are scheduled through this office. CCE Registration and Records will send registration staff to sites both on and off-campus upon request. Any questions regarding financial payments and billings should be directed to CCE Registration and Records staff. CCE Registration accepts MasterCard, Visa, American Express, and Discover. Independent Study registration is processed through the Independent Study Office.

Telephone registration is often the most convenient form of course registration. Those interested in attending non-credit programs may call (405) 325-2248
during regular office hours (8 A.M.–5 P.M., Monday–Friday) to register. Registration for these activities may also be faxed to (405) 325-7746. To register for credit courses call (405) 325-1021. Oklahomans outside the Norman area or those outside Oklahoma may call 1-800-522-0772 ext. 2248 for non-credit registration or 1-800-522-0772 ext. 1021 for credit registration.

Registrations can also be processed by mail if the registration form with all requested information is submitted to the CCE Registration and Records Office. Registration forms for non-credit classes and class schedules are available upon request from the College of Continuing Education, 1700 Asp Avenue, Norman, OK 73072-6400. You may view the class schedule online at www.outreach.ou.edu. Before classes begin, registration may be transferred from one course to another, regardless of the length of either course. Early registration is strongly recommended as some courses have a deadline. Please consult the course description in the CCE class schedule for the specified date.

To request an admission for or for more information regarding requests for transcripts, admission criteria, or records please contact:

Debra R. Corley, Program Development Specialist
166 Oklahoma Center for Continuing Education
Phone: (405) 325-7378

Oklahoma Center for Continuing Education

The College of Continuing Education at the University of Oklahoma is housed in the Oklahoma Center for Continuing Education (OCCE). Designed as a comprehensive adult learning community for educational activities, OCCE is one of eleven W.K. Kellogg Foundation-funded centers in the United States and Britain. OCCE provides a comfortable setting for some 35,000 individuals who have chosen this unique residential facility for their meetings, conferences, workshops, and seminars.

The Thurman White Forum Building offers facilities for 1,500 participants through a combination of 21 meeting rooms, a 20-station computer laboratory, and the large auditorium-sized Forum Room which seats 600. Equipped with soundproof projection and audio booths, multiple screens, audio/visual equipment and camera decks, the Forum Room provides many technical adaptations to meet any group’s conference requirements. On-site technical support is available for the CCE Computer Lab.

The Sooner Hotel and Suites, a three-story hotel facility, ensures a pleasant stay for conference participants. Recently remodeled, the Sooner Hotel has accommodations for 146 in its double and single rooms. Ten cottage units provide an intimate atmosphere with a kitchenette, living area, two double bedrooms and a bath.

The Commons Restaurant, a combination of cafeteria, banquet halls, and private dining rooms, provides catering services and special banquet facilities. Three large dining rooms may be combined to accommodate 600 people for large banquets and receptions. The President’s Dining Room on the mezzanine will comfortably seat 40. For more information on the Oklahoma Center for Continuing Education call (405) 325-7378.

Conference Services

Debra R. Corley, Program Development Specialist
Phone: (405) 325-7378

The Conference Services staff is able to provide conference planning with regard to on-site facilitation, conference budgeting, reports, name badges, registration services, refreshments, meals, housing, transportation, and entertainment as well as a variety of special requests. Whether your meeting is an internal retreat for as few as five people or an international symposium for 500 to 1500 people, Conference Services will provide you with the expertise to make your conference a success. Call (405) 325-SERV.

Advanced Programs

David C. Kimmel, Ph.D., Director
Phone: (405) 325-2250

Advanced Programs was established in May 1964 as part of the University’s Continuing Education and Public Service commitment. Funded by student enrollments under the 1958 Government Employees Manpower Act and with the support of the W.K. Kellogg Foundation, the University of Oklahoma pioneered the intensive seminar teaching format. In all aspects, except in the use of time, Advanced Programs courses are identical to their counterparts taught on the Norman campus.

Today, thousands of men and women have completed their masters’ degrees using the Advanced Programs format. The same high quality and dedication to excellence demanded in the beginning have been a hallmark for national ranking and prestige among graduate degree programs serving the United States Armed Forces.

Graduate courses offered through Advanced Programs lead to a fully accredited resident graduate degree and are delivered worldwide to military and civilian personnel and families. Advanced Programs offers graduate courses at the following sites:

- Azores—Lajes Air Base
- Belgium—SHAPE
- Germany—Heidelberg; Hohenfels; Ramstein Air Base; Wiesbaden; Spangdahlem; Vilseck; and Ansbach
- Guam—Andersen Air Force Base
- Hawaii—Hickam Air Force Base
- Italy—Naples NAS
- Japan—Yokosuka Air Base
- Korea—Yongsan United States Army Garrison; and Osan Air Base
- Netherlands—Treebeek
- Okinawa—Kadena Air Base
- Spain—Rota Air Force Base
- United States—Mountain Home Air Force Base, Idaho; Nellis Air Force Base, Nevada; Offutt Air Force Base, Nebraska; Ft. Sill United States Army, Oklahoma; OCCE, Norman, Oklahoma; Tinker Air Force Base, Oklahoma; Washington, D.C.; and Hurlburt Field, Florida.

Advanced Programs offers coursework toward the Master of Arts with a major in Economics, Master of Arts with a major in Communication, Human Relations, Political Science, Psychology, Economics, and the College of Education.

APPLICATION TO ADVANCED PROGRAMS

Applicants should contact the Advanced Programs Office for specific instruction on application to the program. Applicants should submit:
1. Completed application;
2. Completed Provisional Form;
3. Official transcripts of all graduate and undergraduate work;
4. $50 non-refundable application fee (no cash; make checks payable to: The University of Oklahoma);
5. Graduate Record Examination (GRE) scores are required for Master of Social Work degree. GRE scores recommended for other degrees;
6. Supplemental data is required for some degrees.
American Indian Institute

Ernest Clark, M.Ed., Executive Director
Phone: (405) 325-4298
Fax: -(405) 325-7757

The American Indian Institute (AII) was established in 1951 and continues a long history of working with individual tribes and tribal consortia. The Institute hosts major Indian conferences annually at state, regional, and national levels and serves as a resource to Indian tribes and organizations by providing training programs and projects that help initiate self-determination legislation. Conference proceedings and cultural curriculum lessons, derived from workshops and conferences, are available for purchase.

The Institute operates the Native American Research Information Services (NARIS), a computerized database consisting of a comprehensive catalog of 14,000 citations of published and unpublished research focusing on Native American human and economic development from 1969 to the present.

All continues its dedication to promoting education, training, and career development opportunities for Indian people by fostering and facilitating the economic development of Indian human and natural resources, advocating the perpetuation of Native American cultures and traditions and ensuring that University resources and facilities are made accessible to Indian tribes, groups, and organizations. For more information call (405) 325-4127 or visit the Web site at http://www.aii.outreach.ou.edu/.

Arts and Sciences Programs

Bruce Roberts, Ph.D., Director
Phone: (405) 325-5101
Fax: (405) 325-0860
Email: broberts@ou.edu

Students may participate in courses and degree programs in the social sciences, humanities, natural sciences, and mathematics, as well as courses offered through professional schools. Arts and Sciences Programs extends the faculty resources of the College of Arts and Sciences to lifelong learners through courses, conferences, seminars, travel study programs, and grant-funded projects to meet the learning needs of traditional and non-traditional students. Credit and non-credit courses are offered in a variety of evening and weekend course formats that working adults and part-time students find convenient. A variety of national and international travel study programs such as Summer in France, Summer in Mexico, and Summer in Santa Fe enable students to enrich their studies of language, history, and culture beyond the classroom.

For more information call (405) 325-5101, visit us on the Web at www.cafe.ou.edu, or email cafe@ou.edu.

Center for Business and Economic Development

Betty Kettman, OU/EDI Director
Phone: (405) 325-1944

The Center for Business and Economic Development provides training, consulting, and organizational assessment for business, professional groups, institutions, and public and private organizations as well as federal and state agencies. Seminars offered throughout the state serve the business sector by offering the highest quality training programs in convenient locations. Course topics include a thorough understanding of managing in an information society, converting management to specific training in business strategy, management of human resources, and many other contemporary management topics.

ECONOMIC DEVELOPMENT

The University of Oklahoma's Economic Development Institute (OU/EDI) is a nationally recognized provider of Economic Development Training. It is accredited by the International Economic Development Council and has been offering programs since 1962. Recognized as the gold standard of economic development training, the Institute provides life-long learning and training programs for the Economic Development professional. This unique, university-based training program provides Economic Development professionals with the practitioner skills necessary to impact the economic health of their communities. The curriculum also meets the International Economic Development Council’s educational prerequisites for professional certification.

The faculty is drawn from nationally renowned experts who have a demonstrated track record of outstanding success in the field. The OU/EDI program is offered at sites across the United States and Mexico. For more information about OU/EDI please call (405) 325-3891 or visit our Web site at http://edi.ou.edu.

NATIONAL CONFERENCES

Important national groups that receive training and facilitation through this office include the American Bankers Association, the Communication Workers of America, and The Refrigeration Research and Education Foundation. The center coordinates training for the State Chamber of Commerce through the Center for chamber of Commerce Excellence and in cooperation with the ABA, conducts annual banking schools covering such areas as National Compliance School and the Graduate School of Compliance Management.

ENGINEERING AND GEOSCIENCES NON-CREDIT

Through conferences, seminars, workshops, and courses, Continuing Engineering and Geosciences programs are committed to the career-long education of engineers in all aspects of technical research and development. We work closely with industry experts, professional engineering groups, and governmental agencies to extend the University expertise to a wide range of domestic and international clients. We offer training in the areas of Corrosion Control which provides fundamental training for corrosion control personnel; the Gas Compressor Conference which offers hands-on training in a lab setting with instructors demonstrating diagnostic methods and repair techniques on equipment; the Launce Reid Gas Conditioning Conference, an international conference providing a forum for new ideas, development and operations for preparing and purifying natural and other fuel gases for market; and the Blowout Prevention School offering complete, practical, up-to-date blowout prevention for both land and sub-sea applications. For more information regarding the Engineering and Geosciences programs, visit the website at http://www.engr.outreach.ou.edu.

Center for Early Childhood Professional Development

Susan Kimmel, Ph.D., Interim Director
Phone: (405) 799-6383
FAX: (405) 799-7634

The focus of the Center for Early Childhood Professional Development is hinged on the beliefs that all programs for young children, in whatever setting, will provide high quality, developmentally appropriate care and education and that childhood professionals will be knowledgeable individuals who demonstrate a commitment to excellence that results in improved educational foundations and quality of life for all Oklahoma children. Among the Center’s goals are to play an active role in developing an articulated, clearly defined career development system for early childhood professionals and to help establish a variety of paths for teachers to improve their professional qualifications.
The center is involved in a number of initiatives to carry out these goals. These include developing, implementing, and analyzing a comprehensive training program; forming effective work groups and partnerships to implement strategic directions; conducting conferences for professionals in the field; and establishing a career recognition system. Among the Center’s collaborative partners are the Oklahoma Departments of Human Services, Education, and Career Tech; regional and Indian Head Start programs; various early childhood professional organizations; state two- and four-year colleges and universities; and others.

For more information, see the Center’s Web site at www.cecspd.org.

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**Center for Effective Schools**

**John E. Steffens, Ph.D., Executive Director**  
**Phone:** (405) 325-7080  
**Fax:** 405-325-1981

The Center for Effective Schools was established in 1999 to assist at-risk K-12 public schools in Oklahoma. The Effective Schools office develops and implements comprehensive school reform strategies to create learner-centered schools based on the Effective Schools research by Dr. Ron Edmonds and Dr. Larry Lezotte at the University of Michigan. Assistance is focused on helping school sites develop a comprehensive school reform plan and its implementation.

The Effective Schools Model is a scientific research-based process that focuses on raising student achievement by implementing the Seven Correlates of Effectiveness. These are:

- instructional leadership;
- clearly stated and focused mission;
- safe and orderly environment;
- frequent monitoring of student progress;
- high expectations for all students;
- maximize learning opportunities;
- positive communication — school, home and community.

Strategic planning to implement the Effective Schools process will help sustain school improvement year after year.

For more information, see the Center’s Web site at [http://ces.ou.edu](http://ces.ou.edu).

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**Center for English as a Second Language**

**Mark Hamilton, Director**  
**Phone:** (405) 325-6602  
**e-mail:** markhamilton@ou.edu

The Center for English as a Second Language (CESL) offers an intensive English language program leading to English language proficiency. Designed for highly motivated students who wish to master English quickly and thoroughly, CESL provides beginning through advanced levels of instruction throughout the year. CESL helps develop the English language skills of international students who are academically qualified for admission to the University of Oklahoma but who need assistance in meeting the University’s English proficiency requirement. CESL also provides language learners in the community an excellent opportunity for gaining greater English competency or being introduced to other languages through the Oklahoma Language Academy, which offers evening language classes for international students and the wider community alike.

For more information call (405) 325-6602, visit us on the Web at [www.esl.ou.edu](http://www.esl.ou.edu) or e-mail at esl@ou.edu.

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**Center for Grant and Contract Studies**

**Brad Quinn, M.B.A., Director**  
**Phone:** (405) 325-7091

The Center for Grant and Contract Studies has as its goal the improvement of the quality of financial and administrative management of sponsored programs for colleges and universities, state and local governments, Indian tribes, and non-profit organizations. Currently, the center offers conferences and workshops on Basic and Advanced Direct Cost Issues, Indirect Cost and Other Financial Issues for Short-Form Schools, Faculty Practice Plans and Other Financial Issues Affecting Medical Centers, Design and Management of Effective Internal Control and Compliance Systems, Integrated Data Systems, Indirect Cost Institute, Program Development and Proposal Preparation, Mid-Year Accounting and Auditing Update, and Oklahoma Single Audit. The Center has also produced copyrighted publications designed to help the sponsored program administrator better understand the Office of Management and Budget Circulars. Nearly 1,000 participants from more than 300 campuses have already attended the Center’s programs.

For more information call (405) 325-7091.

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**Center for Independent and Distance Learning**

**Randall M. Doerneman, M.Ed., Director**  
**Phone:** (405) 325-1921, or 1-800-942-5702  
**e-mail:** rdoerneman@ou.edu

**Cross Main Building**  
**1600 S. Jenkins**  
**(405) 325-1921; FAX: (405) 325-7678**

The Center for Independent and Distance Learning (CIDL) is the distance education development and delivery component of the College of Continuing Education. CIDL serves both University and non-University communities through the application of technologies to education delivery. CIDL includes the following:

- Electronic Media and Photo Services
- Independent Study Department/Testing
- Telecourses and Television Programs

**Electronic Media and Photo Services**  
**Phone:** (405) 325-1427

Electronic Media and Photo Services (EMPS) provides photo services including studio portraits and publicity photos for a wide variety of OU events. A state-of-the-art digital photo production facility enables faculty to prepare high-quality photographic images for immediate distribution.

**Independent Study**  
**Phone:** 405 325-1921, or 1-800-942-5702

- College Independent Study
- High School Independent Study
- Advanced Standing/Testing Out
- College Level Examination Program (CLEP)

**INDEPENDENT STUDY COURSES**

College Independent Study offers students more than 140 University credit and non-credit courses in more than 40 academic disciplines. Each college-credit course contains subject matter identical to that of courses offered on the Norman campus. The Independent Learning High School program offers students over 100 courses and is a fully accredited diploma granting program. College and high school courses are available in both a print-based and online format.
CREDIT THROUGH TESTING
The Center for Independent and Distance Learning provides students various options to earn credit through testing. Among these are the College Level Examination Program (CLEP), the DANTES Standardized Subject Tests (DSST), and institutionally developed advanced standing examinations (ASE).

For more information on distance learning at OU, call 405-325-1921; e-mail: slbedgood@ou.edu. The Web site is http://isd.ou.edu. Information regarding credit courses available through the Independent Study Department can be obtained on the department's Web site, http://isd.ou.edu.

OU High School
Don Toney, Program Administrator
Phone: (405) 325-1921
E-mail: dtoney@ou.edu

The Center for Independent and Distance Learning has been offering high school courses at a distance since 1913. OU High School offers a complete curriculum of high school courses, as well as an accredited high school diploma program. OU is one of only eight public-funded universities accredited and approved to award the high school diploma through distance learning delivery. Students can enroll in OU High School to supplement their parent school or home school curriculum, or they can enroll in the OU High School diploma program and earn their high school diploma through independent study. OU High School is fully accredited by the North Central Association Commission on Accreditation and School Improvement (NCA-CASI) and by the Commission on International and Trans-regional Accreditation (CITA).

Telecourses and Televised Instruction
Stacey Bedgood, Coordinator
Phone: (405) 325-6012
E-mail: slbedgood@ou.edu

TELECOURSES FOR CREDIT
Telecourses combine broadcast lectures and independent study, permitting students to earn credit by viewing course lectures/content on public and cable television channels. Students will visit the campus only for orientation, examinations, and optional review sessions. A television viewing lab is available as an alternate viewing location at the Center for Independent and Distance Learning, 1600 Jenkins Avenue, Norman, OK.

At the orientation session for each telecourse, students will have the opportunity to meet the course instructor and to obtain the information necessary for success in the telecourse. Broadcast dates/times and a listing of required texts and study guides will be provided to students at orientation. In addition to tuition fees, an additional media fee of $15 per credit hour is required for enrollment.

CONNECTING THROUGH VIDEO
The Center for Independent and Distance Education provides video-conferencing services for seminars, meetings and presentations as a cost-effective means of connecting participants in multiple locations.

Center for Institutional Data Exchange and Analysis
Rosemary Hayes, Ph.D., Director
Phone: (405) 325-2158

The Center for Institutional Data Exchange and Analysis (C-IDEA) was established in April 1998 to meet the growing national demand for comparative institutional research data. Its mission is to assist colleges, universities, and other higher education organizations in developing comparative data and in utilizing existing national databases for planning and decision-making.

Typically, the center’s projects are funded by two sources: grass-root support from colleges and universities and federal/state grants and contracts. As an example of projects receiving grass-root support, C-IDEA is the host of the Consortium for Student Retention Data Exchange (CSRDE). The CSRDE is supported by a diverse group of more than 470 four-year colleges and universities. Working together with these institutions, the center conducts annual retention studies and publishes a report on “Retention and Graduation Rates at U.S. Colleges and Universities” each year. This publication provides the most up-to-date and comprehensive retention data analyses in the nation, and addresses the retention and graduation rates of 80% of all first-time full time freshmen attending public institutions. It is widely used as a reference guide for bench marking retention and graduation rates on today's college campuses. The CSRDE also studies the retention and graduation of science, technology, engineering and mathematics (STEM) majors, as well as community college transfers into four-year institutions.

More recently, the center has begun an initiative to expand the CSRDE to include community colleges in its membership. This expansion will provide community colleges the opportunity to engage in cooperative data sharing and reporting activities that will address the retention, graduation, awards, and transfer issues that are important to them.

As an example of federal/state sponsored projects, the center developed the National Database on Underrepresented Minority STEM Retention with a grant from the National Science Foundation (NSF). C-IDEA is currently funded to serve as a program evaluator on the NSF Louis Stokes Oklahoma Alliance for Minority Participation program.

For more information, please visit our Web site: www.occe.ou.edu/csrde.

Center for Public Management
Bob Funston, Interim Director
Phone: (405) 573-9191
E-mail: bfunston@ou.edu

Instituted in 1994, the Center for Public Management (CPM) began as SATTRN, a satellite-training network for the Oklahoma Department of Human Services (DHS). In the 11 years since its inception, SATTRN has expanded its capabilities and customer base. CPM has provided DHS the ability to incorporate video production, interactive videoconferencing, and web-based training to its repertoire, while expanding its conferencing and classroom training capabilities. The CPM team works on over 300 projects per year on behalf of DHS and the Oklahoma Department of Health.

Research efforts have expanded the role of CPM. Call centers for child support enforcement provide customer service assistance and community outreach to Oklahoma employers, clients and non-custodial parents. The effectiveness of the call center as an alternative first line to the caseworker is being reviewed as an appropriate reallocation of resources and outsourcing. Thus far, this project has saved the state of Oklahoma millions of dollars.

CPM prides itself on its ability to adapt to a changing and evolving environment. The past 11 years are a manifestation of this thought process and the future seems to seal the fact. For more information about these programs, please contact our office at (405) 325-0519; http://www.oucpm.org.
Center for the Study of Small/Rural Schools

Jan C. Simmons, Ph.D., Director
Phone: (405) 325-1450
e-mail: jcsimmons@ou.edu

The Center for the Study of Small/Rural Schools is a cooperative effort between the University’s Colleges of Education and Continuing Education. Endorsed by the National Rural Education Association as one of its five recognized rural education research centers, the center assists small and rural schools in building and maintaining necessary knowledge bases. Founded on state-of-the-art research in the areas of school improvement and reform, restructuring, staff development, administration, and teaching, the center utilizes a multifaceted approach in assisting small and rural schools through workshops, training programs, surveys, needs assessments, and provision of technical assistance and various other services. Its clients include school boards, teachers, administrators, businesses, community groups, and rural organizations. Various areas addressed by the center include teaching methodology, school improvement issues, at-risk populations, multicultural and equity concerns, administrator preparation, school board training, educational technology, strategies for improving community-school relationships, and community development issues. The center also produces cost effective in-service videotapes that cover a wide range of relevant activities and which feature nationally recognized presenters.

For more information: http://cssrs.ou.edu/.

Children of Promise, Mentors of Hope

Cynthia Timmons, Director
Phone: (405) 325-1496

Children of Promise, Mentors of Hope is a statewide initiative to mobilize the state of Oklahoma in reaching the hidden and silent children and youth — those living with the devastation and trauma of having a parent who is incarcerated.

The College of Continuing Education of the University of Oklahoma has received funding from the U.S. Department of Health and Human Services. Partnered with Big Brothers Big Sisters throughout Oklahoma, and working through faith-based associations, educational institutions, civic organizations, prison ministries and others, Children of Promise, Mentors of Hope match mentors with these children and youth.

To learn more about us, see our Web site: http://promise.ou.edu/

Continuing Legal Education

Susan Ervin, M.A., M.S.W., Director
Phone: (405) 325-2891

The University of Oklahoma’s Colleges of Law and Continuing Education work cooperatively to provide Continuing Legal Education (CLE). CLE is offered throughout the year in convenient locations such as Oklahoma City, Norman, and Tulsa. Continuing Legal Education provides attorneys with CLE credit to fulfill their mandatory annual requirements as established by the Oklahoma Bar Association. These seminars are also excellent opportunities for paralegals, legal assistants, legal secretaries, and other professionals to obtain certification or simply to further their knowledge, performance, and marketability skills.

For more information: http://www.cle.outreach.ou.edu/.

Learning opportunities also exist for mid-career professionals in health related fields who may participate in such professional development programs as the “Legal Issues Confronting Nurses” workshop. In addition, a variety of other activities are offered via contract with companies and organizations. Call (405) 325-2891 for more information.

Education Programs

Bruce Roberts, Ph.D., Director
Phone: (405) 325-5101
Fax: (405) 325-0860
Email: broberts@ou.edu

In support of the College of Education, Education Programs delivers off-campus and self-support credit courses and cohort degree programs for undergraduate and graduate students, teachers, administrators, and school support personnel. Many of these courses are delivered in a traditional semester-hour format; others are organized in a compressed timeframe to meet the needs of participants in a flex-schedule format. Special conferences and off-campus courses are offered in all areas of education including early childhood education, adult education, rural school administration, and comparative studies in international education. Education Programs works with OU faculty and leading professionals in the field of educational administration, educational psychology, and community health to provide special conferences and workshops. School principal and school superintendent certification programs are available.

For more information call (405) 325-5101, visit us on the Web at www.cafe.ou.edu, or email cafe@ou.edu.

Engineering and Geosciences Programs

Bruce Roberts, Ph.D., Director
Phone: (405) 325-5101
FAX: (405) 325-0860
Email: broberts@ou.edu

In recognition of the critical need for career-long engineering and technical education, Engineering and Geosciences works closely with industry experts, professional engineering groups, and governmental agencies to extend the expertise of the faculties of the Colleges of Engineering and Geosciences to a wide range of U.S.-based and international clients. Through its conferences, seminars, workshops, courses, and distance-learning programs, Engineering and Geosciences is also committed to the continuing education of engineers in all aspects of technical research and development. Investment and international economic development programs involving engineering and infrastructure projects are also pivotal new directions being taken by Engineering and Geosciences. Also significant are graduate level courses leading to degrees in petroleum and chemical engineering, computer science, and geophysics which are held in international locations. Many of these courses are also delivered via electronic technology to industrial sites elsewhere in the state and beyond.

For more information call (405) 325-5101, visit us on the Web site at www.cafe.ou.edu, or email cafe@ou.edu.

Educational Testing, Evaluation, Assessment and Measurement -E-TEAM

Belinda Bisceo, Ph.D., Director
Phone: (405) 325-1711

E-TEAM provides custom designed research studies and program evaluations. Experienced researchers consult with clients to design the study, plan data collection, and determine the appropriate statistical analyses and reporting format. Data collection techniques include: surveys, interviews, focus groups, observations, custom assessments and use of existing instruments. E-TEAM also provides training services for local, state and federal projects. Half-day, full-day and two-day training workshops can be scheduled.

Evaluation Services:
- Design of Research and Evaluation Studies: Quantitative and Qualitative
- Grant writing and consultation
Executive Training~Team Quest

Carrie Reilly, M.H.R., Training Specialist
Phone: (405) 325-3248; FAX: (405) 325-7139

Executive Training~Team Quest (ETTQ) is a training and development program providing learning services for leaders, teams, and trainers in both public and corporate settings. ETTQ sponsors the Training and Development Certificate Program, operates the Challenge Course at the University, and conducts other training and leadership development.

Executive Training~Team Quest

ETTQ can help you accomplish your goals. We equip teams and leaders with skills and tools to become more effective. Through continued interaction, we strive to create a partnership where you can expect sustainable change. Our unique approach addresses the needs of adult learners through training experiences that incorporate action learning exercises, self-assessments, focused discussions, and engaging classroom instruction.

We can help you increase your bottom line results when you invest in your employees. Through our programs, your employees will improve their communication skills, enhance their leadership abilities and develop better interpersonal skills. As a group, your employees will practice how to effectively problem-solve which results in a more efficient and productive organization. We are committed to making your time and investment a rewarding experience.

Training and Development Certificate Program

The Training and Development Certificate Programs provide new and experienced trainers, and training managers knowledge, skills, and practice to help them solve organizational training and performance issues. Based on competency research conducted by the American Society for Training and Development (ASTD), this program is a solid foundation for trainers. Using experiential learning as its primary instructional tool, these programs are led by highly experienced instructors and facilitators. Two certificate programs are offered: The New Trainer Program and The Experienced Trainer Program. These two certificate programs are conducted in Norman, Dallas, and Houston in the spring and fall of each year.

For more information, please contact us at:

Executive Training~Team Quest
The University of Oklahoma
106 Constitution, Bldg. 158
Norman, OK 73072
(405) 325-0464; FAX (405) 325-1632
http://ettq.ou.edu/

Fine Arts and Architecture Programs

Bruce Roberts, Ph.D., Director
Phone: (405) 325-5101
Fax: (405) 325-0860
e-mail: broberts@ou.edu

The resources of the Colleges of Fine Arts and Architecture are extended to the lifelong learner through a variety of on- and off-campus credit and non-credit courses. In fine arts areas, talented OU faculty in the visual and performing arts offer their expertise in activities ranging from introductory arts appreciation courses to graduate-level research and composition. In addition, local and international non-credit workshops and camps are offered to pre-collegiate through professional-level students and professionals. In architecture, courses are designed to expand understandings of design related to various areas of study including construction science, planning, landscape and interior design. The philosophy of the program is to
stimulate academically superior students with intellectual challenges and exciting learning experiences in the applied, visual, and performing arts. Participants discover new concepts, philosophies and perspectives as they enjoy the artistic riches dedicated to the advancement and understanding of the human experience central to culture and civilization.

For more information call (405) 325-5101, visit us on the Web at www.cafe.ou.edu, or email cafe@ou.edu.

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**Health Promotion Programs**

Darryl Tonemah, Ph.D., Director  
**Phone:** (405) 325-1790; **FAX:** (405) 325-7126

Health Promotion Programs (HPP) was incorporated into the University of Oklahoma's College of Continuing Education in 1985 to meet the emerging needs in health promotion and wellness, particularly among native people throughout the United States and Canada. Health Promotion Programs provides an array of services including, but not limited to: conference planning and logistics, workshop development and facilitation, event organization and management, strategic planning, curriculum development, grant and report writing, and technical assistance. These services target community, worksite, school and health care organizational settings. The staff is dedicated to doing whatever it takes to assist organizations and communities towards the goal of facilitating healthy lifestyle behaviors and creating healthy environments.

Annually, Health Promotion Programs conducts the largest native population health and wellness conferences in North America, including the Wellness and Native Men and Wellness and Native Women conferences as well as Wellness and Spirituality. Other Native conferences have targeted specific health topics—for example, diabetes prevention and living well with disabilities. Health Promotion Programs also provides training in Native Fitness and Mental Health, and encourages/facilitates efforts towards empowerment within native tribes and communities. Health Promotion Programs regularly seeks to collaborate with the American Indian Institute, the Southwest Prevention Center, the National Center for Disability Education and Training, and other ‘sister’ programs within the Public and Community Services Division of the College.

For more information, call (405) 325-1790, or check our Web site at http://hpp.ou.edu/.

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**Health Sciences Programs/Intersession/Special Projects**

Susan Ervin, M.A., M.S.W., Director  
**Phone:** (405) 325-2891

Students in Oklahoma City and those with inflexible schedules stand to gain from an array of credit and non-credit courses offered between regular semesters and in Oklahoma City locations. Health Sciences Center students and others in the greater Oklahoma City metropolitan area benefit from OU graduate and undergraduate credit courses offered throughout the academic year at the Health Sciences Center

Intersessions, held between regular OU semesters (December, May, and August), gives students the opportunity to complete a general education requirement and earn credit toward graduation or to study in specialized courses not offered during the regular semester session.

To check the Intersessions schedule: [http://www.intersession.ou.edu](http://www.intersession.ou.edu).

In conjunction with Oklahoma City Community College, this department coordinates OU undergraduate courses held at the community college. Offering these courses helps transfer students complete an associate’s degree and continue toward a bachelor’s degree at OU.

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**KGOU Radio**

Karen Holp, M.A., General Manager  
**Phone:** (405) 325-3388

KGOU Radio is a full-service public radio station presented as a community service by the University of Oklahoma Outreach. KGOU broadcasts 19 hours per day, 5 A.M. to midnight, to more than 12 Oklahoma counties. With professional management staff, part-time student staff and collegiate interns, KGOU provides a unique program service to the citizens of Oklahoma.

National Public Radio’s award-winning news programs, “Morning Edition” and “All Things Considered”, and award-winning talk programs “The Diane Rehm Show” and “Talk of the Nation” form the core of the program schedule. A variety of other informational programs from the BBC, Public Radio International and independent producers round out a schedule of 91 hours per week of news magazines, discussions, call-ins, in-depth interviews and features. These programs offer a diverse range of topics including breaking news stories, politics, business, medicine, science, literature and international affairs, as well as gardening, cooking, comedy and entertainment. The presentations move between serious current issues and civil discussion to humor, culture and the arts.

Locally the station produces news stories, features, and documentaries, a weekend blues show and world music show in addition to Assignment: Radio, a program produced by students who earn class credit for their work. KGOU highlights a wide range of local community events through its on-line and on-air calendars. In addition, the station is a partner in Jazz In June, a free concert series held annually in Norman.

University of Oklahoma students have opportunities for hands-on experience through practicum, internship and other courses offered through the Gaylord College of Journalism and Mass Communication, as well as through paid part-time positions in the various departments within the station.

With assistance from the University of Oklahoma, KGOU relies on listener, business and corporate support to maintain a high quality service for the communities it serves. For a current program schedule or information on becoming a financial supporter, tune to KGOU at 106.3 FM in Cleveland County or KROU at 105.7 FM in Oklahoma County, visit our Web page at www.kgou.org, or call (405) 325-3388.

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**The Lean Institute**

R. Clint Miner, Ph.D., Project Manager  
**Phone:** (405) 325-1262

Under contract with Tinker Air Force Base, CCE implemented The Lean Institute at Tinker AFB in order to assist the largest single site employer in Oklahoma with workforce transformation of Air Force logistical operations. The Lean Institute provides the Tinker workforce with the training and skills necessary to ensure that Tinker continues to be the U.S. Department of Defense leader in efficient, quality support to the U.S. Air Force. The Lean Institute is a collaborative effort between OU Outreach, OU’s College of Engineering faculty and other partners including Rose State College. The OU team provides training in three core areas: SCOR, Lean and Six Sigma. OU has developed training workshops for every level of Tinker employee. More than 4,000 employees are expected to participate in 120 workshops and seminars offered during the year. The Lean Institute has also offered its programs to the State of Oklahoma Department of Human Services and is expanding to offer programs to additional companies and organizations.

For more information call (405) 325-9135.
Mid-Continent Comprehensive Center

Belinda Biscoe, Ph.D., Director
Phone: (405) 325-1729; FAX: (405) 325-1824
The Mid-Continent Comprehensive Center provides frontline assistance to States to help them implement NCLB and other related Federal school improvement programs and help increase State capacity to assist districts and schools meet their student achievement goals. Regional Centers must be embedded in regions and responsible for developing strong relationships and partnerships within their regional community. The Mid-Continent Region Comprehensive Center (MC3) serves the states of Arkansas, Kansas, Missouri, and Oklahoma.

For more information about the wide ranging activities and services provided by MC3, please visit our Web page: www.mc3edsupport.org

National Center for Disability Education and Training

Rebecca F. Cook, Director
Phone: (405) 325-0158
The goal of the National Center for Disability Education and Training (NCDET) is to further employment and career opportunities for people with disabilities which enhance their lives and the communities in which they live. NCDET provides employment training, technical assistance, and leadership development to organizations and businesses, and offers valuable resources to both public and private organizations.

Programmatic areas of (NCDET) are funded primarily through grants with the U.S. Department of Education National Science Foundation, and other federal and public entities. Programs draw upon instructors from several OU academic departments, as well as from the ranks of private management consultants, faculty from other leading universities, national and state government and legislative leaders, and executives and managers from successful public and private agencies.

NCDET programs include the Statewide Independent Living Center (SILC), Supported Employment Training, Career Specialist Orientation, and Social Security Benefits Assistance, among others. For more information call (405) 325-0158 or 9006.

National Conference Logistics Center

Jan C. Simmons, Ph.D., Director
Phone: (405) 325-3760
e-mail: jcsimmons@ou.edu
The National Conference Logistics Center (NCLC) assists national, regional and local agencies and organizations in designing, developing, and coordinating conferences that meet the specific needs of their clientele. National and state agencies typically offer conferences in an effort to educate their clients and grantees regarding new programs, regulations, and best practices. International professional associations seek to help their members keep abreast of new regulations and innovations in their fields and to provide the opportunity for professional conferencing and networking. NCLC conducts conferences small and large (from 10 to 10,000) nationally and internationally.

NCLC calls upon the strengths of faculty and staff of the College of Continuing Education and the University of Oklahoma at large, in addition to a wide range of other resources and consultants in recommending appropriate expertise and presentation skills in various fields of study. The director and staff of NCLC have extensive experience and demonstrated success in designing content, providing logistical support, and conducting large national and international conferences of high impact, visibility, and national or international acclaim. NCLC provides the infrastructure, support, and expertise needed to successfully market and conduct your conferences.

For more information: http://www.conferencepros.org/

Mid-Continent Comprehensive Center

National Resource Center for Youth Services

Peter Correia III, M.S.W., Director
Phone: (918) 660-3700
The National Resource Center for Youth Services (NRCYS) is committed to enhancing the quality of life of our nation’s youth and their families by improving the effectiveness of human services. NRCYS works first to identify topics crucial to the needs of child welfare and youth services agencies and then to develop and provide training, technical assistance, and resources to respond to these identified needs. NRCYS is dedicated to assisting agencies through the development of training and technical assistance opportunities that enable child welfare and youth services professionals to take full advantage of available effective practices.

NRCYS’ team of conference coordinators plans a minimum of ten state, regional, and national conferences each year. The National Resource Center is the national leader in the development and implementation of teen conferences for foster care and former foster care youth. NRCYS has sponsored for over 10 years the only national youth leadership development conference, “Destination: Future,” for older foster and homeless youth.

In conjunction with training, NRCYS publishes and disseminates state-of-the-art materials in the areas of child welfare and youth services. NRCYS pursues model programs and training products from across the country to develop and market at reasonable costs to social service providers. Residential Child and Youth Care Professionals and Managing Aggressive Behavior, both developed and published by NRCYS, are the curricula of choice for emergency shelters, hospitals, therapeutic foster care programs, and community-based residential programs throughout the United States and Canada. The National Resource Center certifies more than 150 trainers each year to provide in-house training to their agencies on these two established programs. NRCYS also offers a national residential child care worker certification program for direct care staff working in shelters, group homes, and residential programs. To date, there have been over 1,000 workers certified through this program.

In addition to its own training programs, the center coordinates and manages a number of state, regional, and national training programs through contracts with state and federal public human services agencies. NRCYS manages the Juvenile Personnel Training Program (JPTP) which offers free training to Oklahoma’s public and private sector agencies. Since 1975, JPTP has been active in planning and coordinating statewide efforts to enhance the services provided to children and youth in Oklahoma.

NRCYS works with the Oklahoma Department of Human Services to plan and coordinate a comprehensive statewide foster and adoptive parent training program. The Resource Families Training Program (RFTP) provides pre-service and in-service training for prospective foster, adoptive and kinship parents. This program offers flexible scheduling at night and on weekends so that individuals committed to foster, adoptive, and kinship parenting can access the education they need. In addition to this program, NRCYS works with the Oklahoma Department of Human Services to provide training, technical assistance and assessment services in the Oklahoma Independent Living Program. This program is designed to provide services to youth in foster care to assist them with their successful transition to adulthood.

Through a cooperative agreement with the U.S. DHHS Administration for Children and Families, the National Resource Center for Youth Development (NRCYD) operates under the NRCYS umbrella and provides free on-site training and technical assistance to state, local, and tribal publicly administered and supported child welfare agencies across the country. Each year, NRCYD provides technical assistance and training to over 5000 participants from all 50 states, Puerto Rico and the District of Columbia.

For more information direct inquiries to:
NRCYS
Schusterman Center
4502 E. 41st Street, Building 4W
Tulsa, OK 74135-2512
Phone: (918) 660-3700; FAX (918) 660-3737
www.nrcys.ou.edu
Oklahoma Professional Development Program

Helen Casey, Ph.D., Director
Phone: (405) 325-1238
e-mail: hcasey@ou.edu

The Oklahoma Professional Development Program is funded by a grant under Title III of the No Child Left Behind Act. It is a five-year project to provide professional development to teams of school administrators, teachers, and paraprofessionals on best practices for teaching English language learners (ELL). Throughout the five-year period courses will be offered to qualified teams of school personnel, who have or expect to have English language learners in their classrooms. The program services are integrated through a partnership between two institutions experienced in preparing teachers of English language learners, the University of Central Oklahoma and the University of Oklahoma, with the Oklahoma State Department of Education and the two largest urban districts in the state, the Oklahoma City Public Schools and the Tulsa Public Schools.

The goal is to increase the number qualified educational personnel serving English language learners in the state of Oklahoma. To learn more about the classes and services provided by OPDP, visit our Web site: http://www.occe.ou.edu/opdp/.

Oklahoma Scenic Byways Program

Pamela Lewis, Project Manager
Phone: (405) 325-2848

The Oklahoma Scenic Byways Program is a coordinated partnership between the Federal Highways Administration, The Oklahoma Department of Transportation, and OU Outreach. The mission of the program is to protect and develop Oklahoma’s valued roads and historic sites. Designation as a byway can occur at the state and Federal level. The program encourages efficient management of the byway corridor and empowers local communities with the tools, resources and support they need to develop their unique characteristics. The program captures our state’s treasured places while travelers gain a new awareness for Oklahoma’s destinations.

For more information call (405) 325-2848, or to explore Oklahoma’s current byways, check our Web site at www.okscenicbyways.org.

OU CCE Training and Research Center

Deborah S. Haddock, Director
Phone: (405) 573-9191
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The primary mission of the CCE Training and Research Center (CCE TRC) is to provide turn-key facility operations to our clients. CCE TRC can provide space, staff, furniture, office supplies, computer equipment, technical support, and other services tailored to fit our clients’ needs.

CCE TRC also hosts conventions, conferences, meetings, satellite downlink broadcasts, as well as traditional classroom training. Upon request, CCE TRC will create and provide custom instructor-led training, including a wide variety of Franklin Covey seminars and technical, hands-on courses.

The CCE Training and Research Center operates the OU/DHS Training Center in Norman, Oklahoma. The OU/DHS Training Center is a 37,000 square-foot facility that delivers approximately 60,000 training days of instruction per year. It houses training and administrative space for the CCE SATTRN contract and CCE’s National Resource Center for Youth Services. CCE TRC also provides ten remote computer-training labs for the SATTRN contract located throughout Oklahoma. The Center also administers facilities for the Center for Public Management, the CPM CARE Center and the CPM DDSD HIPPA Project.

OU Sooner Flight Academy

Lauren Mitchell, Program Director
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e-mail: lmitchell@ou.edu

The OU Sooner Flight Academy uses aviation and flight to inspire students of all ages to learn advanced science, math, and engineering concepts. The Academy offers teacher training programs, Elderlearn classes for senior citizens, custom designed programs for math and science classes in public and private schools in grades K-12, and week long summer camp programs that run through June and July for children ages 4-18. Academy programs have produced measurable results in science and math scores and encourage students of all ages to pursue higher education degrees. Parents comment that their children are more confident and strive to do better in math and science after being exposed to the Academy’s programs. For more information visit our Web site at http://flightcamp.ou.edu or call (405) 325-1635.

Precollegiate Programs

Chris Elliott, Program Director
Phone: (405) 325-6897

Precollegiate Programs provides academic experiences and leadership training for pre-college students, grades 1-12. Programs include Summer Academies in Math and Science, Model United Nations of the Southwest, Sooner Debate Workshop, ACT and PSAT Preparation Courses, Mini College, Fellowship for Christian Athletes, Soccer Camps and Horizons Unlimited. For more information on any Precollegiate Program call (405) 325-6897, or visit our Web site at http://youth.ou.edu.

Horizons Unlimited

Horizons Unlimited is an intensive one week summer program for the academically gifted and talented youth. The philosophy of the program is to stimulate academically superior students with intellectual challenges and exciting learning experiences. The students discover new concepts, philosophies and perspectives as they enjoy a preview of the riches available on a major college campus. Gifted and talented students can take part in enrichment courses offered at the University throughout the school year. These programs are one- or two-day programs taught by University faculty.

Public Service Institute

John E. Steffens, Ph.D., Executive Director
555 E. Constitution St.
Norman, OK 73072

Created in 1996, this think tank of ideas brings together stakeholders and policymakers to talk about emerging education, health, economic, and social policy issues. These open forums allow leaders to discuss pertinent strategies for approaching what needs to be done to accomplish forward progress on pressing problems. For more information call (405) 325-1731.

Senior Adult Services

Chris Elliott, Program Director
Phone: (405) 325-3488

Senior Adult Services provides educational and enrichment opportunities for older learners facilitated through various programs.

Mornings with the Professor

This exciting program provides older learners the opportunity to continue their learning experiences with some of OU’s most interesting faculty. In this series, OU faculty select a favorite topic and volunteer their time to participate in this long-running and successful program.
Scenic Sites for Seniors

The Oklahoma Scenic Byways program has teamed with Senior Adult Services to bring Scenic Sites for Seniors. This exciting new program provides seniors an opportunity to learn about sites right here in Oklahoma. Trips include the Oklahoma Route 66 Museum; a mock Legislative session, tour of the Oklahoma State Capitol and a tour of the Oklahoma Historical Center; and a two-day trip to the scenic Talimena Drive.

The University of Oklahoma Book Club

Let Senior Adult Services take you through some of the greatest works in literary history. This special series will meet monthly, covers eight different works, and will include stimulating conversation. Led by Dr. Rufus Fears from OU’s Classics department, this program has proven to be one of Senior Adult Services most popular.

Grand Camp

Grandparents and grandchildren come together at one of Oklahoma’s beautiful state parks to experience Native American art, music, culture, and heritage. Spend the week in comfort at either Roman Nose Lodge in Watonga, or Western Hills Guest Ranch in Wagoner.

Senior Seminars

Designed to offer seniors an avenue for continued learning of a specific topic, Senior Seminars is an exciting way to keep adult learners interested in a specific subject. Offered each fall and spring, this series lasts four-eight weeks and topics change each semester.

Elderlearn

Elderlearn is a time to come together to share one day learning a specific topic. These courses are taught by knowledgeable and entertaining University of Oklahoma faculty.

For more information call (405) 325-4172, or visit our Web site at http://www.senioradult.outreach.ou.edu.

Southwest Prevention Center

E. Joe Wiese, M.S., L.P.C., C.P.S., Director
Phone: (405) 325-1454

Formerly known as the Southwest Regional Center for Drug-Free Schools and Communities, the Southwest Prevention Center (SWPC) strives to cultivate healthy, drug-free environments through community, school and organizational capacity building. SWPC provides training, technical assistance, materials development, program evaluation, and information dissemination to schools, community-based coalitions, policy makers and other social service and professional agencies.

The Center’s most prominent grant project, the Southwest Center for the Application of Prevention Technologies (Southwest CAPT), is funded by SAMHSA’s Center for Substance Abuse Prevention (CSAP). The Southwest CAPT serves as a catalyst for knowledge transfer and prevention research application across the Southwest region, linking scientifically defensible research to practice within states and communities. SWPC brings to this effort its ability to create and sustain collaborative initiatives in which systems at multiple levels share information, experiences and strategies. The Southwest CAPT project also relies upon the SWPC’s extensive experience in tailoring technologies for multiple audiences through a variety of delivery systems, both conventional and electronic. By empowering positive growth and change in communities across the Southwest region, SWPC staff has earned a national reputation for excellence. For more information call (405) 325-1454, or visit the Web site at http://www.swcapt.org.

Television and Satellite Services

Chris Turner, Special Projects Producer/Marketing
Phone: (405) 325-1618
e-mail: cturner@ou.edu

Television and Satellite Services (TVS-Ops) provides a complete video production facility. With concept-to-completion capabilities TVS-Ops offers a broadcast ready on-line control room and studio. Their digital (linear and non-linear) editing includes state of the art Avid editing as well as the Media 100 for any post production and computer graphic needs. TVS-Ops offers Satellite uplink and fiber-optic transmission capabilities to distribute events and information from the campus to the entire world. Their satellite downlink and connection with the State Regents fiber-optic network offers access to information and events from all over the planet.

The professional staff provides a wide range of audio and video production services including all aspects of scriptwriting, coordination of electronic field, studio, post production (editing) and distribution. TVS-Ops provides the OU faculty and campus a valuable recourse through its capacity to tape satellite programming off-the-air for viewing or utilization at a later date. For more information or to contact one of the TVS-Ops staff please call (405) 325-2493.

U. S. Postal Service National Center for Employee Development

Richard W. Little, Ed.D., Program Director
Phone: (405) 325-1931

Under contract with the U.S. Postal Service, CCE provides 213 instructors and personnel for the Norman-based U.S. Postal Service National Center for Employee Development, the sole technical training facility for the USPS and one of the most modern training centers in the world. Instructors teach hands-on maintenance courses on computer-driven mail processing equipment, electronics, building support systems, and postal vehicles. Offering more than 70 courses, varying in length from two days to nine weeks, the center trains more than 60,000 postal technicians a year through resident and distance learning training. For more information call (405) 366-1931.
Workforce Oklahoma
Training Institute

Edward L. Gregorio, M.Ed., Director
Phone: (405) 325-1443
FAX: (405) 325-3862

The Workforce Oklahoma Training Institute provides assistance to the Oklahoma Workforce Development system in improving quality by creating career development programs and increasing the knowledge and skills of those professionals engaged in the development of Oklahoma’s labor force. The primary focus of the Institute is the provision of capacity building for the Oklahoma Career Center system. The Career Centers are the organizing vehicles for transforming the fragmented array of employment and training programs in the state into a comprehensive and integrated service delivery system that will meet current and future employment, education and training needs of Oklahoma’s job seekers and employers. The Oklahoma Career Centers are rich in occupational and labor market information and offer customers a choice of available services and service providers.

A second focus of the Institute is to provide training and capacity building for staff employed under the Workforce Investment Act (WIA) to implement and operate programs authorized under the Act. The Institute also extends technical assistance to the 12 Service Areas under WIA that assists in the development of employment and training policies and procedures. Although WIA staff members are the primary recipients of this training and assistance, staffs from other state and local agencies, which are Partners in the Career Centers, are afforded the opportunity to attend the training sessions also.

The Institute currently offers three certificate programs one of which is a professional certificate and the other two paraprofessional. The Employment and Training Professional Certificate offered by the Institute is co-sponsored by the Workforce Oklahoma Employment and Training Association. The second certificate program is the Group Career Counseling Certificate. The third program offered is a Workforce Development Quality Leader certificate. All three certificate programs prepare staff to work in career development environments.

For more information: http://www.workforceok.org/.
College of Earth and Energy

Sarkeys Energy Center, Suite 510
Norman, OK 73019-1008

Internet: www.cee.ou.edu

Table of Contents
Administrative Officers.....................177
Degrees Offered ................................177
General Information.........................177
Programs for Academic Excellence......177
Undergraduate Study.......................177
Minors........................................179
School of Geology and Geophysics ....179
Degrees Offered ..............................179
General Information .......................179
Undergraduate Study.......................182
Graduate Study................................183
Mewbourne School of Petroleum and
Geological Engineering ..................184
Degrees Offered ..............................184
General Information .......................184
Undergraduate Study.......................185
Graduate Study................................185
Oklahoma Geological Survey .............186
Sarkeys Energy Center.....................187

Administrative Officers
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Relations
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e-mail: jwritz@ou.edu

Degrees Offered
• Bachelor of Science in Geology
• Bachelor of Science in Geophysics
• Bachelor of Science in Petroleum Engineering
• Master of Science
• Doctor of Philosophy

General Information
The College of Earth and Energy is a progressive change for the university
and a center of excellence with an emphasis on energy education and
research. The college addresses the needs of educating students for the
future and conducting research that will benefit the energy, industry and our
environment. Students, undergraduate and graduate, are considered the
primary and most important product of the College of Earth and Energy at
the University of Oklahoma. The college mission is to prepare students for
their roles as the next generation of Earth and energy resource scientists by
providing the highest quality of education available in the world, through
excellence in teaching, broad opportunities in experiential learning, and
interactions with current leaders in academia and industry. The School of Geology and Geophysics and
the Mewbourne School of Petroleum and
Geological Engineering are the academic units
within the college. Research units include the
Oklahoma Geological Survey and Sarkeys
Energy Center. The colleges focus is on
hydrocarbon-based energy and consist of the
outstanding strengths of each unit. The
combining of these academic and research
units into one college is a benefit to both
areas who share in the knowledge that a
basic understanding of the earth system is a
prerequisite for progress in the more
applied hydrocarbon areas. Broadening
excellence in the earth and environmental
sciences is a logical step for the College of
Earth and Energy.

Programs for Academic
Excellence
PARTICIPATION IN THE HONORS
PROGRAM
A high percentage of eligible university undergraduate
students participate in the university-wide Honors Program
described elsewhere in this catalog. Specially designed Honors courses and
seminars provide the Honors student with small classes and opportunities
for interaction with the university's best and brightest faculty members,
both within the student's major field of study and in other courses used to
satisfy curricular requirements.

Undergraduate Study
ADMISSION TO THE UNIVERSITY
Students must be admitted to the University of Oklahoma before being
admitted to the College of Earth & Energy. Please refer to the "Admissions,
Enrollment, and Student Financial Services” section of the catalog for
detailed information on admission to the university. First-year students are
admitted to the University College. Inquiries concerning admission to the
university and University College should be addressed to the: Office of
Admissions, University of Oklahoma, 1000 Asp Avenue, Room 127,
Norman, OK 73019-4076. Students should carefully assess their potential
to meet the College's requirements before committing to attend the
University of Oklahoma with a proposed major in Geology, Geophysics or
Petroleum Engineering.

ADMISSION TO THE COLLEGE
Students will be admitted to the College of Earth and Energy once they
declare a major in Geology, Geophysics or Petroleum Engineering and
complete the following requirements:
• Applicants who are direct from high school must be admitted to OU and have earned 24 semester credit hours with a combined retention grade point average of 2.0 or higher.
• Students transferring to the University of Oklahoma College of Earth and Energy must have a retention GPA of a 2.5.
• University of Oklahoma readmits must have an OU retention and combined retention GPA of a 2.5 before being admitted into the College of Earth and Energy.

See the individual school sections for additional grade requirements.

STUDENT ADVISEMENT
Each student meets with a faculty adviser during enrollment periods and as necessary during the academic year. The College of Earth and Energy Student Services is staffed by an academic adviser who is available for student support. Students may visit with the academic counselor in the 510 Sarkeys Energy Center, during normal working hours, or they can call (405) 325-4005. Although the dean’s office and the school/department office check each student’s records, the responsibility for meeting graduation requirements lies with the student and not with the adviser, the school/department or the dean.

SCHOLASTIC REQUIREMENTS
A student must maintain at least a 2.00 average in order to be in good standing in the College. Any student whose combined or OU retention grade average falls below 2.00 is on academic performance contract. Further, any student whose major or curriculum OU and/or combined retention grade point average falls below a 2.00 is on academic performance contract. The Mewbourne School of Petroleum and Geological Engineering and the School of Geology and Geophysics have additional grade requirements. For details, see the specific school chapter in this section of the catalog.

COLLEGE TEN-YEAR LIMITATION RULE
A student may elect to graduate under the requirements for an undergraduate degree set forth in the catalog in effect at the time of his or her first enrollment in the state system, provided that he or she completes the work for a degree within a maximum of six years. If the work for a degree covers a period longer than that specified by the College, the College will determine the degree plan in effect for that student’s graduation. Credit in a student’s major which is more than 10 years old may not be applied toward a bachelor’s degree unless it is validated by the major department or by each department if the student’s major is interdisciplinary.

TRANSFER STUDENTS
a. Students transferring to the University of Oklahoma College of Earth and Energy must have a retention GPA of a 2.5.
b. Students should check transfer equivalencies on the transfer equivalency tables on the OU home page at [http://www.ou.edu/admrec/tetables.htm](http://www.ou.edu/admrec/tetables.htm).
c. Students should visit the College of Earth and Energy Dean’s office to determine exactly how their transfer credits apply to their degree program.
d. Pass/No Pass course enrollments may not be used to satisfy College of Earth and Energy course requirements.
e. Academic credit from any division of the University of Oklahoma — Norman campus, OU Health Sciences Center, OU-Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of admission or readmission to the University, and to the individual colleges within the University. (See also Residence Requirements under Graduation Requirements.)

SCHOLARSHIPS AND FINANCIAL AID
Students entering the University of Oklahoma are eligible to apply for any of the general scholarships awarded by the University Scholarship Committee. General scholarships are awarded on the basis of academic achievement and financial need. These scholarships and other forms of financial aid may be applied for through the Office of Financial Aid Services, University of Oklahoma, 1000 Asp Avenue, Room 216, Norman, OK 73019-4078.

In addition to general scholarships offered through the University of Oklahoma, the College of Earth and Energy offers several scholarships sponsored by alumni and industry. In addition, the School of Geology and Geophysics and the Mewbourne School of Petroleum & Geological Engineering offers many scholarships sponsored by alumni and industry. You may contact the schools directly for application information.

COLLEGE GRADUATION GPA REQUIREMENTS
To obtain credit toward any degree in the college of Earth and Energy, a student must have a 2.0 combined retention grade point average in all coursework attempted, a 2.0 grade point average in all coursework attempted in their major area, a 2.0 grade point average in their curriculum and a 2.0 OU retention grade point average. Any student whose combined retention and/or OU retention grade point average falls below 2.0 is placed on enrollment contract. The Schools of Petroleum and Geological Engineering and Geology and Geophysics have additional grade requirements. For details, see the specific school section in this chapter of the catalog.

Graduation Requirements

BASIC REQUIREMENTS
The College of Earth & Energy is organized into departments and schools.

The degree of Bachelor of Science qualified by the name of the field pursued is conferred upon graduates of the College.

The student must satisfy the following requirements:

1. Curricular Courses: complete all prescribed curricular courses or equivalent courses as approved by the faculty.
2. Two-year College Transfer Credits: a minimum of 60 semester hours must be earned in a senior college for a baccalaureate degree.
3. Catalog Requirements: fulfill all requirements listed in the catalog. Although the dean’s office and school office check each student’s records, the responsibility for meeting graduation requirements lies with the student, and not with the adviser, the school or the dean.
4. Be in good academic standing with the College and the University.
5. Make application for the degree by March 1 for spring graduation, November 1 for fall graduation and June 1 for summer graduation.
6. To insure that the above conditions will be met, the student should request the College of Earth and Energy to make a degree check by completing the Graduation Self Check form. This action should be taken no later than the semester before the student expects to graduate.
7. Residence Requirements: to be recommended for a degree, a candidate must have:
   a. spent at least two semesters or the equivalent in residence in the College of Earth and Energy;
   b. completed at OU 36 of the last 60 hours in residence. Twenty-four of these 36 hours must be in the major field;
   c. fulfilled the grade and grade point requirements of the College and School; **NOTE:** Academic credit from any division of the University of Oklahoma — Norman campus, OU Health Sciences Center, OU-Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of determining completion of degree requirements.

Degrees are formally conferred at spring commencement and convocation exercises. However, degrees are also awarded in absentia at the end of each fall semester and summer session. All diplomas are mailed to students following the official graduation date. The degree and date of the diploma are entered on the student’s permanent academic record. The date of graduation is the last day of the semester or summer session in which all requirements for the degree are completed. When a student completes all requirements for a degree other than at the close of a semester or summer session, the Office of Academic Records, upon request, will issue a certified statement that the student is eligible for the degree as of the date when the requirements for the degree were completed.
DEAN’S HONOR ROLL
To be eligible for the College of Earth and Energy Dean’s Honor Roll, a full-time undergraduate student must earn at least 1.2 or more hours (hours of A, B, C, D, S) and attain a grade point average of 3.00 or higher during a regular fall or spring semester. Part-time students may qualify for the honor roll by earning at least six but less than 12 hours and attaining a grade point average of 3.00 or higher, provided they have no W’s for that semester. There is no college honor roll during the summer session or during intersession, and hours and grades earned during these sessions are not included in any way in determining eligibility for inclusion on regular semester honor rolls.

MINORS
The College of Earth and Energy offers the students the option of declaring a minor subject. A minor in the college is available in Geology and the specific minor requirements can be found in the Geology and Geophysics section of the catalog. Students may complete minors in other areas and these will be posted on the transcript after graduation. For a listing of the minors offered at the university, reference the OU catalog or Web site.

Second Bachelor’s Degrees
A student who has completed the requirements for the bachelor’s degree at OU may also receive a second bachelor’s degree at OU upon the completion of the curriculum prescribed for the second degree, provided that the work completed includes at least 30 additional hours of upper-division geology, geophysics or engineering (according to second undergrad degree program), applied science and elective courses appropriate to the field of the second degree at OU. These courses must be over and above the credit hours required for the first degree.

School of Geology and Geophysics

R. Douglas Elmore, Interim Director
Dr. Paul Philp, Graduate Liaison
Sarkeys Energy Center, Suite 810
Norman, OK 73019-1009
Phone: (405) 325-3253
FAX: (405) 325-3140
Internet: http://geology.ou.edu

Faculty Roster
Professors Abousleiman, Elmore, Engel, Forgotton, Gilbert, Keller, London, Mitra, Philp, Reches, Slatt, Westrop; Associate Professors, Lupia, Pigott, G. Soreghan, Weaver, R. Young; Assistant Professor M. Soreghan.

Degrees Offered
- Bachelor of Science in Geology (options in: environmental geology, general geology, paleontology and petroleum geology)
- Bachelor of Science in Geophysics (options in: general geophysics and exploration geophysics)
- Master of Science—Geology, Geophysics
- Doctor of Philosophy—Geology, Geophysics

General Information
Charles Gould founded the Department of Geology in 1900. During the early part of this century, Gould and other faculty members pioneered the application of geological and geophysical techniques in the search for petroleum, and as a result of their efforts the department gained early recognition in the field of petroleum geology. In the 1930’s the title of the department was changed to school in recognition of the national prominence of the program. Later, geophysics was added to the title and an undergraduate degree in geophysics was instituted. Today, we offer baccalaureate degrees in geology and geophysics (with specialization options in each discipline), and masters and doctoral degrees in geology and in geophysics as well. The School, which is housed in the Sarkeys Energy Center, presently consists of 20 full-time faculty members and approximately 62 undergraduate students and 72 graduate students. Our graduates are distinguished professionals working in industry, academia, and government organizations.

Geology is the study or science of the solid Earth and is one of several related subjects commonly grouped in the geosciences. Geologists are concerned primarily with rocks that make up the outer part of the Earth and the fluids and resources they contain, as well as various aspects of the Earth’s deeper interior. An understanding of the Earth involves principles of physics, chemistry, and biology (but with the time domain emphasized, as in stratigraphy and paleontology). The study and mapping of surface forms is shared with geography. Hydrogeology is the study of subsurface fluids and their role in geologic processes, such as contaminant transport. An understanding of fluids is crucial in understanding ore formation and petroleum migration. Paleontology, the study of records left by animals and plants that lived in past ages, is part of geology and involves fundamental aspects of biological science.

Geophysics is the scientific study of the Earth using the methods of physics. The aim of geophysics is to determine the composition and state of the Earth’s interior, and the manner in which internal processes produce the observed features of the Earth’s surface, primarily through methods of remote sensing. Our geophysics teaching and research concentrates on gravity studies, exploration and development seismology for hydrocarbons, near-surface hydrologic problems, and imaging of shallow structures; geomagnetics and paleomagnetics; geomechanics; and terrestrial heat flow studies.

The mission of the School of Geology and Geophysics is to be a premier program in the petroleum geosciences as studied through geological and geophysical methods. At its core, however, the School is dedicated to providing a spectrum of educational programs that give our graduates the breadth needed to in the multidisciplinary realm of this profession, and which afford opportunities for undergraduate or advanced study in many of the most exciting subdisciplines in the geosciences today. We maintain disciplinary strengths in five areas: Energy, Earth Chemistry, Geophysics, Lithospheric Dynamics, and Paleoclimate-Paleoenvironments-Ancient biosphere. Consequently, the school strives to provide the intellectual environment where students can develop into successful modern geoscientists able to understand, manage, predict, and in some cases control the dynamic processes of Planet Earth.

Programs for Academic Excellence
For the student, excellence can be achieved through immersion in the science itself.
- Students are encouraged to participate with their peers in professional societies through local chapters.
- Seminars and colloquia are regularly offered in the School featuring presentations of the latest advances in the geosciences by experts in the field.
- Students are actively encouraged to become involved in current faculty research projects, develop their own research projects, and present these results at regional and national meetings with school support.
- Opportunities for summer employment in professional and research settings are promoted.
- Strong connections are maintained with the Oklahoma Geological Survey, where many environmentally and economically important site-specific problems are being investigated.
- The School, together with the Oklahoma Geological Survey, maintains one of the best Geology and Geophysics libraries in the country.
- Interdisciplinary programs with other departments are encouraged.
Special Facilities and Programs

**BASIN ANALYSIS LABORATORY**

Petroleum system analysis requires the integration of geology, geophysics, petrology, geochemistry, and risk analysis. For basin modeling, this work station and micro-computer laboratory complements the seismic stratigraphy MPI Laboratory by taking the output an additional step. For basin analyses, the lab incorporates ProComm’s Basin Modeling Toolbox, and the P. River’s BasinMod, BasinView, and BasinFlow software. Both 1D and 2D models for tectonic subsidence analyses and for geochronology are performed from either importing seismic line data and/or from generating models from borehole data. Risk analyses are performed using our own fuzzy arithmetic and other dynamic algorithms as well as Palisade’s @Risk.

**ELECTRON MICROPROBE LABORATORY**

The electron microprobe laboratory is built around a fully automated Cameca SX50 microanalyzer that incorporates the latest innovations in hardware, software, and computing capabilities. The five wavelength-dispersive spectrometers and a new PGT energy-dispersive detector are integrated with all analytical and imaging functions (which include secondary electron, backscattered electron, x-ray, and cathodoluminescence). The system provides quantitative elemental microanalysis of boron to uranium; rapid qualitative analysis (B to U); digital acquisition of electron, x-ray intensity, and visible luminescence images; image analysis and other data processing routines. A full description of the laboratory and its functions is available at [http://research.ou.edu/Microprobe/OUEMPLHome.asp](http://research.ou.edu/Microprobe/OUEMPLHome.asp).

The S. M. Noble Electron Microscopy Laboratory, located in George Lynn Cross Hall, augments the electron microprobe facility with high-resolution SEM (JEOL 880) and TEM (JEOL 2000FX) electron microscopes.

**EXPERIMENTAL PETROLOGY LABORATORY**

The experimental petrology laboratory has facilities for mineral synthesis, studies of phase equilibria of heterogeneous reactions, exchange equilibria of homogeneous reactions, and annealing and reaction rates. In addition to sample preparation facilities, the experimental laboratory contains 18 externally heated reaction vessels for experimental operations to 900°C, 200 MPa.

**FLUID INCLUSION MICRO-THERMOMETRY LABORATORY**

This facility is used to assess the compositions and physical properties of fluid inclusions through microthermometric techniques. In addition to specialized sample preparation equipment, the laboratory includes a new Linkam TH600 programmable heating/freezing stage on a Zeiss Research Photomicroscope.

**POROMECHANICS INSTITUTE**

The school participates with the Mewbourne School of Petroleum and Geological Engineering and the Sarkeys Energy Center in maintaining laboratories dedicated to characterization of deformation and measurement of rock properties. Pressure vessels and load frames are available to study a variety of problems of interest to structural geology and reservoir characterization such as acoustic imaging of the fracturing process, fault sealing mechanisms, and borehole stability.

**INSTITUTE OF RESERVOIR CHARACTERIZATION**

Under the auspices of the Sarkeys Energy Center, the School of Geology and Geophysics and Petroleum and Geological Engineering have collaborated to help maintain an interdisciplinary approach to the science of reservoir characterization. The Institute focuses on:

- Multidisciplinary model building where the essential geological features controlling flow paths in specific reservoirs are recognized;
- Integrating actual field data into work station-based programs; and
- Testing specific model prediction against real field data and developing case histories appropriate to important reservoir classes.

**INSTRUMENTAL NEUTRON ACTIVATION ANALYSIS LABORATORY**

The INAA laboratory contains gamma-ray spectrometers for the determination of rare-earth elements and other trace element abundances in neutron activated geological materials.

**ORGANIC GEOCHEMISTRY/STABLE ISOTOPE LABORATORY**

The organic geochemistry laboratory has state-of-the-art facilities and instrumentation for the isolation and analysis of organic compounds from geologic materials. The laboratory contains a Finnigan Triple Stage Quadrupole MS/MS system, an Ion Trap Detector, a combined gas chromatograph-isotope ratio mass spectrometer, a Delta E isotope ratio mass spectrometer, several Varian, HP and Carlo Erba gas chromatographs equipped with nitrogen and sulphur selective detectors, CDS pyrolysis units, HPLC equipment and a PYRAN pyrolysis system equipped with an INCOS 50 mass spectrometer.

**PALEOMAGNETICS LABORATORY**

The paleomagnetic laboratory is located in a magnetically shielded room and contains a 2G cryogenic magnetometer with DC squids, an automated sample handler and alternating field demagnetizer, a thermal demagnetizer, two magnetic susceptibility systems, and an impulse magnetizer. Most of the studies performed in the lab focus on understanding remagnetization mechanisms, paleomagnetic dating of diagenetic events, and paleoclimate studies.

**PALEONTOLOGY LABORATORIES**

The primary research facilities in invertebrate paleontology, vertebrate paleontology, and micropaleontology are housed at the Sam Noble Oklahoma Museum of Natural History. The laboratories contain a variety of equipment for the mechanical preparation of vertebrate and invertebrate fossils, and for macrophotography. The museum is also the repository for extensive paleontological collections which include more than 250,000 fossil specimens.

**SEDIMENTARY GEOCHEMISTRY LABORATORY**

The sedimentary geochemistry laboratory is dedicated to the study of chemical systems in recent and ancient sedimentary environments. Equipment includes a VG Micromass 602C mass spectrometer, Perkin Elmer 2380 Atomic Absorption Spectrophotometer, carbon/carbonate silicate isotope preparation systems, and a variety of automated ion analyzers, titrimeters, and kinetic reaction measuring systems for the analysis of surface, subsurface and interstitial marine and non-marine waters.

**SEISMIC STRATIGRAPHY-MPI LABORATORY**

This facility is a premier geophysical exploration and development research laboratory focused upon integrated seismic modeling, processing, and interpretation (MPI) of seismic data worldwide. Such integration forms a
prerequisite foundation for accurate seismic stratigraphic interpretation and of eventual petroleum system analysis in the Basin Analysis Laboratory. Continually upgraded computer facilities include a fire-walled 100 Mbps+ Ethernet assembly of five Sun workstations (dual processor Ultra 80 and Ultra 2’s) with terabytes of memory, disk, and tape storage capabilities including standard open reel, exabyte, and the industry standard 10 cartridge IBM 3590 robotic. Numerous color image plotting peripherals exist in addition to the industry standard Versatec 8900 36 inch. 2D seismic data include more than 100 km of industry-acquired multifold marine and land seismic field and stacked records from North America, South America, the Middle East, and Southeast Asia. 3D seismic data sets represent contemporary land and marine acquisition from both the United States and South America.

Modeling is conducted using both GXTechnology and GeoQuest software with a variety of digital inputs in addition to a 1.5m x 2m Summagraphics digitizer. Two- and three-dimensional AVO modeling and inversion is conducted using our own algorithms as well as Hampson-Russell software. Seismic processing is conducted using a four license installation of Western Omega, the preeminent industry standard for commercial processing of 2D and 3D reflection seismic data. Seismic stratigraphic interpretation uses the complete GeoQuest GeoFrame group of geological, geophysical, and petrophysical software.

SHELL CRUSTAL IMAGING FACILITY
This facility provides a state-of-the-art geophysical computer environment for the integration of 2D and 3D modeling, data processing, interpretation, mapping and visualization of seismic reflection and georadar data, as well as petrophysical analysis and reservoir modeling as related to the data interpretation.

The local fast ethernet network supports a SUN HPC 450 Enterprise server. Software includes GXTechnology’s GXII software, a complete set of geophysical analysis software, Hampson-Russell Software Services LTD.’s GeoQuest/Schlumberger’s complete GeoFrame line of geological, geophysical, petrophysical and reservoir applications, and Landmark Graphic Corporation’s ProMAX processing software.

Additionally, the 2D/3D Interpretation Teaching Lab provides 8 dual-headed PC Pentium Pros with an NT server for teaching and research with Seismic Micro-Technology, Inc.’s Kingdom Suite software for seismic interpretation and Interplex Ltd.’s Seistrix software for data processing. The SCIF is maintained by a full-time systems administrator.

TEXACO X-RAY LABORATORY
The Texaco X-Ray Laboratory contains an automated x-ray diffractometer for the determination of phase compositions and crystallite orientations in geological samples, and an automated x-ray fluorescence spectrometer for the quantitative determination of major and trace elemental abundances in geological samples.

THIN SECTION/ROCK PREPARATION LABORATORY
This is a fully-equipped laboratory for the preparation of rock thin sections for petrographic and paleontologic analysis and for sample preparation for the X-Ray Laboratory.

THE YOUNGBLOOD ENERGY LIBRARY
A gift to the University of Oklahoma in memory of a leading Oklahoma City oilman has created a spacious geology library ringing a two-story atrium in the heart of the Sarkeys Energy Center. This attractive new library space is named in honor of Laurence S. Youngblood.

The library collection began in the late 1800’s with the personal library of Charles N. Gould (one of the earliest university faculty members, the first geologist on the OU faculty, and the first director of the Oklahoma Geological Survey). Its growth was accelerated with the depositor status Gould established with the U.S. Geological Survey that continues today. During the 1950s and 1960s, numerous complete retrospective runs of foreign serials were acquired through the Farmington Plan (a federal program to acquire literature in specific fields for libraries of identified excellence). Via the Oklahoma Geological Survey’s domestic and international exchanges, publications are acquired in several languages from nations around the world.

The current collection contains over 170,000 map sheets and approximately 99,000 catalogued volumes on the subjects of geochemistry, geology, geomorphology, geophysics, hydrology, mineralogy, paleontology, petrology, stratigraphy, structure and tectonics. The interdisciplinary nature of the Earth sciences is supported by chemistry, math, physics and engineering branch libraries. Bizzell Memorial Library contains the biological sciences and the internationally recognized History of Science Collection.

FIELD COURSES
To geologists and geophysicists, Planet Earth is a natural laboratory. Thus, it is important that students devote a portion of their academic careers to exploring and studying aspects of the Earth away from the OU campus. Field trips in geology are offered in the central and western U.S. as well as a senior-level geology field camp in Colorado, and faculty members involve students in their active field research programs around the world.

RESEARCH OPPORTUNITIES
Faculty-supervised research is an important component of the School of Geology and Geophysics graduate program. Most graduate students are supported financially through research assistantships funded by federal and private industry grants and contracts. Other graduate students are financially supported through teaching assistantships awarded by their academic unit. In either case, faculty-supervised student research leads to master’s theses and doctoral dissertations as part of the overall graduate degree requirements. This research is often published in scientific journals which may be useful in assisting graduates to obtain employment. Talented undergraduate students are encouraged to work with faculty on research projects. These student research projects can be an important component of the Honors Program and/or a source of part-time income and scholarship support. Such research participation provides the student with important experience in his or her discipline in addition to meeting normal academic requirements.

CAREER OPPORTUNITIES
There are approximately 75,000 geologists and geophysicists at work in the United States today. Most are employed by private industry as petroleum geologists and geophysicists whose work is vital to oil and gas companies. Other geologists and geophysicists work for mining companies to locate ore deposits and estimate reserves. Geologists are also employed in other commercial fields such as cement and ceramic industries; sand and gravel firms; railroads; engineering companies; environmental agencies and in the banking industry. The largest single employer of geoscientists in the U.S. is the federal government. Most work for the United States Geological Survey, but others work for the U.S. Department of Energy national laboratories, Soil Conservation Service, Bureau of Land Management, Environmental Protection Agency, National Aeronautics and Space Administration, National Park Service, Bureau of Mines, Forest Service, or the U.S. Army Corps of Engineers. Many geoscientists work for the 50 state geological surveys. Colleges and universities employ about 8,000 geoscientists in teaching and research positions. Many geoscientists are self-employed. Some are independent oil operators; others work as consultants. Most consultants have acquired prior experience in industry, teaching or research. Opportunities also now exist in public school teaching.

The curricula for the Bachelor of Science in Geology and the Bachelor of Science in Geophysics are designed to provide the necessary preparation for professional work or graduate study. Options are available in petroleum geology, environmental geology, paleontology, and in exploration geophysics. The Master’s Degree in Geology or Geophysics is designed to provide a professional level degree for industry employment. Traditionally, this degree level has been favored by major petroleum companies.

The Ph.D. in Geology is a research-oriented degree which provides students the opportunity to seek employment in a variety of areas including academia, industry and government.
UNDERGRADUATE OPPORTUNITIES

Geology and geophysics students are eligible to participate in research projects and part-time employment opportunities with faculty members. Other opportunities for research and employment exist at the Oklahoma Geological Survey and the Youngblood Energy Library.

FINANCIAL SUPPORT — GRADUATE STUDIES

Several types of financial aid are available to students on a competitive basis. Prospective graduate students are considered automatically for financial aid at the time of application. The school offers annually approximately 14 teaching assistantships with stipends which include a partial waiver of tuition. International students are required to pass an English language proficiency exam (administered by the English Assessment Program) before they can hold a teaching assistantship. Additionally, the school awards several research assistantships and fellowships using funds from industrial and other private sources. Funds for graduate support are also available from the Oklahoma Geological Survey, and the institutes of the Sarkeys Energy Center. Grant-supported research assistantships are available through faculty conducted federal-, foundation- or industry-sponsored research. These assistantships carry a stipend comparable to teaching assistantships. Ph.D. students are encouraged to write research proposals with their graduate advisers for financial support and to apply for National Science Foundation Graduate Fellowships.

Undergraduate Study

SCHOLASTIC REQUIREMENTS

To be eligible for admission into Geology and Geophysics, applicants who are direct from high school must be admitted to OU. Two or higher. Students transferring to the University of Oklahoma College of Earth and Energy must have a cumulative GPA of 2.5. University of Oklahoma readmits must have an OU retention and combined retention GPA of 2.5 before being admitted into the College of Earth and Energy.

Geology and Geophysics students are required to make a grade of C for each major course and each prerequisite major course. Major courses and prerequisite major courses are courses with the GEOL or GPHY designator. A student cannot progress to the next major course until a grade of C is earned. A student must maintain at least a 2.00 GPA in order to be in good standing in the College of Earth and Energy. No more than 52 credit hours may be taken in any one department of the college.

Bachelor of Science in Geology

This curriculum is designed to provide the necessary background for professional work and also provides the necessary background for graduate work in geophysics and geology. The curriculum has two options: exploration geophysics and general geophysics, which differ only in the required geophysics courses. For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/earthindx.htm.

GENERAL OPTION

1. General Education Requirements: 40 semester hours distributed in accordance with University requirements.
2. Degree Requirements: English 1113, English 1213 or Expository Writing 1213, History 1483 or 1493, Political Science 1113, Math 1823, 2423, 2433 and 2443, Computer Science 1313, Chemistry 1315 and 1415, Physics 2514 and 2524, nine hours of science electives in geophysics, geography, meteorology, biological sciences, chemistry, computer science, mathematics, physics and/or engineering (six hours must be upper-division and three hours must be outside the college); and 12 hours of humanities and social sciences (three hours must be upper-division outside the major). Credit for some of these courses may be used to satisfy General Education requirements.
3. Geology Core Requirements: Geology 1114, 1124, 2224, 3114, 3223, 3233, 3513, 4113, 3123, 4136, three hours of geology/geophysics elective, and Geophysics 3413.
4. Other Requirements: 13 hours of free electives (five of these hours must be upper-division).

ENVIRONMENTAL GEOLOGY OPTION

To obtain a B.S. in Geology with an Environmental Geology option, a student must take the same coursework required for a B.S. in Geology, except the 12 hours of geology/geophysics and science electives are more narrowly specified. The student must satisfy six hours of geology/geophysics elective requirements by taking GEOL 3154 and GEOL 4633, and the additional six hours of science electives must be chosen from a faculty-adviser approved course list.

PETROLEUM GEOLOGY OPTION

To obtain a B.S. in Geology with a Petroleum Geology option, a student must take the same coursework required for a B.S. in Geology, except the geology/geophysics and science electives are more narrowly specified, and two additional hours are required. The following courses are specific to this option: GEOL 4133, GEOL 4233, P E 3213, PE 3221, P E 3813, GPHY 3413 and GPHY 4874.

PALEONTOLOGY OPTION

To obtain a B.S. in Geology with a Paleontology option, a student must take the same coursework required for a B.S. in Geology, except the geology/geophysics and science electives are more narrowly specified, and two additional hours are required. The following courses are specific to this option: GEOL 4413, 4513, and ZOO 1114, 1121, 3013, 3403 and 5204.

EXPLORATION GEOPHYSICS OPTION

1. General Education Requirements: 40 semester hours distributed in accordance with University requirements.
2. Degree Requirements: English 1113, English 1213 or Expository Writing 1213, English 3153; History 1483 or 1493; Political Science 1113; Math 1823, 2423, 2433, 2443, 3113, three hours of upper-division math elective; Computer Science 1313; Chemistry 1315 1415; Physics 2514, 2524, 3043 seven hours of upper-division physics electives; and 12 hours in social sciences and humanities (three hours must be upper-division). Credit for some of these courses may be used to satisfy General Education requirements.
3. Geophysics Core Requirements: Geology 1114, 1124, 2224, 3233, 3114, 3123, six hours of upper-division geology electives; Geophysics 3413, 5713, 4953, 12 hours of upper-division geophysics electives. Credit for some of these courses may be used to satisfy General Education requirements.
4. Other Requirements: three hours of free elective.
3. **Geophysics Core Requirements:** Geology 1114, 1124, 2224, 3233, 3114, 3123, six hours of geology electives; Geophysics 3413, 4874, 5864, 4953, and nine hours of geophysics electives. Credit for some of these courses may be used to satisfy General Education requirements.

4. **Other Requirements:** three hours of free elective.

**MINOR IN GEOLOGY**

For completion of a minor in Geology, students are required to complete one of the following:

1. GEOL 1114, 1124, and 2224, plus a minimum of six hours of upper-division coursework; or,
2. GEOL 1114, 1124, plus a minimum of nine hours of upper-division coursework; or,
3. GEOL 1114 or 1124, or 2224, plus a minimum of nine hours of upper-division coursework; or,
4. GEOL 1114 or 1124, plus a minimum of 12 hours of upper-division coursework.

**GEOLOGY AND GEOPHYSICS GRADUATION WITH DISTINCTION**

The faculty may recommend that the degree “With Distinction” be conferred on graduates who have a grade point average at OU of 3.50 or higher and “With Special Distinction” on students who have an OU grade point average of 3.75 or higher.

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### Graduate Study

#### Admission

The School of Geology and Geophysics seeks to bring together students from diverse cultural and academic backgrounds. Hence, we encourage applications from qualified international students as well as Americans. Decisions on admission to the graduate program are based on several criteria, including course grades; results on the verbal and quantitative sections of the Graduate Record Examination (Note: the advanced examination in geology or geophysics is not required for admission); letters of recommendation evaluating academic performance and potential; a statement of purpose composed by the student; and an undergraduate degree (or the equivalent) with a minimum 3.00 grade point average (4.00 scale); International students whose native language is not English must have a TOEFL score of at least 213.

The minimum requirements for full admission standing to the Master of Science program is evidence of the completion of a B.A./B.S. degree from an accredited college/university, and for the Doctor of Philosophy program in geology is evidence of a M.S. degree (with thesis) from an accredited college/university. For the Doctor of Philosophy Program in Geophysics, a student must have a Master of Science (M.S.) Degree in science, mathematics, or engineering (with thesis). There are no formal course requirements for admission to the Ph.D. program in Geology, however minimum course work requirements for admission to the Ph.D. program in Geophysics are: Calculus I, II, III, and IV (or equivalent) plus one upper-division math course, two semesters of calculus-based physics; and other deficiencies, such as geology, geophysics and computer programming, that may be assessed by the Adviser and/or Dissertation Committee. Students must remove these deficiencies at the earliest offering of these courses. However, additional undergraduate coursework in specific areas may be required by the student’s committee if it is essential for the completion of their degree in their chosen area of study.

Normally, students are admitted to the graduate program in the fall semester. Applications for fall admission are reviewed in February, and offers of admission and financial aid are extended in March. In order to be considered for admission with financial aid, application materials should be received by February 1. Application materials are available from the school at the address below, or forms may be downloaded from the Web at [http://geology.ou.edu/library/application.pdf](http://geology.ou.edu/library/application.pdf) and [http://geology.ou.edu/library/RECO.pdf](http://geology.ou.edu/library/RECO.pdf).

**Graduate Admissions Committee**

School of Geology and Geophysics
The University of Oklahoma
Sarkeys Energy Center
100 E. Boyd Street, Suite 810
Norman, OK 73019-1009

### Degree Requirements

The School of Geology and Geophysics offers programs leading to the M.S. degree in geology, M.S. degree in geophysics, and the Ph.D. degree in geology. Some important aspects of these degree programs are described below.

#### Master of Science

The master’s degree programs in geology and geophysics are intended primarily for those students who plan careers in the petroleum or minerals industries or with state and federal government agencies. The goal of the M.S. degree program is to prepare students by providing a broad background in the Earth sciences and related science and engineering fields through coursework; and encouraging critical thinking and analysis in the solution of geological and geophysical problems through independent thesis research.

The Master of Science degrees in geology and geophysics normally require four semesters and one summer of full-time study and research. Generally, three of the four semesters of residence are devoted primarily to coursework; the summer and fourth semester are devoted primarily to the completion of research for the M.S. thesis. Twenty-six semester hours of coursework carrying graduate credit and four hours of thesis are required for completion of the M.S. degree. Each candidate for the M.S. in geology is required to complete at least one approved course in three of six core areas in the Earth sciences: geochemistry, geophysics, igneous/metamorphic petrology, stratigraphy-paleontology, sedimentary petrology/sedimentology, and structural geology. In addition, the student is required to complete at least two approved courses (carrying graduate credit) of science, mathematics or engineering outside geology and geophysics with the final approval given by the student’s major professor.

The M.S. degree in geophysics also requires completion of 26 semester hours of coursework and four hours of thesis. Coursework includes at least three courses in physics or related engineering beyond general physics; at least three courses in mathematics beyond the general calculus sequence; at least one graduate course in geology, and three courses in geophysics.

An original, independently executed research project reported in a thesis is required to successfully complete M.S. degrees in both geology and geophysics. Normally, a research topic is selected by the student in consultation with a faculty adviser during the second semester of residence. Although the research topic can include any field of geology or geophysics, most students elect to work closely with a faculty adviser on a problem in the adviser’s research specialty. The research projects selected by M.S. students are expected to lead to presentations at regional and national meetings and papers in national and international journals.

A graduate degree candidate in geology and geophysics must present the results of his/her thesis research at a Graduate Colloquium of the School of Geology and Geophysics before he/she may schedule the final oral examination.
Doctor of Philosophy

The Ph.D. degree programs in geology and geophysics are intended primarily for those students who plan research careers in the Earth sciences in universities, industry or government agencies. The goals of the Ph.D. degree program are to prepare the student for a career in research by providing coursework in an area of specialization in geology or geophysics, provide a strong background in allied fields such as mathematics, physical science, biological science, and engineering to give the student the necessary tools to conduct original and significant geological research; and encourage critical thinking and analysis of geological problems through the design of original research projects.

The Ph.D. degree in geology normally requires a minimum of three years beyond the M.S. degree. The Graduate College at the University of Oklahoma requires 90 post-baccalaureate semester hours of coursework. Generally, the first year of residence is devoted primarily to coursework in preparation for the general examination; the remaining two years are devoted to both coursework and research. There are no specified course requirements for the Ph.D. degree in Geology. Rather, a coursework program is designed for each student in consultation with a doctoral committee composed of at least five graduate faculty members, including at least one from outside the major department within the University and one member outside the University. The Ph.D. in Geophysics has specific core requirements which will be determined by the faculty adviser. The purpose of the coursework is to prepare the student for the general examination, which tests the mastery of the field of specialization and related fields as well as the capacity for synthesis, sound generalization, and critical thinking. The examination consists of a written section in the major field of study, written sections in related fields, and oral defense of an original research proposal. Frequently, the original research proposal is the student’s dissertation topic.

The dissertation is the culmination of an original research project in the student’s field of specialization and should make a significant contribution to scientific understanding in the field. Normally, the student works closely with the faculty adviser in the design and execution of the research project. The student and the adviser may submit proposals to foundations or industry for financial support to carry out the research, and they report the results of the research at regional, national and international meetings and in papers published by national and international journals.

A graduate degree candidate in geology and geophysics must present the results of his/her dissertation research at a Graduate Colloquium of the School of Geology and Geophysics before he/she may schedule the final oral examination.
## Undergraduate Study

### SCHOLASTIC REQUIREMENTS:

To be eligible for admission into Petroleum Engineering, applicants who are direct from high school must be admitted to OU and have earned 24 semester credit hours with a combined retention grade point average of 2.0 or higher. Students transferring to the University of Oklahoma College of Earth and Energy must have a retention GPA of 2.5.

University of Oklahoma readmits must have an OU retention and combined retention GPA of a 2.0 or higher. Students transferring to the University of Oklahoma College of Earth and Energy are professionally prepared for positions in the fields of drilling, production, well completion, reservoir management and evaluation. They may work in industry or government. They are well prepared to continue their education in professional or graduate studies. Students who choose to specialize in advanced developments or research may pursue graduate studies leading to the master's or doctor's degree.

### LAPTOP REQUIREMENT

Students with a major in Petroleum Engineering are required to have a laptop computer. The laptop technologies are used to enhance the learning experience. Students should consult with faculty advisers and the CEE Dean's office for additional information.

### Bachelor of Science in Petroleum Engineering

The objectives of the B.S. in Petroleum Engineering are:

1. Our graduates will be able to apply basic math, science, and engineering knowledge to identify, formulate, and solve engineering problems, design and conduct experiments, analyze and interpret data, and design systems, components or processes using modern techniques, skills, and engineering tools suitable for engineering practice.

2. Our graduates will experience a broad-based education in an environment that fosters an understanding of contemporary issues, the global and social impact of engineering solutions, their ethical and professional responsibility, and the need for effective communication and continuous learning for successful careers.

3. Our graduates will be able to characterize and evaluate subsurface geological formations using geological and engineering methods.

4. Our graduates will be able to design and analyze systems for drilling, completing and producing wells and apply reservoir engineering principles for optimizing resource development.

5. Our graduates will be able to incorporate engineering economics and resource evaluation methods with the concepts of uncertainty and risk management in the design and selection of equipment and procedures and development of systems or processes for production and recovery of resources.

Graduates receiving the degree of Bachelor of Science in Petroleum Engineering are professionally prepared for positions in the fields of drilling, production, well completion, reservoir management and evaluation. They may work in industry or government. They are well prepared to continue their education in professional or graduate studies. Students who choose to specialize in advanced developments or research may pursue graduate studies leading to the master's or doctor's degree.

### CURRICULUM IN PETROLEUM ENGINEERING

(Accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology)

This program requires a minimum of 127 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). Students take the “Fundamentals of Engineering Exam” given by the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors as part of senior-level course requirement and the University-wide assessment program. For detailed semester by semester curriculum requirements, please consult [http://checksheets.ou.edu/earthinindx.htm](http://checksheets.ou.edu/earthinindx.htm).

### LOWER DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 72 hours are to be met as follows:

1. **Communication:** 6 hours. English 1113 and English 1213 or Expository Writing 1213.

2. **Foreign Language:** 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College-level foreign language does not count toward the curricular hours required for the engineering degree.)

3. **Social Science:** 6 hours. Political Science 1113 and Economics 1113.

4. **Humanities:** 12 hours. History 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture. (Three hours of these nine must be upper-division.)

5. **Science and Math:** 34 hours. Chemistry 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524; GEOL 1114.

6. **Core Engineering:** 12 hours. ENGR 1410, 1420, 2003; AME 2213, CEE 2113, CEE 2153.

7. **Petroleum Engineering:** 2 hours. PE 2012.

### UPPER-DIVISION REQUIREMENTS

The upper division (3000- and 4000-level courses) requirements of 55 hours are to be met as follows:

1. **Math and Science:** 9 hours. MATH 3113, Geology 3003, Geophysics 3423.

2. **Petroleum Engineering:** 40 hours. PE 3213, 3221, 3222, 3022, 3123, 3223, 3313, 3413, 3513, 3723, 3813, 4521, 4713, 4331, 4423, 4553.

3. **Electives:** 6 hours. Approved PE electives.

### COLLEGE GRADUATION WITH DISTINCTION

The faculty may recommend that the degree With Distinction be conferred on students who have a combined cumulative grade point average of 3.40 and With Special Distinction on students who have a combined cumulative grade point average of 3.70.
Graduate Study

Areas of Specialization

The graduate program offers specialized training in drilling, well completion and stimulation, rock mechanics, production engineering, petrophysics, formation damage and control, miscible, immiscible and microbial enhanced oil recovery, reservoir engineering, natural gas engineering, coal mining and coal bed methane, geological engineering, oil field management and several other allied areas.

Master of Science Degree

PETROLEUM ENGINEERING

Students may pursue a thesis or nonthesis option for the Master of Science degree in petroleum engineering.

The thesis program requires at least 30 credit hours, including six credit hours for the thesis. For the remaining 24 hours, a student must take at least nine credit hours of petroleum engineering courses from PE 5353, 5990 and 6573; three credit hours of approved applied mathematics courses; and 12 credit hours of approved electives with at least nine credit hours in PGE. The thesis is to be defended in a final oral examination.

The nonthesis program requires at least 36 credit hours. A student must take at least nine credit hours of petroleum engineering courses from PE 5353, 5990 and 6573; three credit hours of approved applied mathematics courses from MATH 4163, P E 5563, 5713, or 5990 or other approved applied mathematics courses; and 24 credit hours of approved electives with at least 15 credit hours in PGE. A final comprehensive examination must be passed for graduation in the nonthesis program. The examination may be either oral, written or both. The maximum number of attempts to pass the comprehensive examination is limited to two.

GEOLOGICAL ENGINEERING

Students may pursue a thesis or nonthesis option for the Master of Science degree in geological engineering.

The thesis program requires at least 30 credit hours, including four credit hours for the thesis. For the remaining 26 credit hours, a student must take at least nine hours of required courses PE 5603, 5613 and 5623, Ch E 5643, and FIN 5413 and 5973; and eight credit hours of approved electives. The thesis is to be defended in a final oral examination.

The nonthesis program requires at least 36 hours courses plus one credit hour PE 5971 graduate seminar. A student must take 18 credit hours of required courses PE 5603, 5613 and 5623, Ch E 5643, and FIN 5413 and 5973; and 18 credit hours of approved electives. In addition, a comprehensive project, presentation, and exam during the final semester must be passed for graduation. The maximum number of attempts to pass the comprehensive examination is limited to two.

Doctor of Philosophy

Candidates for the Doctor of Philosophy shall satisfy all requirements for the Ph.D. degree in engineering. The degree requires 90 post-baccalaureate credit hours of coursework including the dissertation. Each candidate must meet the general requirements as specified in the bulletin of the Graduate College, as well as all requirements as specified in the general requirements for the master’s degree in Petroleum and Geological Engineering, including the satisfactory passage of the Qualifying and General Examinations.

A student should normally expect to spend the equivalent of three full academic years beyond the master’s degree in study for the doctorate. As a general rule, either his/her bachelor’s degree or master’s degree (or both) will be in petroleum engineering or geological engineering. Applicants who have bachelor and master degrees in sciences (e.g. mathematics, physics, chemistry, geophysics, and geology) may be considered for admission to the petroleum engineering Ph.D. program on the condition they complete coursework deficiencies depending on the applicant’s background.

The coursework applied toward the Ph.D. degree must include a minor consisting of a minimum of 12 hours (out of 90 credit hours) of applied mathematics or other natural sciences. Courses of study are individually structured to capitalize upon each student’s background and to meet his/her specific needs and research interests. Every candidate for the Ph.D. degree in petroleum and geological engineering must satisfactorily complete the Qualifying and General Examinations.
The Oklahoma Geological Survey was created by directive of the State Constitution written in 1907. An enabling act was presented to Oklahoma’s first legislature and signed into law by Gov. Charles N. Haskell on May 29, 1908. The duties of the agency are to investigate the land, water, mineral, and energy resources of the State and disseminate the results of those investigations to promote the wise use of Oklahoma’s natural resources consistent with sound environmental practices.

**Our Mission**

The Oklahoma Geological Survey is chartered in the state’s constitution and charged with investigating the land, water, mineral, and energy resources of the state, and disseminating the results of those investigations to promote the wise use of Oklahoma’s natural resources consistent with sound environmental practices.

The Oklahoma Geological Survey carries out this charter through fossil and unconventional energy research, geological mapping programs, earth-science education activities, an industrial minerals program, and basic geological studies conducted in various areas of Oklahoma. The results of these investigations are made available through publications of technical and educational material, maps, a web site, the Oklahoma Petroleum Information Center (OPIC), data made available for computer use, presentations to all segments of the public, and numerous public meetings and workshops for technology transfer to industry and academia. At the OPIC facility in Norman, thousands of core and well samples, well logs, well-data libraries, and other petroleum-related material is available to the public, and OGS publications are sold and distributed at this site. The Survey also operates a geophysical observatory at Leonard, near Tulsa, where a statewide network of seismometers feed data to monitor earthquakes from Oklahoma and around the world. In pursuing these activities, the OGS works closely with local, state and federal agencies, as well as with professional and educational organizations and agencies from other states. Academic classes are not taught through OGS, however the geologists serve as mentors, adjunct faculty, instructors, and committee members to students enrolled at the University of Oklahoma and other universities, and the Survey is an active affiliate of OU’s College of Earth and Energy.

Oklahoma Geological Survey

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The Sarkeys Energy Center programs include seven interdisciplinary institutes, a special institute which focuses on the Western Hemisphere. All the institutes involve faculty from the colleges of Earth and Energy, Arts and Sciences, Law, Business and Engineering. Focusing on the energy-related strengths of the university, the institutes develop technology and programs that advance the energy industry in the state and throughout the world and provide significant, “real world” research and education opportunities.

**PoroMechanics Institute (PMI)**

Directed by Dr. Younane Abousleiman, who holds the Larry W. Brummett/ONEOK Chair and is a faculty member in the Mewbourne School of Petroleum and Geothermal Engineering (MPGE), The School of Geology and Geophysics (SGG), and the Sarkeys Energy Center (SEC) in addition he holds and adjunct faculty position in the School of Civil Engineering & Environmental Science (CEES). The institute has two major research efforts with funding provided by two consortia the Rock mechanics Consortium (RMC), and the GeoGenome™ Industry Consortium (G2IC). The latter is in collaboration with Massachusetts Institute of Technology. These consortia involve 17 domestic/international oil and gas companies, from the Americas, Europe and the Middle East (e.g. Shell, Total, Aramco, Chevron, Halliburton, Hydro, Ecopetrol, etc.), a staff of prominent scientists from multiple disciplines to conduct research. One of the major sources of funding is provided by a consortium (i.e., PoroMechanics Institute Consortium) of 16 domestic/international oil and gas companies and educational institutes. Research efforts and technology transfer (industry deliverables) are conducted by undergraduate and graduate OU students with affiliations in three different colleges.

The University of Oklahoma (OU) boasts the top program in the world dedicated to the investigation of the mechanics of porous media, in particular to rock mechanics, with applications to the exploration and production of hydrocarbon energy. Directed by Dr. Younane Abousleiman, who holds the Larry W. Brummett/ONEOK Chair and is a faculty member in the Mewbourne School of Petroleum and Geothermal Engineering (MPGE), The School of Geology and Geophysics (SGG), and the Sarkeys Energy Center (SEC) in addition he holds and adjunct faculty position in the School of Civil Engineering & Environmental Science (CEES). The institute has two major research efforts with funding provided by two consortia the Rock mechanics Consortium (RMC), and the GeoGenome™ Industry Consortium (G2IC). The latter is in collaboration with Massachusetts Institute of Technology. These consortia involve 17 domestic/international oil and gas companies, from the Americas, Europe and the Middle East (e.g. Shell, Total, Aramco, Chevron, Halliburton, Hydro, Ecopetrol, etc.), a staff of prominent scientists from multiple disciplines to conduct research. One of the major sources of funding is provided by a consortium (i.e., PoroMechanics Institute Consortium) of 16 domestic/international oil and gas companies and educational institutes. Research efforts and technology transfer (industry deliverables) are conducted by undergraduate and graduate OU students with affiliations in three different colleges.

**Institute for Energy and the Environment (IEE)**

IEE is dedicated to providing the scientific foundation for solutions to applied environmental problems that impact the infrastructure of energy production and use. Noted environmental microbiologist and George Lynn Cross Research Professor, Dr. Joseph M. Sufita, directs IEE. To date, IEE research has focused on understanding the processes that control the environmental fate of energy-related substances like, spilt hydrocarbons, hydrogen sulfide corrosion, and contaminating radionuclides. This work is important for assessing environmental risks, designing appropriate remedial measures, and even for environmental forensic analyses. IEE research relates closely to the wider strength of OU in the area of anaerobic microbiology and the University is easily recognized as one of the premier...
The Institute for Reservoir Characterization (IRC)

Director of the Institute is Dr. Roger Slatt who has had a 14-year career in the oil and gas industry with Cities Service Co. and ARCO/ARCO International, focused on various aspects of reservoir characterization globally. He also has had a 17-year career in academia, including Head of the School of Geology and Geological Engineering at Colorado School of Mines (1992-2000), Director of the School of Geology and Geophysics at University of Oklahoma (2000-2005), and Director of the Rocky Mountain Regional Petroleum Technology Transfer Council (1995-2000). Senior Advisor in the Institute is Dr. Daniel O'Meara, formerly a Shell and British Petroleum engineer, noted for his expertise in integrated petroleum engineering and geology, principally through software development such as Geo2Flow. These individuals, and other affiliates to the Institute such as Dr. Shankar Mitra (structure and tectonics) and Dr. Paul Philp (petroleum geochemistry), are all internationally recognized for their interdisciplinary approach to the science and application of reservoir characterization.

Geophysicists, geologists, engineers, mathematicians and computer scientists collaborate with university personnel and facilities to develop and test reservoir characterization tools and methods. Interdisciplinary courses on applied reservoir characterization, as well as collaborative or consortium research programs, are available through the Institute to industry professionals globally.

Energy Institute of the Americas (EIA)

The Energy Institute of the Americas was chartered in May 1995 by the University of Oklahoma and Simón Bolívar University in Caracas, Venezuela to address issues raised by the growing economic interdependency of the Americas. Directed by Ysana Walschap, the institute focuses on collaborative research agendas, human resources development, and helps independent companies establish contacts with Western Hemisphere business and government officials. The EIA works closely with SEC Institutes and provides administrative support. The EIA has nine member universities in Canada, USA, Mexico, Colombia, Venezuela, Brazil, Argentina and Trinidad & Tobago. It also conducts activities in Peru, Bolivia and Guatemala.

Institute for Gas Utilization Technologies (IGUT)

The Institute for Gas Utilization Technologies uses a collaborative, multi-disciplinary approach involving chemical engineers, mechanical engineers and chemists to develop technologies that enhance the value and use of natural gas resources. Research and development activities cover four primary areas: gas conversion to higher value chemicals and fuels, gas storage and separation, direct utilization, and gas vehicle systems. A great deal of industry attention is being focused on a fuel developed by the institute that solves many of the storage and distance problems associated with using natural gas fuels for surface transportation.

A new Institute for Theoretical Geophysics (ITG) is being developed. Under the direction of Dr. Evgeni Chesnokov, an internationally recognized expert on theoretical geophysics, the Institute’s team of scientists and students work closely together and collaborate with various national and international groups from all over the world. The areas of interest include research of fundamental physical properties, seismic structures and geological processes in the upper part of the Earth’s lithosphere. These include applied problems such as processes in oil and gas reservoirs and earthquake preparation processes. Solutions to such problems require modern mathematical approach. One of the ITG objectives is development of mathematical methods which will allow us to solve various fundamental and applied problems such as identification of links between various types of geophysical measurements, i.e. solution of upscaling problems. Solutions for all of the above problems are based on original software developed at the Institute.
College of Education

100 Ellsworth Collings Hall
Norman, OK 73019-2041

Phone: (405) 325-1081
FAX: (405) 325-7390

Internet: http://www.ou.edu/education/

Table of Contents
Administrative Officers ......................................................... 189
Degrees Offered ....................................................................... 189

General Information ............................................................... 189
Programs and Special Facilities .............................................. 190
Student Organizations ............................................................... 190
Scholarships and Financial Aid ............................................. 191

Undergraduate Study .............................................................. 192
General Information ............................................................... 192
Admission ............................................................................. 192
Retention .............................................................................. 192
Requirements for Graduation ................................................. 192
General Education ................................................................. 193
Professional Education .......................................................... 193
Specialized Education ............................................................ 193
Other Requirements ............................................................... 193
Degrees Awarded ................................................................... 193
Licensure and Certification ..................................................... 194
Program Requirements .......................................................... 194
Bachelor of Science in Education ............................................ 194

Department of Educational Leadership and Policy Studies .... 197
Faculty Roster ........................................................................ 197
Degrees Offered ..................................................................... 197
Master's Degree Programs ..................................................... 197
Doctoral Programs .................................................................. 198
Certificate Programs ............................................................... 199

Department of Educational Psychology .................................. 199
Faculty Roster ........................................................................ 199
Degrees Offered ..................................................................... 199
Master's Degree Programs ..................................................... 200
Doctoral Programs .................................................................. 200

Department of Instructional Leadership and Academic Curriculum .................................................. 201
Faculty Roster ........................................................................ 201
Degrees Offered ..................................................................... 201
Master's Degree Programs ..................................................... 201
Reading Specialist Certification .............................................. 202
Requirements for the Doctoral Degree .................................... 202

Administrative Officers
Joan K. Smith, Ph.D., Dean
Jon Pedersen, Ph.D., Associate Dean of Graduate Studies and Research
Debbie Rodgers, Ph.D., Associate Dean of Undergraduate Advising

Degrees Offered
• Bachelor of Science in Education
• Master of Education
• Doctor of Philosophy
• Doctor of Education

General Information

HISTORY
One of the stated purposes of the University of Oklahoma when founded in 1890 was the study of the “art of teaching.” However, education as a field of study did not become a priority until Stratton D. Brooks assumed the presidency of the University. Under Brooks’ leadership, education first became a field of study (1909), then a school of study in the College of Arts and Sciences (1910), and finally an independent school (1920). Brooks brought Warren Waverly Phelan from Baylor University in 1912 to serve as the first director of the school. Phelan served until 1926.

In 1929, the School of Education became the College of Education under the direction of Ellsworth Collings, who had been director of the School of Education. He served until 1945, and six deans have served the College of Education since Collings. The current dean is Joan K. Smith, appointed in 1995.

The College of Education was reorganized in 1986 into three departments: the Department of Educational Leadership and Policy Studies, the Department of Educational Psychology, and the Department of Instructional Leadership and Academic Curriculum. The college currently has more than 1,000 undergraduate and 800 graduate students who are pursuing degrees and/or certification. The College offers master’s, Ph.D., and Ed.D. degrees; it is second only to the College of Arts and Sciences in the number of doctoral degrees awarded.

MISSION STATEMENT
The primary mission of the College of Education is to promote inquiry and practices that foster democratic life and that are fundamental to the interrelated activities of teaching, research, and practice in the multi-disciplinary field of education.

Ellsworth Collings Hall located on the South Oval.
PROGRAMS AND SPECIAL FACILITIES
OF THE COLLEGE

TE-Plus Teacher Education Program
The College of Education’s teacher preparation program is “TE-PLUS — Teacher Education: Professionalism, Leadership, Understanding, and Scholarship.” This extended program includes both undergraduate and graduate coursework and experiences. In the undergraduate component, students complete general education requirements and the majority of their professional and specialized education coursework which includes extensive field experiences in a variety of educational settings. This leads to a Bachelor of Science in Education.

After students complete the graduate component and pass all state certification exams, they will be recommended to the State Department of Education for initial licensure. The exams required for licensure include Oklahoma General Education Test (OGET), Oklahoma Subject Area Test (OSAT), and Oklahoma Professional Teaching Examinations (OPTE).

The Oklahoma Research Center for Continuing Professional and Higher Education
The mission of the Oklahoma Research Center for Continuing Professional and Higher Education is to “expand the scholarship and improve the performance and practitioners in the practice of continuing education.”

In carrying out its mission, the center involves faculty and students from various colleges and administrative units of the University in interdisciplinary research projects. The center was established in 1987 through a $1 million grant from the Kellogg Foundation of Battle Creek, Michigan.

The Counseling Psychology Clinic
The Counseling Psychology Clinic is a training facility for the Counseling Psychology, Community Counseling, and School Counseling graduate programs and offers instructional, counseling and assessment services to all Oklahomans. The purpose of the OU Counseling Psychology Clinic is to provide services to individuals, couples, families, and children involving various problems of living. Counseling services are charged on a sliding scale, based on familial income and the number of dependents. In addition to therapy, counselors provide psychological assessment services for children, adolescents, adults, couples, and families. Anyone currently living in Oklahoma can come to the clinic for services. University affiliation is not necessary to receive services. For an appointment, call (405)-325-2914.

The Institute of Child Development
The Institute of Child Development, which serves approximately 50 children from the Norman and University communities, has been accredited by the National Academy of Early Childhood Programs. Working with children from 2–5 years old, the Institute meets a variety of strict standards, including providing activities appropriate for preschool children, having an adequate student-staff ratio, meeting stringent health and safety standards, and providing opportunities for parental involvement. The OU Institute of Child Development was in the first group of licensed child care facilities in the United States to be accredited.

Science Education Center
The Science Education Center’s mission is to continue to be at the forefront of science education research while preparing teachers and professionals for lasting scholarly work and personal development in order to improve upon science education.

Student Services Center
The Student Services Center serves as an advising and information center for undergraduate and graduate certification only students in the College of Education. This office maintains records on all students pursuing teacher education. Students must consult their adviser before they will be cleared to enroll in classes. Advising occurs in both group and individual settings before advanced registration begins each semester. Students are encouraged to consult with their adviser about matters pertaining to their degree program and certification requirements. The office is located in room 137 Ellsworth Collings Hall (ECH).

Student Organizations
THE COUNSELING STUDENT ASSOCIATION
The Counseling Student Association aids the entry of graduate students into the professions of Counseling Psychology, Community Counseling, and School Counseling through such activities as mentoring new students, arranging colloquia, and providing input into program curricula and governance.

DEAN’S STUDENT ADVISORY COMMITTEE
The presidents of all of the undergraduate student organizations in the College of Education comprise the Dean’s Student Advisory Committee. Student leaders meet with the dean once a month to discuss current issues in the college and ways to improve their educational experience. The committee organizes several college events throughout the year, including the college-wide picnic, homecoming parade, Sooner Saturday, and the Scholastic Book Fair featuring book signings by authors of children's books. Meetings are open to all interested students.

DIVERSITY APPRECIATION GROUP
Diversity Appreciation Group (DAG) is a student-run group that is part of the Counseling Student Association. Its main objective is to create a forum in which students and faculty can explore and discuss our beliefs, values and behaviors in relation to others who are different from us in terms of age, gender, race, ethnicity, religion, sexual orientation, physical and mental abilities, socio-economic status, and other differences. Activities and cultural events are organized to help participants challenge their own biases.
EDPSYCH GRADUATE ORGANIZATION (EGO)
The purposes of the EGO are to collect, organize, and disseminate information to all graduate students in the Department of Educational Psychology regarding department news; scholarship, fellowship, assistantship, and research opportunities; employment opportunities; and social gatherings. A further purpose of the group is to serve as a hub for networking and establishing support systems. The group serves as a colloquia from which to learn about the latest theories, ideas, technologies, and practices within the specific areas of Instructional Psychology and Technology, the Counseling Programs, and Special Education. The group also serves as an agency from which to invite outside or local speakers on relevant subjects. Further, the group fosters understanding, cooperation, and collaboration between the specific areas of focus within Educational Psychology.

KAPPA DELTA PI
Kappa Delta Pi, the international honor society in education, recognizes outstanding contributions to education and encourages professional fellowship. Those undergraduate education majors who exhibit sound scholarship (a GPA of at least 3.40), commendable personal qualities, and worthy educational ideals are eligible for membership.

OKLAHOMA EDUCATIONAL STUDIES ASSOCIATION
OESA is an academic organization founded in 2001 to support graduate students and faculty in Education studies. Membership in OESA is open to all graduate students and faculty at the University of Oklahoma who are involved in educational inquiry and are in good academic standing, and committed to high quality scholarship and inquiry in the various fields of education. Education Studies derives its character and methods from a number of academic disciplines, and area studies, including history, philosophy, sociology, anthropology, religion, political science, economics, psychology, cultural studies, gender studies and educational policy studies.

THE STUDENT COUNCIL FOR EXCEPTIONAL CHILDREN
The University of Oklahoma Student Council for Exceptional Children is dedicated to enhancing the preparation of preservice special educators as they are about to embark on teaching students of all abilities. Professional development on timely topics through specific presentations is ongoing throughout the fall and spring semesters. Direct interaction with fellow students and faculty members further enriches the experiences available through this organization. Service learning provides additional opportunities to strengthen skills that will be needed once practicing in the field. Membership is open to preserve general educators as well as special educators.

STUDENT OKLAHOMA EDUCATION ASSOCIATION (SOEA)
Students are encouraged to become members of this organization, which is affiliated with the National Education Association (NEA). The Association brings students together to share a common interest in the teaching profession and also to join in related social and professional activities at the state and national level.

Scholarships and Financial Aid

UNDERGRADUATE SCHOLARSHIPS
- Frank and Dyan Agar Scholarship
- Blanche Honaker Brakebill Scholarship
- Rosa Brink and Shirley Brink Holladay Scholarship
- Leah Copass Brakebill Scholarship
- College of Education Associates Award
- College of Education Undergraduate Scholarship Award
- Judith Bratcher Crockett Scholarship in Education
- Mary Marie Cunningham Scholarship
- Dallas Area Education Alumni Scholarship
- Frances Ranson Dunham Scholarship Fund
- Carl P. and Erma W. Dunton Education Scholarship
- Garnett Fitro Award
- Dawn M. Glitsch Memorial Scholarship
- Ruby Grant Reading Scholarship
- Virginia Hallum Trust Award
- Clara Rusk Hastings Scholarship Trust
- Elizabeth Raye Hazelwood Scholarship
- Joanne Hendrick Early Childhood Endowed Scholarship
- Diane Holt-Reynolds Memorial Scholarship
- Sandra L. O’Brien Endowed Scholarship
- Oklahoma State Regents for Higher Education Future Teacher Scholarship Program
- Parks Memorial Scholarship
- Mary and Erin Reed Scholarship
- Landra and Grant Rezabek Scholarship Fund
- Sherry S. Steel Scholarship
- B.H. Taylor Scholarship
- Teach America Tomorrow Award
- University of Oklahoma College of Education Alumni and Friends Association
- Nadine R. Vincent Scholarship Fund
- Lila Merle Welch Memorial Fund

GRADUATE SCHOLARSHIPS
- William Jeffrey Argo Scholarship Fund
- Rosa Brink and Shirley Brink Holladay Scholarship
- A.E. Clark Memorial Graduate Scholarship
- College of Education Associates Awards Scholarships
- College of Education Graduate Scholarship
- Judith Bratcher Crockett Scholarship in Education
- Dallas Area Education Alumni Scholarship
- Hannah Foreman Davis Scholarship Fund
- Frances Ranson Dunham Scholarship Fund
- Carl P. and Erma W. Dunton Scholarship Fund
- Ruby Grant Reading Scholarship
- Herbert Hengst Scholarship in Administration in Higher Education
- Diane Holt-Reynolds Memorial Scholarship
- Paul F. Kleine Graduate Scholarship
- Michael Langenbach Scholarship
- Sandra L. O’Brien Endowed Scholarship
- William B. Ragan Memorial Scholarship
- The Kailas and Becky Rao Scholarship in Memory of Dr. Gerald Kidd
- Dr. Glenn Snider Education Scholarship Fund
- Sherry S. Steel Scholarship Fund
- Richard P. Williams Memorial Scholarship
- Fred Wood Scholarship

For more information on scholarship and financial aid opportunities, consult A Guide to Scholarships & Financial Aid available in the Office of Prospective Student Services and online through the OU Financial Aid Services Web site at http://financialaid.ou.edu/.
Undergraduate Study

General Information

STEPS IN ENROLLMENT

High School Students
If you are a high school graduate or soon will graduate, contact: Office of Admissions, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, (405) 325-2252.

Prospective students should follow all application instructions carefully. Information about tuition, fees, housing and student affairs is available from the Office of Admissions and the Office of Prospective Student Services.

Upon acceptance to the University, students will receive a letter containing information about advising and enrollment procedures. All students admitted directly from high school are advised through University College.

Transfer Students
If you wish to major in education and will be a transfer student from another college or university, contact: Office of Admissions, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, (405) 325-2252.

You may be admissible either to the University College or directly to the College of Education, depending upon whether you have accumulated sufficient hours and meet other requirements for admission to the College of Education.

Admission

There are three levels of admission involved in the TE-PLUS teacher education program.

I. Admission to the College of Education

Students at the University of Oklahoma are eligible for admission to the college after they have:

A. a minimum of 24 semester hours earned from an accredited institution of higher learning;
B. a minimum of 2.75 combined retention grade point average on all coursework attempted;
C. declared major in education.

II. Full Admission to a Certification Program

Students are eligible to apply for full admission to a teacher education certification program after they have:

A. a minimum of 30 semester hours from an accredited institution of higher learning earning a grade of C or better in the following 24 hours of coursework as defined by the Oklahoma State Regents for Higher Education: English (Composition and Literature) ENGL 1113 and 1213 or their equivalencies—six hours; College Algebra—three hours; American History—three hours; American Government—three hours; Humanities—three hours; Social and Behavioral Sciences—three hours; Natural Sciences—three hours;
B. a minimum of OU retention and combined retention grade point average of 2.75 on all coursework attempted;
C. successful completion of the Pre-Professional Skills Test (PPST) or Oklahoma General Education Test (OGET) unless otherwise exempted by a 3.00 combined retention grade point average on all liberal arts and sciences coursework.

Admission to a teaching education certificate program requires meeting particular program requirements, submission of an application and essay, and an interview with program area faculty. Upon successful completion of the interview process, students will be fully admitted to a specific teacher education program and given permission to enroll in education classes.

III. Admission to the Graduate College to Complete the Graduate Certification Component of the TE-PLUS Program

Students must be admitted to the Graduate College to complete the graduate certification component of the TE-PLUS program. They may begin a master’s degree program or be classified by the Graduate College as a certification only student. Those students wishing to pursue a master’s degree must also meet the specific admission requirements for that degree. For full admission to the Graduate College, students must achieve a 3.00 grade point average on the last 60+ hours of undergraduate work; for conditional admission, students must achieve a 2.75-2.99 grade point average on the same 60+ hours. Students also must meet the admission requirements of the master’s program they wish to enter.

Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU-Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned in any of these divisions are included in the OU retention and cumulative grade point averages for purposes of admission or readmission to the University, and to the individual colleges within the University.

Admission requirements are subject to change on an annual basis. For information that applies to you, please consult the degree checksheet in effect at the time of your first enrollment in the state system.

Retention

A. Students must maintain a minimum OU retention and combined retention grade point average of 2.75 in all undergraduate coursework. Students whose OU retention or combined retention grade point average at the undergraduate level falls below 2.75 will be subject to dismissal from the college. In the graduate component of their program, students must meet Graduate College requirements of a minimum 3.00 grade point average in all graduate coursework attempted and earn no grade less than a B. Academic credit from any division of the University of Oklahoma — Norman campus, Health Sciences Center, OU-Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned in any of these divisions are included in the OU retention and cumulative grade point averages for purposes of admission or readmission to the University, and to the individual colleges within the University.

B. Students must maintain a minimum of 2.75 grade point average in all professional and all specialized education courses earning no grade less than a C.

C. Students must earn a C or better in Communication 1113 or its equivalent.

D. Students who have not earned an OU retention or combined retention grade point average of 2.75 after the completion of 60 semester hours will be dismissed from the College.

E. Students will be withdrawn from courses for failing to observe prerequisites and corequisites. Continued disregard of prerequisites and corequisites is grounds for dismissal from the college.

F. Coursework over 10 years old in the professional and specialized education must be reviewed and approved by faculty in the appropriate area before it can be credited toward the completion of a teacher education degree or certification program. There is no guarantee that work over 10 years old will be accepted.

G. A student has six years to complete a teacher education degree after full admission to a teacher certification program. After the six-year period, a student must seek readmission to that program and meet the program requirements at the time of readmission.

H. To begin the graduate certification component, students must be admitted to the Graduate College in good standing (3.00 on the last 60+ hours) or conditionally (2.75–2.99 on the last 60+ hours).

Requirements for Graduation

The responsibility for meeting all graduation requirements lies with the student. The requirements for graduation from the University of Oklahoma through the College of Education are:

1. A minimum of 124 semester hours inclusive of general education, professional education, specialized education and elective courses.
2. OU retention and combined retention grade point averages of 2.75 or higher.
3. Minimum grade point average of 2.75 in all professional and all specialized education coursework.
4. A minimum of 40 hours of upper division coursework (3000-4000).
5. A grade of C or better in all professional and specialized education coursework.
6. A minimum of 60 hours from a senior institution.
7. Completion of an Application for Graduation and file by the published deadline.

General Education
General Education introduces the student to the arts, sciences and humanities as knowledge taken to be worthy in and of itself; as being valuable to the citizen participating in the American democracy; as knowledge useful to all in a technological society; and as an introduction to the fields of knowledge exposing the college student to various career options.

General Education is based on those studies known as the liberal arts and liberal sciences, which embrace the broad areas of the humanities, mathematics, the biological and physical sciences, the social and behavioral sciences, and oral and written communication skills.

Please refer to the respective checksheets for specific General Education requirements.

Professional Education
Professional core education courses are EDS 3003, EDSP 3054, EIPT 3043, EIPT 3473, EIPT 3483, EDUC 5920 and a graduate research course.

Education 5920 and a three-hour research course are completed in the graduate certification component.

Admission to the student teaching internship semester requires admission to the Graduate College and satisfactory completion of all baccalaureate degree requirements.

Continued progress in the professional sequence is dependent upon successful completion of prerequisites. (A laboratory fee, covering materials and equipment use, is charged of all students taking EIPT 3043, Learning with Educational Technologies.)

Specialized Education
Specialized education requirements vary according to the type of teaching certification program. The requirements for each certification program are printed on the degree checksheet. These checksheets are available online at: http://checksheets.ou.edu/educindx.htm and in the Student Services Center, 137 Ellsworth Collings Hall.

Continued progress in the specialized Education coursework is dependent upon successful completion of prerequisites.

Other Requirements
TRANSFER WORK
All professional education coursework transferred to the University of Oklahoma and submitted by the student as the equivalent of required courses in any teacher certification preparation program will be subject to the approval of the College of Education.

ACADEMIC RESIDENCE
A student in the College of Education shall satisfy the minimum academic residence requirement by completing courses offered on the University’s Norman campus or at a residence center. Residency begins with full admission to teacher education. The student can meet the residence requirement through one of the two following options:
1. Completing in residence 45 of the last 60 hours prior to graduation after being fully admitted to a teacher education program; or,
2. Completing in residence the last 30 consecutive hours prior to graduation after being fully admitted to a teacher education program.

ADVANCED STANDING, CORRESPONDENCE AND/OR EXTENSION
Credit granted through advanced standing may be accepted as residence study. Please refer to the Admissions section of this catalog for further information on the regulations governing advanced standing credit. Credit earned through correspondence cannot be used to meet the basic professional sequence requirements. The maximum allowable accumulation of advanced standing, correspondence and extension study credit in general education, specialized education, and professional education shall be one-fourth the total semester hours required in each category.

University of Oklahoma regulations pertaining to the acceptance of correspondence and extension credit from other institutions must be met before such work may be applied toward the degree.

CREDIT HOUR LOAD
Undergraduate Students
Sixteen semester hours constitute a normal enrollment. Students may enroll for 17 or 18 semester hours if they have grade point averages of 2.75 or above. Students with grade point averages of 3.00 or above may enroll for 19 or 20 semester hours if they have the approval of their adviser and the dean of the college. Students with grade point averages of 3.50 may take more than 20 semester hours if they have the approval of their adviser and the dean of the college. During the summer session the maximum enrollment is nine hours.

Graduate Students
Students enrolled for the student teaching internship may not take more than nine semester hours without the approval of their faculty adviser and the dean.

PASS/NO PASS OPTION
The pass/no pass option may be used only on elective courses belonging to one of the General Education areas of free electives. That is, if a specific course is listed as a requirement in one of these areas, it may not be completed under the pass/no pass option. Since such specific requirements vary with the individual teacher certification programs, it is the responsibility of the students to check their particular program requirements in the General Education areas so that they may properly apply the pass/no pass option to their credit for graduation. All professional and specialized education course requirements are also excluded from the pass/no pass option.

STUDENT RESPONSIBILITY
The College of Education disseminates information through various offices, particularly the Student Services Center. An adviser is appointed to every student enrolled in the college. Even so, the student is expected to read the catalog, and know and understand all the requirements stated therein and on the appropriate degree checksheet. The final responsibility for meeting degree requirements rests with the student.

ACADEMIC RETENTION NOTICE
Any student whose OU retention or combined retention grade point average falls below 2.75 will be subject to dismissal from the college.

Degrees Awarded
A degree is awarded only upon recommendation of the college, and represents the satisfactory completion of all requirements as set forth in the section, Requirements for Graduation section.

Degrees of Special Distinction will be awarded to graduating seniors who:
1. Have grade point averages of not less than 3.75 combined cumulative on all completed coursework;
2. Have completed not less than 60 hours of their last 75 hours in residence at the University; and
3. Have not been subject to disciplinary action.

Degrees with Distinction will be awarded to graduating seniors who:
1. Have grade point averages of not less than 3.50 combined cumulative on all completed coursework;
2. Have completed not less than 60 of their last 75 hours in residence at the University; and
3. Have not been subject to disciplinary action.

Licensure and Certification

Students who earn their degrees from the University of Oklahoma and who have satisfactorily completed the program requirements, including success on the three Certification Examinations for Oklahoma Educators (OGET, OSAT, and OPTE), will be recommended by the College of Education for state licensure. A teaching license will be issued by the Oklahoma State Department of Education. The license to teach is valid for one year, during which time the holder participates in the Oklahoma Resident Teacher Program. The residency must be served in an accredited school and under the supervision of a committee composed of professionals from the school and from among University teacher education personnel.

The committee is responsible for assisting the resident teacher and for making a final recommendation as to the resident teacher's eligibility for a standard teaching certificate.

Teaching Certificate Programs

The following three teacher certification programs are available exclusively through the College of Education:
- Early Childhood Education
- Elementary Education
- Special Education

The following are offered either through the College of Education or in collaboration with the College of Arts and Sciences:
- Foreign Language Education: French, German, Latin and Spanish
- Language Arts Education
- Mathematics Education
- Science Education
- Social Studies Education

The following is offered through the Weitzenhoffer Family College of Fine Arts:
- Music Education: Instrumental, Vocal.

Graduation requirements vary according to which college a student elects to enter, and are stated on the program area checksheets.

Field Experiences

The TE-PLUS program contains three formal field experiences where students are placed in educational environments representing rural, urban, and suburban settings. These field experiences are tied to particular coursework. Students will learn about the expectations and their placements during class. Other, more informal field experiences are affiliated with some of the courses in professional and specialized education courses. These experiences are critical to student's professional development. Each teacher certification program culminates with the student teaching internship as a 16-week full-time field experience.

Program Requirements

Bachelor of Science in Education Majors

Undergraduate degree requirements are revised and published annually by the Office of Curricular Changes and Academic Publications. The specific requirements are available on the Internet at: http://checksheets.ou.edu/educindx.htm.

EARLY CHILDHOOD EDUCATION

General Education Requirements

1. English — 12 hours: ENGL 1113, ENGL 1213 or EXPO 1213, ENGL 2413; COMM 1113.
2. Mathematics — 12 hours: MATH 1473, 1503 or 1523, 2213, 3213.
3. Social Studies — 12 hours: HIST 1483 or 1493; PSC 1113; ANTH 1113 or SOC 1113; Non-Western Culture — from approved general education list (3000-level and above) and adviser approved.
4. Science — 12 hours: One course in the biological sciences, BOT, HES, MBIO or ZOO; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOL, GPHY, METR, PHYS; and any 2000-level or higher science course. One course must include a laboratory component.
5. Behavioral Science — three hours; EDEC 3413.
6. Practical Arts — three hours; EDEC 2203.
7. Arts and Humanities — three hours: PHIL 1013.
9. Foreign Language — 0–10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of two years in a single foreign language in high school); Teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English.
10. Senior Capstone Course — EDEC 4123; satisfied under Specialized Education requirements.

Professional Education

EDS 3003, EIPT 3043, 3473, 3483; EDSP 3054; EDEC 3001, 4001, 4980.
Additional coursework required for certification: EDUC 5920 (PK–K), 5920 (1–3), ILAC 5143.

Specialized Education

EDEC 3213, 3211, 3223, 3233, 4123, 4121, 4203; MUED 2733; EDMA 3053, 3153; EDLT 3183, 3253, 4303; EDSC 4093; EDSS 3553; additional free electives to meet the 124 requirement for graduation.

ELEMENTARY EDUCATION

General Education Requirements

1. English — 12 hours: ENGL 1113, ENGL 1213 or EXPO 1213, ENGL 2413; COMM 1113.
3. Social Studies — 15 hours: HIST 1483 or 1493; PSC 1113; ANTH 1113 or SOC 1113; GEOG 1103 or 2603; Non-Western Culture — from approved general education list (3000-level and above) and adviser approved.
4. Science — 12 hours: One course in the biological sciences, BOT, HES, MBIO or ZOO; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOL, GPHY, METR, PHYS; and any 2000-level or higher science course. One course must include a laboratory component.
5. Arts and Humanities — three hours: MUNM 1743.
6. Foreign Language — 0–10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of two years in a single foreign language in high school); Teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English.
7. Senior Capstone Course — EDLT 4313.
8. Electives to total 55 hours.

Professional Education

EDS 3003; EIPT 3043, 3473, 3483; EDSP 3054; ILAC 4003.
Additional coursework required for certification: EDUC 5920; ILAC 5043.

Specialized Education

MUED 2743; HES 3173; EDEL 3142; EDMA 3053, 3153, 4053; EDLT 3253, 3711, 3713, 4201, 4203, 4313; EDSS 3553, 4323; EDSC 4093, 4193; EDEL 4101; ILAC 4043; additional electives to meet the 124 minimum for graduation.
FOREIGN LANGUAGE EDUCATION

General Education Requirements
1. Communication Skills — nine hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113.
4. Science — eight or nine hours: One course in the biological sciences, BOT, HES, MBIO or ZOO; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOL, GPHY, METR, PHYS. One must include a laboratory component.
5. Behavioral Science — three hours: one course chosen from ANTH 1113, PSY 1113 or SOC 1113.
6. Arts and Humanities — six hours: two courses chosen from ENGL 2413, A HI 1113, or MUNM 1113.
7. Contemporary World Culture — 13 hours: HIST 1223 or 1233 (Spanish majors complete HIST 2613 or 2623); an elementary knowledge of another classical or modern foreign language is required (two courses).
8. Non-Western Culture — three hours: one course chosen from approved general education list (3000-level or above).
9. Senior Capstone Course — three hours: FR 4993 or GERM 4333 or LAT 4503 or SPAN 4183.

Electives to total 55 hours.

Professional Education
EDEN 3223, 4913, 4923; EDS 3003; EIPT 3043, 3473, 3483; EDSP 3054.

Additional coursework required for certification: EDUC 5920; EDEN 5203.

Specialized Education
American Literatures: Students must take at least four ENGL courses from the following list. One course must be ENGL 2773 or 2883. ENGL 2713, 2723, 2733, 2743, 2823, 3253, 3353, 3713, 4013, 4713, 4723, 4733, 4813, 4823, or 4833.

English Literatures: Students must take at least four ENGL courses from the following list. One course must be ENGL 2543 or 2653 and one must be ENGL 4523 or 4533. ENGL 3033, 3513, 3523, 3533, 3543, 3613, 3623, 4013, 4413, 4433, 4453, 4533, 4543, 4553, 4563, 4573, 4583, 4613, 4623, 4643, 4653

World Literatures: ENGL 2313 and 2443; students must also take at least two ENGL courses from the following list. ENGL 2433, 3013, 3313, 3321, 3333, 3343, 3363, 3373, 3383, 3403, 3423, 3433, 3573, 3633, 3653, 3723, 4003, 4223, 4233, 4243, 4263, 4303, 4403, 4423, 4443, 4453, 4463, 5003.

Communication and Linguistics: Students must take at least one course from the following list. ENGL 4463, COMM 2003, 2213, 3223, 3513, 4153, 4223.

Additional guided electives to meet the 124 hours required for graduation, 10 hours.

MATHEMATICS EDUCATION

General Education Requirements
1. Communication Skills — nine hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113.
2. U.S. History and Government — six hours: HIST 1483 or 1493; PSC 1113.
3. Biological Science — four to five hours: one course in the biological sciences, AGSC, ASTR, CHEM, GEOG, GEOL, GPHY, METR, PHYS. One course of the above biological or physical science courses must include a laboratory component.
4. Behavioral Science — three hours: one course chosen from PSY 1113, SOC 1113 or ANTH 1113.
5. Arts and Humanities — nine hours: ENGL 2413, 4133, PHIL 1013.
6. Foreign Language — 0-10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of two years in a single foreign language in high school); Teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English.
7. Non-Western Culture — three hours: one course chosen from approved general education list (3000-level or above).
8. Senior Capstone Course — three hours: MATH 4513.

Electives to total 55 hours.

Professional Education
EDS 3003; EIPT 3043, 3473, 3483; EDSP 3054; EDMA 3001, 4001, 4242; ILAC 4003, 4043; MATH 4232.
Additional coursework required for certification: EDUC 5920, One of the following: EDL 5753, ILAC 5143, MATH 5990.

Specialized Education

MATH *1823, *2423, 2433, 2443, 2513, 3113, 3333, 3613, 4323, 4753; PHYS *2514; CS 1313 or 1323; HSCI 3013 or 3023; three to nine hours from Math 4193, 4383, 4673, 4733, 4793, 4803, 4853.

*These 10 hours along with the 45 hours listed in General Education comprise the 55-hour minimum college requirement for General Education.

Additional electives: two to eight hours in mathematics or education.

SCIENCE EDUCATION

General Education Requirements

1. Communication Skills — nine hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113.
2. Mathematics — six hours: Math 1523; one course in Algebra or Calculus.
4. Behavioral Science — three hours: one course chosen from ANTH 1113; PSY 1113; SOC 1113.
5. Arts and Humanities — nine hours: PHIL 1013; two courses chosen from A H 1113, ENGL 2413, MUN M 1113.
6. Contemporary World Culture — three hours: one course in geography, economics, foreign language, world literature, or American ethnic studies.
7. Foreign Language — 0–10 hours: Two college-level courses in a single foreign language (may be satisfied by successful completion of two years in a single foreign language in high school); Teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English.
8. Non–Western Culture — three hours: one course chosen from approved general education list (3000-level or above).
9. Senior Capstone Course — EDUC 4060; satisfied under Professional Education requirements.
10. Electives to total 55 hours from business, computer science, fine arts, and library and information studies, or areas listed above.

Professional Education

EDS 3003; EIPT 3043, 3473, 3483; EDSP 3054; EDSS 4551, 4563.

Additional coursework required for certification: EDUC 5920; Cultural Diversity Elective (may be taken during senior year); EDSS 5313 or an introductory master’s-level research course in one of the social sciences or history.

Specialized Education

HIST 1613, 1623, 3393, six World History Electives; GEOG 1114, 2603, 3633; PSY 2503, three hours P SC Electives; nine hours American History Electives; 12 upper-division hours taken from areas of world history, political science, American history, or social science perspectives (electives chosen from economics, sociology, or psychology); three additional elective hours to meet the 124 hour undergraduate minimum for graduation may be taken from areas listed above to deepen preparation.

SPECIAL EDUCATION

General Education Requirements

1. English — 12 hours: ENGL 1113, ENGL 1213 or EXPO 1213, ENGL 2413; COMM 1113.
3. Social Studies — 12 hours: HIST 1483 or 1493; P SC 1113; GEOG 1123; Non-Western Culture — three hours: one course chosen from approved general education list (3000 level or above).
4. Science — 12 hours: one course in the biological sciences, BOT, HES, MBIO or ZOO; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOL, GPHY, METR, PHYS; and, any 2000-level or higher science course. One course must include a laboratory component.
5. Behavioral Science — six hours: PSY 1113; PSY 2403 or 2603.
6. Foreign Language — 0–10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of two years in a single foreign language in high school); Teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English.
7. Senior Capstone Course — EDSP 4890; satisfied under Specialized Education requirements.
8. Electives: one hour.

Professional Education

EDS 3003; EIPT 3043, 3473, 3483; EDSP 3054.

Additional coursework required for certification: EDSP 5303; EDUC 5920 (Elementary), 5920 (Secondary).

Specialized Education

EDLT 3253, 3711, 3713, 4201, 4203; EDSC 4093; EDSS 3553; EDMA 3053; EDSP 4743, 3890, 4513, 4623, 4723, 4413, 4890, 4633, 4823, 3753, 4203.

Additional coursework required for certification: EDSP 5403.
Department of Educational Leadership and Policy Studies

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Faculty Roster
Professors Ballard, Fox, O’Hair, Raburn, Rossow, J. K. Smith, C. A. Vaughn, Weber; Associate Professors Dillon, Garn, Karpiak, Laird, Maiden, Noley, Tan; Assistant Professors Bennett, Frick, D. Gutierrez, K. Gutierrez, Rager, Williams.

Degrees Offered
• Master of Education
• Doctor of Education
• Doctor of Philosophy

Master’s Degree Programs
• Adult and Higher Education
• Educational Administration, Curriculum and Supervision
• Educational Studies

Doctoral Degree Programs
• Adult and Higher Education
• Educational Administration, Curriculum and Supervision
• Educational Studies

Certificate Programs
• Superintendent of Schools
• Principal, Elementary/Secondary Schools

Master’s Degree Programs
ADMISSION AND REQUIREMENTS

Admission to a master’s degree program in education requires a 3.00 grade point average for the last 60 credits of undergraduate study. Additional qualifications may be required by faculty in some areas.

Applicants for programs leading to the Master of Education degree must present a bachelor’s degree in an appropriate field from an accredited college or university. Students may elect a thesis or a non-thesis program. Students must complete degree requirements within six calendar years after their first graduate enrollment at the University of Oklahoma. A written comprehensive examination may be required in the Department of Educational Leadership and Policy Studies.

The program for the master’s degree includes intensive preparation for a specialized type of educational responsibility with study in associated fields. Work at the graduate level may be required in educational psychology and historical, philosophical and social foundations of education. The exact pattern of the program will be determined after consultation with the adviser.

Specific program requirements are intended to provide excellence of preparation in the field of practice. General requirements across the department assure a common base for all graduates. Thesis programs require a minimum of 30 semester credit hours, and non-thesis programs typically require a minimum of 32 credits.

Descriptions of each master’s program are given on the following pages. Prospective students are encouraged to seek additional information by contacting the graduate liaison officer in the department about the program area of their interest.

ADULT AND HIGHER EDUCATION (EDAH)
The master’s program in Adult and Higher Education prepares individuals to assume entry-level and mid-level administrative roles in appropriate adult and higher education organizations. The master’s program is comprised of a comprehensive curriculum and practical experiences designed to prepare students for professional positions in a variety of educational and training organizations including colleges and universities, governmental agencies, educational planning agencies, and business and industry. The master’s program offers these emphases:
• Adult and Continuing Education
• Higher Education Administration, Institutional Research, Student Personnel Services, Community College Administration, and Intercollegiate Athletics Administration
• Distributive/Distance Learning and Education
• Training and Development

Adult and Continuing Education
This emphasis is designed to provide students with the competencies necessary to develop and administer successful educational programs for adults based on the literature in adult learning, program planning, and administration. This emphasis prepares professionals for work as administrators, program planners, and adult education specialists in a variety of organizations including universities, colleges, community colleges, vocational schools, business, industry, and government.

Higher Education Administration
The general higher education concentration focuses on topics related to general administration in colleges and universities. In this concentration, students are introduced to theories, issues, and research related to organizational behavior, leadership, academic administration, financial management, and planning in higher education. The concentration prepares students to become competitive candidates for entry-level to mid-level general administrative positions in higher education, intercollegiate athletics, and institutional development.

Institutional Research
The institutional research concentration focuses on the utility of data and information in decision making, planning, and management in colleges and universities. Students are introduced to management and decision support systems and the types of research that should be undertaken on various institutional aspects (students, faculty, staff, facilities, capital and finance, curricula, programs, internal and external environments) which can yield important findings and implications for planning and management purposes. This concentration prepares students to assume institutional research positions in higher education.

Student Personnel Services
The student personnel services concentration focuses on administration and research related to college students. In this concentration, students are introduced to concepts and theories related to the administration of student personnel services, and to critical research topics dealing with college students (such as factors related to college choice, persistence, development, and student outcomes). This concentration prepares students to assume entry-level to mid-level administrative student personnel positions in higher education, in such areas as student services, residence life, financial aid, counseling, placement, student development, and tutoring.

Intercollegiate Athletics Administration
Intercollegiate athletics is increasingly becoming an important and complex administrative function in higher education. The intercollegiate athletics administration concentration focuses specifically on organizational, administrative, and managerial issues related to intercollegiate athletics. This concentration prepares students for careers in athletic and related departments in higher education.
Distributive/Distance Learning Education
The emphasis on distance education prepares professionals for work in the field of distance education as administrators, planners, instructors, and telecommunications specialists in a variety of education-related organizations, including universities, colleges, state and federal agencies, business and industry. The distance education emphasis offers concentrations in administration and program design. The administration concentration is designed to provide professionals with the competencies required to plan and administer distance learning systems. The distance education design concentration prepares instructors with the competencies required to teach students who study at a distance. The focus of this program is on the application of telecommunications in educational settings.

Training and Development
The training and development emphasis prepares professionals for work as trainers, directors of training programs, and human resource professionals in a variety of training organizations including business, industry, government, and educational entities. Adult learning theory, instructional strategies, and evaluation provide a basic foundation for the study of training and development.

EDUCATIONAL ADMINISTRATION, CURRICULUM AND SUPERVISION (EACS)

The purpose of the master’s degree program in educational administration, curriculum and supervision is to provide graduate-level preparation for professional positions such as elementary school principal, middle school principal, director of elementary education, secondary principal, secondary curriculum consultant or supervisor, general or specific supervisor, curriculum consultant, and curriculum director. This program is offered in both thesis and nonthesis formats.

EDUCATIONAL STUDIES (EDS)
The master’s program in educational studies is designed to engage experienced educators in interpretive, normative, and critical studies of children’s and adults’ education for social justice — in diverse historical and cultural contexts, and in different nations — via the arts, humanities, and social sciences. Such interdisciplinary studies enhance the creative resources of educators and other persons involved in social service work who aim to be transformative leaders. For example, students consider the state’s, institution’s, or organization’s role as an agent of acculturation or of social change. History, philosophy, sociology, economics and anthropology are, therefore, major disciplinary tools that inform the policy and practice of educators.

Doctoral Programs

Doctoral programs in Educational Leadership and Policy Studies are designed to prepare personnel for administrative, service and faculty positions in colleges and universities, public schools and other education and training agencies in government and the private sector. It is possible to study for the doctorate in adult and higher education, educational administration, curriculum and supervision, and educational foundations.

The doctoral degrees awarded in the College of Education are the Doctor of Philosophy (Ph.D.) and the Doctor of Education (Ed.D.). Ph.D. programs in the Department of Educational Leadership and Policy Studies focus on scholarly inquiry in several discrete areas and are intended to serve individuals who are research oriented and have promise of developing new knowledge in their fields of study. In addition to the Ph.D., EACS also offers a Doctor of Education, also known as the Executive Ed.D. The Executive Ed.D. program is directed at terminal degree preparation of practitioners in education who can be expected to serve with distinction in demanding professional positions.

Admission to doctoral study in education requires a minimum 3.25 grade point average on all graduate work attempted and additional requirements as determined by program areas within the department. The Graduate Record Examination is required of all applicants to a doctoral program. Upon acceptance by the area faculty and in consideration of recommendations made by the faculty, the department chairperson and/or the graduate studies committee and the doctoral student, the graduate dean will appoint an advisory committee. The advisory committee consists of a chairperson from the student’s major field, at least one representative from outside the department, and other faculty totaling at least five members. An advisory conference will determine the program of study that must be completed to qualify for the degree.

Upon completion of the required course work (exclusive of the dissertation), students must complete the General Examination. Prior to attempting the General Examination, a student must demonstrate proficiency in research methods prescribed in both quantitative and qualitative research for Doctor of Philosophy candidates. These standards are set forth in the department’s Graduate Studies Handbook. The student must also meet all relevant requirements of the Graduate College, as well as those of the student’s individual program area. The candidate is expected to complete all degree requirements within four years after the General Examination. Failure to accomplish this may require another writing of the General Examination and/or the revalidation of coursework.

Prospective students are encouraged to contact the appropriate program area for information about program availability, and college and departmental requirements. In addition, the section of the Graduate Bulletin, which describes the procedures and requirements for graduate study at the University, should be reviewed and kept as a reference.

ADULT AND HIGHER EDUCATION DOCTORAL PROGRAM

The doctoral program in Adult and Higher Education is designed to prepare individuals for teaching and research positions in Adult and Higher Education, and for individuals interested in administrative and service positions in colleges and universities, professional organizations, and other educational and training agencies in government and the private sector. The degree awarded in adult and higher education is the Doctor of Philosophy (Ph.D.). This degree is directed toward the development of scholars and scholar/practitioners in Adult and Higher Education and is intended to serve individuals who have promise of making scholarly contributions to their area of expertise. Doctoral emphases within the Adult and Higher Education program include:

- Adult and Continuing Education
- Continuing Professional and Higher Education
- Higher Education Administration, Institutional Research, Student Personnel Services, Community College Administration, and Intercollegiate Athletics Administration
- Distributive/Distance Learning Education
- Training and Development

Students selecting an Adult and Continuing Education emphasis will develop knowledge and research skills to meet the learning needs of adults in formal or informal settings. The Continuing Professional and Higher Education emphasis provides students with the knowledge, competencies, and research skills appropriate to the role of administrator, professor, and researcher within the continuing professional and higher education frameworks. The Higher Education emphasis provides students with an in-depth understanding of administrative and research issues related to higher education as a unique organization, institutional research, student personnel services, and intercollegiate athletics administration. The Distance Education emphasis prepares students for work in the field of distance education as administrators, planners, instructors, and telecommunications specialists in a variety of education-related organizations. In the Training and Development emphasis, students will develop an in-depth understanding of the human resource potential in governmental, business and industrial organizations.

EDUCATIONAL ADMINISTRATION, CURRICULUM AND SUPERVISION DOCTORAL PROGRAMS

The doctoral programs (Ph.D. and Ed.D.) in EACS are designed to prepare individuals for careers in the education profession, including those found in higher education institutions and public schools. The Ph.D. is intended for those who wish to pursue careers in the research-oriented professions such as a faculty member in a research institution or as a professional staff member in a research center. The degree requires a high level of commitment to research and an understanding of leadership functions. The Executive Ed.D. degree is intended for those aspiring to central office
Department of Educational Psychology

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Faculty Roster

Counseling Psychology: Professors Newman, Pace, Pappas, Stoltenberg; Associate Professor Beesley; Assistant Professors Frey, Robbins, McWhirter.

Instructional Psychology and Technology: Professor Greene, Miller; Associate Professors Bradshaw, DeBacker; Assistant Professors Crowson, Cullen, Ge, Hardre.

Special Education: Professors Gardner, Haring, Martin; Associate Professor Lovett; Assistant Professor Brandes.

Degrees Offered

- Master of Education
- Doctor of Philosophy

Master’s Degree Programs

- Community Counseling
- Instructional Psychology and Technology
- School Counseling
- Special Education

Doctoral Degree Programs

- Counseling Psychology
- Instructional Psychology and Technology
- Special Education

Purposes

The mission of the Department of Educational Psychology, through its programs in counseling, instructional psychology and technology, and special education is to:

1. Develop and disseminate new knowledge through research and scholarly activity, deliver quality instruction, and provide professional training worthy of recognition at the regional and national levels;
2. Provide service to the University and leadership to our respective disciplines at the state, regional and national levels;
3. Be responsive to those opportunities for research, training and service occurring at the junctures of those disciplines within the department, and;
4. Participate fully in those teacher-preparation and related educational programs, through which the College of Education meets the state’s needs for educational personnel.

Graduate Assistantships

A limited number of graduate assistantships and fellowships are available. These are usually reserved for students in doctoral programs. Applications can be made through the program area coordinator.
Special Facilities
COUNSELING CLINIC
The Counseling Psychology Clinic is located on South Base at the corner of Lawrence and Constitution in Building 5-6. The clinic functions as a mental health facility for Norman and surrounding areas with services provided by masters students in the community and school counseling programs and doctoral students in counseling psychology.

Admission Requirements
Admission to study for the master’s degree in education requires a grade point average of 3.00 in the last 60 hours of undergraduate study. Additional requirements in some areas are determined by area faculty. Admission to study beyond the master’s degree in education requires a minimum of 3.25 grade point average on all graduate work attempted, and additional requirements as determined by appropriate faculty committees. Graduate Record Examination scores are required of all applicants to doctoral programs and are used as one criterion for acceptance. Prospective students are encouraged to consult the Department of Educational Psychology Graduate Student Handbook for information about program availability, and college and departmental requirements. In addition, the section of the Graduate Bulletin, which describes the procedures and requirements for graduate study at the University, should be reviewed and kept as a reference.

Requirements for the Master’s Degree
Applicants for programs leading to the degree of Master of Education must present a bachelor's degree in an appropriate field from an accredited college or university. A student must complete work within six calendar years after the student's first graduate enrollment at the University of Oklahoma. Depending on program area, a written examination is required and thesis, non-thesis, or special project options may be applicable. The program for the master's degree includes intensive preparation for a specialized type of educational or professional responsibility with study in associated fields. The exact pattern of the program will be determined after consultation with the advisor. The student should check with the program area for specific course requirements. The specific requirements of each program are tailored to provide excellence of preparation in the field of practice.

Master’s Degree Programs
Descriptions characterizing each master’s program follow. Prospective students are encouraged to seek additional information by contacting the program coordinator in their area of interest.

COUNSELING
The counseling program area offers two master’s degree programs:
Community Counseling — This 49 credit-hour program is designed to train persons who are interested in working as counselors in various community, state, and federal agencies. All students complete a one-year supervised practicum at the OU Counseling Clinic, and a one-year internship at an external mental health agency. For graduates of this program who wish to pursue the Licensed Professional Counselor (LPC) license issued by the state of Oklahoma, 11 hours of additional coursework is required. This additional coursework is available to those who wish to meet LPC requirements.
School Counseling — This 48 credit-hour program is designed to train persons interested in working as counselors in elementary and secondary schools in both public and private settings. It is a two-year, 48-hour program designed to accommodate the work schedules of public school teachers. Graduates of the program will have completed the coursework and experiences necessary to state certification as a school counselor in Oklahoma.

INSTRUCTIONAL PSYCHOLOGY AND TECHNOLOGY
The program area in instructional psychology and technology offers four master’s degree options:
- Instructional Design
- Instructional Technology
- Design and Development of Instructional Software
- Instructional Psychology and Technology
The Instructional Design master’s degree option develops the knowledge and skills necessary for the execution and management of instructional design/development projects in a variety of settings. Study of the psychological foundations of learning and the elements of instructional design are central to this option. Instructional Designers work with content experts to develop training and instructional programs in business, industry, or government.
The Instructional Technology master's degree option provides general training in the area of instructional technology and curriculum design. This option provides expertise in a wide range of instructional technologies and associated best instructional practices. Employment settings for graduates of this option tend to be in business and government (including schools).
The Design and Development of Instructional Software master’s degree option prepares persons who wish to develop instructional software, including web-based instructional environments. Study of instructional design and the psychological foundations of learning provide a theoretical grounding for this option. The graduates of this option typically work in business or government training settings.
The Instructional Psychology and Technology masters’ degree option develops expertise in the psychological foundations of learning and instruction. This option is particularly well suited to educators seeking to strengthen their instructional effectiveness.

SPECIAL EDUCATION
The master’s degree program in special education is designed to prepare master educators to meet the needs of individuals with disabilities in schools and other natural environments. It is possible to complete special education teacher certification requirements while working towards the M.Ed. degree. Graduates of the program typically assume positions as teachers or administrators of programs serving individuals with disabilities. Students in the program are required to complete six core courses in special education and one introduction to research course. These core courses focus on advanced knowledge regarding instructional strategies, management techniques, accommodations, and modifications to support individuals with disabilities as they reach their fullest potential. Students take an additional 12 credit hours of elective courses designed to accommodate individual interests. Thus, students complete the program with either 32 or 34 credit hours depending on whether they select a non-thesis or thesis option. Students have the opportunity to work closely with nationally recognized faculty and develop a support network of professional colleagues as they become master educators.

Doctoral Programs
Doctoral programs in the Department of Educational Psychology are designed for present and prospective administrative, service and faculty positions in colleges and universities, public schools, and other education and training agencies in government and the private sector. Doctoral programs exist in the areas of instructional psychology and technology, counseling psychology (accredited by the American Psychological Association) and special education. Ph.D. programs in the Department of Educational Psychology are directed at development of scholarly expertise in an area and are intended to serve individuals who have promise of making contributions to their area of expertise. In addition, the Ph.D. counseling psychology program is designed to prepare licensed psychologists in this specialty area. Admission to doctoral study in the department requires a minimum 3.25 grade point average on all graduate work attempted. All applicants must present Graduate Record Examination general test scores (Verbal,
The purpose of the master’s degree program in bilingual education is to advance the student’s understanding of limited English proficiency students and the instructional strategies necessary in teaching these students. **NOTE:** This program has a limited enrollment and is offered via cohort groups.

**EARLY CHILDHOOD EDUCATION**

The purpose of the master’s degree in early childhood education is to increase the depth and breadth of students’ understanding of developmental theory, curriculum, and instructional methodology for educating and caring for children from birth to age eight. Students will explore current research and issues in the field and the forces affecting them.
ELEMENTARY EDUCATION
The purpose of the master’s program in elementary education is to provide advanced professional education and specialized academic work designed to further the professional competence level of teachers in elementary schools.

ENGLISH/LANGUAGE ARTS EDUCATION
The purpose of the master's program in English/language arts is to advance student understandings of the field of English Education through studies of English/language arts teaching, curriculum, and research in literacy, language, composition, and literature.

INSTRUCTIONAL LEADERSHIP
The purpose of the master’s program in instructional leadership is to increase students’ understanding of the multi-disciplinary nature of the field, including inter- and cross-disciplinary studies within and outside the department.

MATHEMATICS EDUCATION
The purpose of the master’s program in mathematics education is to promote professional and scholarly growth in students’ understanding of mathematics learning and pedagogy from theoretical, research, and practical orientations, as well as to provide leadership for the mathematics education community.

READING EDUCATION
The purpose of the master’s program in reading education is to foster students’ understanding of current theory and research in literacy learning, teaching, and curriculum from birth through post-secondary education. Students may also wish to obtain a reading specialist certification in conjunction with the master’s degree. Please see the Reading Specialist Certification description in the next section.

SCIENCE EDUCATION
Central to the master’s program in science education is the development of professionalism, scholarship, and leadership in pedagogy and science content. Students explore teaching and learning at all school levels and in diverse environments.

SECONDARY EDUCATION
The purpose of the master’s program in secondary education is to provide advanced professional education and specialized academic work designed to enhance the professional competence level of teachers in secondary schools.

SOCIAL STUDIES EDUCATION
The purpose of the master’s program in social studies education is to advance student understanding in social studies teaching and content in elementary and secondary education.

Reading Specialist Certification
The requirements for certification as a Reading Specialist include:
1. Standard Oklahoma Teaching Certificate.
2. Completion of a master’s degree in reading education.
3. Compilation of a portfolio demonstrating mastery of the Oklahoma Competencies for certification as a Reading Specialist.
4. Passing score on the state certification examination for Reading Specialists.

Requirements for the Doctoral Degree
Doctoral programs are designed for present and prospective service and faculty positions in colleges and universities, public schools, and other education and training agencies in government and the private sector.

The Doctor of Philosophy (Ph.D.) program is directed at the development of scholarly expertise in an area and is intended to serve individuals who have promise of making contributions to their areas of expertise. Details are available in the College of Education, Graduate Records Office, 820 Van Vleet Oval, Norman, OK 73019-2041.

Admission to doctoral study requires a minimum 3.25 grade point average on all graduate work attempted, and additional requirements as determined by program areas within the department. These include such things as a writing sample, personal interview, and letters of recommendation. All applicants must present Graduate Record Examination general test scores (verbal, quantitative and analytic), which are used along with other data as a basis for admission. A TOEFL of 550 or better for international students is also required.

A student may be accepted into a doctoral program only after the application is completed and the student has been accepted by the program area. An advisory committee will be approved by the graduate dean upon recommendation from the student’s area and department graduate liaison in consultation with the student. The advisory committee will consist of five members, with at least three from the department and one from outside the department. The advisory conference will determine the program of study that must be completed to qualify for the degree.

The candidate is expected to complete all degree requirements within four years after the General Examinations. Failure to accomplish this may require the candidate to retake the General Examination.
College of Engineering

107 Carson Engineering Center
Norman, OK 73019-1021

Phone: (405) 325-2621
FAX: (405) 325-7508

Internet: http://coe.ou.edu/

Table of Contents

Administrative Officers ........................................ 203
General Information ............................................. 203
Directors of Schools ............................................ 204
Facilities ............................................................ 204
Williams Student Services Center ......................... 204
Strategy for Academic Excellence .......................... 204
Undergraduate Programs ...................................... 205
Admission Requirements ....................................... 205
Scholastic, Transfer and Special Regulations ............ 205
Enrollment Information ........................................ 206
Basic Degree Requirements .................................. 207
Second Bachelor’s Degree ..................................... 207
Minors .............................................................. 207
BS/MS Accelerated Degree .................................. 207
Graduation Requirements ..................................... 208
Other Information ............................................... 208
Scholarships and Financial Aid .............................. 209
School of Aerospace and Mechanical Engineering .... 210
Undergraduate Study ............................................ 211
Graduate Study .................................................. 212
Program in Bioengineering .................................... 214
Graduate Study .................................................. 215
School of Chemical, Biological and Materials Engineering .................................................. 216
Undergraduate Study ............................................ 217
Graduate Study .................................................. 219
School of Civil Engineering and Environmental Science ........................................... 220
Undergraduate Study ............................................ 222
Graduate Study .................................................. 224
School of Computer Science ................................ 225
Undergraduate Study ............................................ 226
Graduate Study .................................................. 226
School of Electrical and Computer Engineering ...... 227
Undergraduate Study ............................................ 229
Graduate Study .................................................. 230
Department of Engineering .................................. 231
Undergraduate Study ............................................ 232
Graduate Study .................................................. 232
Program in Engineering Physics ......................... 232
Undergraduate Study ............................................ 233
Graduate Study .................................................. 234
School of Industrial Engineering ........................... 234
Undergraduate Study ............................................ 236
Graduate Study .................................................. 239

Administrative Officers

Thomas L. Landers, Ph.D., Dean of the College of Engineering
P. Simin Pulat, Ph.D., Associate Dean for Education
Musharraf Zaman, Ph.D., Associate Dean for Research

General Information

Instruction in professional engineering was first given at the University of Oklahoma in 1899 when a course in surveying was offered. The following year, 1900–01, the first two years of engineering were presented. In 1902–03 a curriculum in civil engineering was established, and a School of Mines was organized. At the same time, courses in electrical and mechanical engineering were listed. In 1904 the courses in engineering were organized as a School of Applied Science. In 1909 the School of Mines and the School of Applied Science were joined and reorganized as the College of Engineering. The first professional degrees were conferred in 1909.

The college has grown substantially since that time. It now offers degrees in 10 undergraduate engineering fields, as well as computer science and environmental science. The student body includes approximately 2,200 undergraduate students and 550 graduate students. Its facilities now fill eight major buildings with research facilities in portions of six other buildings.

In recent years, the College has been a major contributor to the philosophy of modern engineering education. It was one of the first to develop and adopt the “core” type engineering curricula now prevalent throughout the country. It was also one of the first to use the new approach to engineering laboratory work, wherein the student’s creativity is developed through the planning and carrying out of the experiment as an exercise in engineering analysis and design. Thus, the curricula in engineering are constantly being updated and modified to meet the needs of industry and future graduate work, increase the versatility of the student, and prolong the usefulness of the material taught.

The college is organized into schools and departments with the responsibility for administering the undergraduate and graduate programs of study, or
curricula, as listed in the later pages of this catalog. The professional subjects in these curricula are supported by courses from other colleges of the University. Upon satisfactory completion of one of the curricula, a student will be recommended for a degree, in most cases qualified by the name of the engineering field pursued.

**Directors of Schools**

Sub R. Gollahalli, Ph.D., Director, School of Aerospace and Mechanical Engineering  
Edgar A. O’Rear, Ph.D., Director, Bioengineering Program  
Lance L. Lobban, Ph.D., Director, School of Chemical, Biological, and Materials Engineering  
Robert C. Knox, Ph.D., Director, School of Civil Engineering and Environmental Science  
Le Gruenwald, Ph.D., Director, School of Computer Science  
James J. Sluss, Jr., Ph.D., Director, School of Electrical and Computer Engineering  
Michael Santos, Ph.D., Chair, Engineering Physics Program  
Randa L. Shehab, Ph.D., Interim Director, School of Industrial Engineering

**Faculty**

The deans, professors, associate professors, assistant professors and instructors in the schools and departments of the College of Engineering constitute the faculty of the College.

The professional faculty is a representative group of engineers who have received their education in the best universities of this country and abroad. A number of the faculty have had wide industrial and consulting experience.

**Facilities**

The main College of Engineering complex is located on the northeast corner of the University’s Norman campus. The six-story Carson Engineering Center includes classrooms and laboratories for civil and environmental engineering and environmental science, computer engineering, electrical engineering, and industrial engineering. Felgar Hall houses laboratories and facilities for aerospace and mechanical engineering, the Engineering Library, Engineering Computing Services (ECS), and the Williams Student Services Center. Surkeys Energy Center houses chemical engineering. Other buildings include the Engineering Laboratory Building, housing the computer science. The College is in the process of building two new buildings: Devon Energy Hall and the Exxon-Mobil Lawrence G. Rawl Engineering Practice Facility. Several other smaller buildings for research purposes complete one of the finest engineering education complexes in the Southwest.

The other laboratories of the college are well-equipped to demonstrate the principles of courses offered and are described in other sections of this catalog. Through these laboratories and the actual use of apparatus, instruments, and equipment a student is able to make practical applications of the theories and principles which he/she has learned in the classroom.

Students of the college are active in field work. In addition, laboratories and other facilities of the College are used by the students and faculty members not only in their regular work, but also for research and experiments which are of benefit to the industrial development of the state.

**COMPUTING**

The OU Network consists of a high-speed backbone with connections to faculty, staff, laboratory, and classroom computers. Wireless technology extends the network to cover the engineering buildings, outside areas, laboratories, and classrooms. For more detailed information, visit:  
http://support.ou.edu.

**LAPTOP REQUIREMENT**

Students with a major in the College of Engineering are required to have a laptop computer. The laptop technologies are used to enhance the learning experience and the value of College of Engineering graduates. Students should consult with faculty advisers, ECS, or the Williams Student Services Center for additional information.

The College believes that the use of a computer should be second nature to all of our engineering students, and that they should start to utilize this technology from the minute they arrive here as freshmen. Specifically, we believe that a laptop affords students the best mix of speed, size, and mobility. The computer will be used in many ways, in class, out of class, on weekends, at home, in the dorm, to do research, to do assignments, to access the Internet, etc. Some instructors will utilize it more than others, and some may not require it in class at all. However, if an instructor does require a laptop in class, it is the student’s responsibility to have one. He or she can fulfill this requirement in several ways: purchase, rental, or lease.

**Williams Student Services Center**

Phone: (405) 325-4096  
P. Simin Pulat, Associate Dean for Education  
Matt Green, Recruitment Team and Instructor  
Sue Mobley, Student Leadership and Services Coordinator  
Tiffany Nelson, Scholarship-Internship Coordinator  
Elizabeth Bowers-Cook, Director of Diversity and MEP  
Theresa M. Marks, Director of Advising  
Jana Adams, Assistant Director of Advising  
Tori Bertrand, Senior Academic Counselor  
Stephanie Corea, Academic Counselor

The Williams Student Services Center (WSSC) staff helps current and prospective College of Engineering students meet career and academic goals through academic advising, student support services, leadership development, and other programs designed to recruit, retain, and graduate the best possible engineering students. Tutoring, mentoring, College of Engineering scholarships, diversity initiatives, and many college-wide events such as the College’s Career Fair, annual Open House, and Convocation are coordinated by WSSC staff. For more information visit the WSSC in 112 Felgar Hall, www.coe.ou.edu/wssc, call (405) 325-4096, or e-mail us at coe.wssc@ou.edu.

**Strategy for Academic Excellence**

It is the goal of the faculty, staff, and advisers of the College of Engineering to provide the most complete and comprehensive learning experience possible to the student. Our vision is to produce engineering graduates who are pacesetters in a rapidly changing, technology-driven world — graduates sought first by both industry and investors as engineers, technology managers in existing companies, and entrepreneurs of technology-based companies. This is being accomplished by transforming our faculty expectations and our approach to student mentoring, and by adjusting our curricula to align with the realities of a knowledge-based economy.

Strategies to make this vision a reality for our students include:

- Enhancing the traditional role of teaching excellence and mentoring by becoming a leader in the demonstration of technological innovation and personal creativity in the knowledge delivery and learning process;
- Expanding traditional faculty research through leadership in the creation of new technology and processes, industry partnerships in product development, and economic development through the spin-off of new technology-based ventures;
- Attracting the very best students through our demonstrated leadership in producing graduates widely known for their ability to not only get jobs, but to create jobs as well; and
- Becoming the catalyst which brings together the best minds from OU, the private sector, and government agencies to acquire the technical and scientific resources to make OU a premier research center, serving all facets of worldwide industry.
The implementation of these strategies ensures the OU engineering student one of the best, well-rounded, interdisciplinary, technology-based engineering education in the country.

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**Undergraduate Programs**

**SCHOOL OF AEROSPACE AND MECHANICAL ENGINEERING**
- Bachelor of Science in Aerospace Engineering
- Bachelor of Science in Mechanical Engineering (pre-med elective option also available)
- Accelerated BS/MS in Aerospace Engineering
- Accelerated BS/MS in Mechanical Engineering

**SCHOOL OF CHEMICAL, BIOLOGICAL, AND MATERIALS ENGINEERING**
- Bachelor of Science in Chemical Engineering (biotechnology and pre-medical/biomedical engineering elective options also available)
- Accelerated BS/MS in Chemical Engineering
- Accelerated BS/MS in Chemical Engineering (Biotechnology)/Bioengineering
- Accelerated BS/MS in Chemical Engineering (pre-medical/biomedical engineering)/Bioengineering

**SCHOOL OF CIVIL ENGINEERING AND ENVIRONMENTAL SCIENCE**
- Bachelor of Science in Architectural Engineering
- Bachelor of Science in Civil Engineering
- Bachelor of Science in Environmental Engineering
- Bachelor of Science in Environmental Science
- Accelerated BS/MS in Civil Engineering
- Accelerated BS/MS in Environmental Engineering
- Accelerated BS/MS in Environmental Science

**SCHOOL OF COMPUTER SCIENCE**
- Bachelor of Science in Computer Science
- Accelerated BS/MS in Computer Science

**SCHOOL OF ELECTRICAL AND COMPUTER ENGINEERING**
- Bachelor of Science in Computer Engineering
- Bachelor of Science in Electrical Engineering
- Accelerated BS/MS in Computer Engineering/Computer Science
- Accelerated BS/MS in Computer Engineering/Electrical Engineering

**PROGRAM IN ENGINEERING PHYSICS**
- Bachelor of Science in Engineering Physics (jointly administered by the Department of Physics in the College of Arts and Sciences and the College of Engineering)

**SCHOOL OF INDUSTRIAL ENGINEERING**
- Bachelor of Science in Industrial Engineering (information technology and pre-medical elective patterns also available)
- Accelerated BS/MS in Industrial Engineering
- Accelerated BS/MBA in Industrial Engineering/Business Administration
- Accelerated BS/MS in Information Technology

The following programs are accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET): Aerospace Engineering, Architectural Engineering, Chemical Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Engineering Physics, Environmental Engineering, Industrial Engineering, and Mechanical Engineering. The computer science program is accredited by the Computing Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore MD 21202-4012; telephone: (410) 347-7700.

**Admission to the College**

Students must be admitted to the University of Oklahoma before being admitted to the College of Engineering. Please refer to the “Admissions, Enrollment, and Student Financial Services” section of the catalog for detailed information on admission to the University. First-year students are admitted to the University College. Inquiries concerning admission to the University and University College should be addressed to the: Office of Admissions, University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076. Students should carefully assess their potential to meet the College’s requirements before committing to attend the University of Oklahoma with a proposed major in engineering.

In order to be eligible for admission to the College of Engineering, applicants who are direct from high school must be admitted to OU and have earned 24 semester credit hours with a combined retention grade point average of 2.00 or higher.

Nonresidents of Oklahoma transferring to the University of Oklahoma College of Engineering must have a retention GPA of 3.00, regardless of the institution from which they are transferring.

The Schools of Aerospace and Mechanical Engineering and Electrical and Computer Engineering have requisite course and additional grade point average requirements. For details see the individual school sections of this catalog.

**Scholastic, Transfer and Special Regulations**

The College of Engineering subscribes to the grading practices and policies in effect at the University of Oklahoma. Special considerations after admission are:

a. Students should check transfer equivalencies on the transfer equivalency tables on the Web at [http://www.ou.edu/admrec/etables.htm](http://www.ou.edu/admrec/etables.htm).

b. Students should visit the Williams Student Services Center (112 Felgar Hall) to determine exactly how their transfer credits apply to their College of Engineering degree program.

c. Pass/No Pass course enrollments may not be used to satisfy College of Engineering course requirements.

d. Academic credit from any division of the University of Oklahoma — Norman campus, OU Health Sciences Center, OU-Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of admission or readmission to the University, and to the individual colleges within the University. (See also Residence Requirements under Graduation Requirements.)

e. A minimum grade of C is required for each course offered toward the degree.

f. The Schools of Aerospace and Mechanical Engineering and Electrical and Computer Engineering have additional grade point average and course requirements. For details, see those sections in this chapter of the catalog.

**ACADEMIC PERFORMANCE**

A student must maintain at least a 2.00 grade point average (GPA) in order to be in good standing in the College. Any student who has a combined or OU retention grade point average that falls below 2.00 is on academic performance contract. Further, any student who has a major or curriculum OU and/or combined retention grade point average that falls below a 2.00 is on academic performance contract. Students on contract may be denied enrollment privileges in upper division major courses and are not allowed to pre-enroll. The OU retention GPA must be at least 2.00 or greater after one semester or the student will be stopped from the College of Engineering. In
addition, these students are required to complete the Student Behavior Inventory (SBI) and attend at least two Student Success Series Seminars each semester they are on contract.

Students are also on contract if they take a required curricular course twice and do not successfully complete it the second time (with a minimum grade of C). These students must take the course the next time it is offered and must complete it with a minimum C grade. Otherwise, they will be permanently stopped by the College of Engineering.

Any student who is on academic contract will not be allowed to enroll after classes begin.

If, at any time during a semester, the scholastic standing in any class of a student on contract is deemed unsatisfactory (for instance, if the prerequisites are not met), the College office will recommend to the Office of Enrollment Services that the student be withdrawn from the class.

A student on academic contract in the College or on academic probation with the University may not hold office in any student organization in the College of Engineering or in any University sponsored or recognized organization or activity.

**ENROLLMENT STOPS AND READMISION**

Students on academic performance contract who fail to bring their OU and combined GPA to a 2.0 after one semester will have an enrollment stop placed by the College of Engineering. A student who has taken a curricular course twice and not completed it for curricular credit (for instance, has made a D, F, I, U, AW, W, or AU) is on contract. If the student does not successfully (grade of C or better) complete the course the third time it is taken, the student is stopped from the college. A student with a stop from the College of Engineering may be eligible for enrollment in another college under the University retention policy. To continue at the University of Oklahoma, the student must need to make an appointment with the Center for Student Advancement, 311 Old Science Hall, or call 325-2574. However, even if the student is able to continue at the University, further enrollment in College of Engineering courses is not allowed.

A student with an academic stop from the College of Engineering is unlikely to be readmitted to the College.

**UNIVERSITY PROBATION AND SUSPENSION**

Students should consult the “Admissions, Enrollment and Student Financial Services” section of this catalog for the policy concerning University probation and suspension.

**HONOR ROLL**

To be eligible for the College of Engineering Dean’s Honor Roll, a full-time undergraduate student must earn at least 12 or more hours (hours of A, B, C, D, P, S) and attain a grade point average of 3.00 or higher during a regular fall or spring semester. Part-time students may qualify for the honor roll by earning at least six but less than 12 hours and attaining a grade point average of 3.00 or higher, provided they have no W’s for that semester.

There is no college honor roll during the summer session or during intersessions, and hours and grades earned during these sessions are not included in any way in determining eligibility for inclusion on regular semester honor rolls.

**CONDUCT OF ENGINEERING COURSES**

A student is responsible for the prerequisite and the content of any course in which he or she is officially enrolled. The establishment of specific policy concerning class attendance requirements, as well as announced and unannounced examinations, is the responsibility of the individual instructor. When absences seriously affect a student’s classwork, the instructor may report this fact to the Office of Admissions and Records and the information will be directed to the student’s college dean.

The College of Engineering requires comprehensive examinations to be given during the regularly scheduled examination periods in all undergraduate courses excluding directed readings, pure laboratory courses and project type design courses and seminars. No faculty member is authorized to depart from this regulation or from the published examination schedule for a class or an individual without prior approval.

Special early examinations given to individual students or groups of students as substitutes for final examinations are prohibited. A student will not be expected to take more than two examinations in one day.

**ACADEMIC APPEALS**

The College of Engineering has established an Academic Appeals Panel to hear grade appeals and academic misconduct cases. To obtain the procedures to be followed, a student should contact the Dean’s office in 107 Carson Engineering Center, and refer to Title 14 of the Student Code.

**OFFICIAL NOTICES**

Students should watch the bulletin board in the Williams Student Services Center, the Williams Student Services Center home page and/or their school office within the College for notices.

**Enrollment Information**

**CREDIT HOUR LOAD**

Students normally enroll in 12-19 hours of work. Enrollment in more than 19 credit hours is permitted only with the approval of the Director of Advising at the Williams Student Services Center (112 Felgar Hall). Permission to carry more than 19 hours will depend primarily on the student’s scholarship record and his/her ability to carry increased loads.

State Regents limit the overload to a number of semester hours 50 percent greater than the number of weeks in the applicable term.

**ADVISEMENT**

All students in the College of Engineering are assigned a faculty adviser in their major field. If a student has not yet selected a specific engineering field, he/she will see an adviser in the Williams Student Services Center who can assist in making this choice. Students risk delaying their graduation if they do not make a timely selection of a major. Students must consult with and obtain the signature of the faculty adviser in order to be cleared for enrollment. The College of Engineering does not permit “self-advising.”

**ENROLLMENT IN UPPER-DIVISION COURSES**

Enrollment in upper-division College of Engineering courses, except any courses specifically exempted in the General Catalog or Class Schedule, is restricted to students who are admitted to the College of Engineering and in some cases to those admitted to a specific degree program, have completed the necessary grade and course prerequisites, and are advised into the classes by their engineering faculty or staff adviser. Qualified students from outside the College of Engineering are welcome in advanced courses if they have the necessary grade and course prerequisites, and are encouraged to explore specific interests with the schools and instructors involved. Approval must be obtained from the professor teaching the course and the Director of Advising in the Williams Student Services Center, 112 Felgar Hall.

**ENROLLMENT LIMITATIONS**

1. Pass/No Pass course enrollments may not be used to satisfy College of Engineering course requirements.

2. Students may not proceed in their major courses until they have achieved a minimum grade of C in all prerequisites.

3. Students may take a course in their curriculum only three times (this includes I, AU, W, AW, D, F). If the course is taken unsuccessfully three times and is required only in the major, the possibility of a student continuing in the College of Engineering in a different major will be determined on an individual basis.

4. When courses are repeated, the last time a student takes a course is the grade of record.
Basic Degree Requirements

The basic requirements listed below may be completed in four years. Students with deficiencies in their English, mathematics, or basic science skills may require additional coursework to reach the necessary level of college preparation or what is often referred to as “being curriculum ready.” These students should plan on additional semesters of study.

All undergraduate students majoring in a professional engineering program of the College of Engineering must satisfactorily complete the curriculum outlined below. For more complete information concerning the requirements for each degree, see the curriculum listed under each school of specialization. Curriculum checksheets are also available in the Williams Student Services Center, 112 Felgar Hall, and on the Web at checksheets.ou.edu/engrinhd.htm.

Students with undecided majors should decide on a specific engineering major prior to the completion of 24 semester hours.

CORE PROGRAM

All engineering curricula within the College of Engineering contain a “core” program of coursework. The core program consists of courses in mathematics, basic science and engineering science. Placement in mathematics and chemistry courses is based on high school preparation and performance on placement examinations. A student may enter a course sequence (such as Math 1823, 2423, 2433 and 2443) at a level appropriate for his/her ability. However, college credit must still be obtained for each of the courses listed below. A student relieved from any course must gain college credit by advanced standing examination or by substituting a course with school and adviser approval. The following courses constitute the “core” program.

Mathematics
1823, Calculus and Analytic Geometry I
2423, Calculus and Analytic Geometry II
2433, Calculus and Analytic Geometry III
2443, Calculus and Analytic Geometry IV

Basic Science
Chemistry 1315, General Chemistry
Physics 2514, General Physics for Engineering and Science Majors
Physics 2524, General Physics for Engineering and Science Majors

Engineering Sciences—Required:
1410, Freshman Engineering Orientation I
1420, Freshman Engineering Orientation II
2003, Engineering Practice I
Computing: Structured Programming Language. (The College of Engineering believes that all engineering students should have a background in structured programming. Each school will determine the course(s) in structured programming language(s) that best fit the needs of its students.)

GENERAL EDUCATION REQUIREMENTS

All College of Engineering students who obtained their first college credit during Fall 1990 or later are required to satisfy the University-wide General Education course requirements. Courses must be chosen from five areas.

I. Symbolic and Oral Communication — this area requires six hours of grammar and composition, foreign language, and three hours of mathematics. Current degree requirements in all College of Engineering curricula satisfy all general education English and mathematics requirements. The foreign language requirement can be satisfied by either two years of the same foreign language in high school or two semesters at the college level.

II. Natural Science — requires two courses totaling seven hours in two different sciences; at least one course must include a laboratory component. Engineering students satisfy this requirement with the physics and chemistry courses currently required.

III. and IV. Humanities/Social Sciences — requires 12 hours, plus U.S. Government and American History. The 12 hours must be chosen, three hours each, from four areas: (1) social sciences; (2) understanding artistic forms; (3) Western civilization and culture; and (4) non-western culture. General education requires that three hours of these 12 hours be upper-division. Since only a small number of upper-division courses are approved by the General Education Committee for social science and artistic forms, the College of Engineering recommends students take their upper-division courses in the Western and Non-Western Culture areas.

V. Senior Capstone Course — this requirement will be satisfied by a senior design course designated as a capstone course. The capstone course must be taken at OU.

Students whose first college work was prior to Fall 1990 or who have transfer coursework completed prior to Fall 1990, do not have a foreign language requirement and must meet an alternative 12 hour Humanities/Social Sciences requirement. Please note that the first college credit must be earned in the Oklahoma state system to qualify for the alternative general education requirements. Information on the alternative requirement is available in the Williams Student Services Center.

PETITIONS

General Education — Any departure from the General Education rules and regulations must be petitioned to the Provost’s Advisory Committee on General Education. This petition must be submitted through the Williams Student Services Center.

College of Engineering — Any departure by a student from the curriculum requirements, other than General Education, and scholastic rules must be approved by a petition in the school of the student’s major, and must not conflict with existing University regulations. A student submitting a petition must obtain the written recommendation of his/her adviser and submit it to his/her major school for faculty action. Petitions should be submitted in a timely manner since time restrictions can preclude their consideration. After a decision of petitions, they are forwarded to Williams Student Services Center to be placed in the student’s permanent record in the College.

Second Bachelor’s Degree

A student who has completed the requirements for the bachelor’s degree at OU may also receive a second bachelor’s degree at OU upon the completion of the curriculum prescribed for the second degree, provided that the work completed includes at least 30 additional hours of upper-division engineering, applied science and elective courses appropriate to the field of the second degree at OU. These courses must be over and above the hours completed for the first degree. All admission, retention and graduation requirements listed previously hold for the second degree.

The curriculum to be followed will be decided jointly with the student, the faculty adviser, and the Williams Student Services Center, according to current University policy.

Minors

The College of Engineering does not offer engineering minors; however, the School of Computer Science offers a minor in computer science and the School of Civil Engineering and Environmental Science offers a minor in environmental science. In addition, engineering students may complete minors in other areas — such as math, chemistry, philosophy, etc. — and these will be posted on the transcript after graduation. A new minor has been established specifically for engineering students in the Price College of Business; the Entrepreneurship Minor.

For details of the minors available from within the College, students should check with the Williams Student Services Center, 112 Felgar Hall. For other minors, students should check with the college which offers the minor for specific requirements and declaration of the minor.

BS/MS Accelerated Degree

Several engineering programs offer accelerated BS/MS degrees. These degrees are designed to be completed in five years for the student who is curriculum ready upon beginning the freshman year. Several of the senior level courses are taken at the graduate level and are counted in both degrees. For further information, see details under the information about the schools and their degree program or contact Williams Student Services Center at (405) 325-4096.
Graduation Requirements

The College of Engineering is organized into departments and schools. The degree of Bachelor of Science, qualified by the name of the engineering field pursued is conferred upon graduates of the College.

The student must satisfy the following requirements:

1. **Curricular Courses**: Complete all prescribed curricular courses or equivalent courses as approved by the faculty with a minimum grade of C in each course.

2. **Two-year College Transfer Credits**: A minimum of 60 semester hours must be earned in a senior college or four-year school for a baccalaureate degree.

3. **Degree Requirements**: Fulfill all requirements listed on the degree sheet. Although the dean’s office and school office check each student’s records, the responsibility for meeting graduation requirements lies with the student, and not with the adviser, the school or the dean.

4. Be in good academic standing with the College and the University.

5. Make application for the degree by the deadline date for the semester in which the student plans to graduate. The deadline date will be posted on the Williams Student Services Center bulletin board, 112 Felgar Hall.

6. To insure that the above conditions will be met, the student should request a degree check by completing the Graduation Self Check form in the Williams Student Services Center. This action should be taken during the semester before the student expects to graduate. The student can access his/her degree audit at any time online through Degree Navigator (degree.ou.edu), which can be used as a tentative semester-by-semester graduation check.

7. **Residence Requirements** — to be recommended for a degree, a candidate must have:
   a. spent two semesters or the equivalent in residence, with at least one semester enrolled as a College of Engineering student;
   b. completed at OU 36 of the hours listed in the junior and senior years on their curriculum checklist, 24 of these 36 hours must be in the major field;
   c. fulfilled the grade and grade point requirements of the College and School;

   **NOTE**: Academic credit from any division of the University of Oklahoma — Norman campus, OU Health Sciences Center, OU-Tulsa, or Continuing Education — is considered resident credit at the University of Oklahoma. Grades and hours earned at any of these divisions are included in the OU retention and cumulative grade point averages for purposes of determining completion of degree requirements.

8. **Three categories of degrees are offered in the College of Engineering as follows**:
   a. **Bachelor of Science**: The College of Engineering is organized into departments and schools. The degree of Bachelor of Science qualified by the name of the engineering field pursued is conferred upon graduates of the College.
   b. **Distinction**: The faculty may recommend that the degree with Distinction be conferred on students who have a combined cumulative grade point average of 3.40 and with Special Distinction on students who have a combined cumulative grade point average of 3.70.
   c. **Honors**: The Honors College may recommend the degree cum Laude, Magna cum Laude or Summa cum Laude. Special requirements, in addition to the regular requirements for graduation, are approved by the Honors College.

Degrees are formally conferred at spring commencement and convocation exercises. However, degrees are also awarded in absentia at the end of each fall semester and summer session. All diplomas are mailed to students following the official graduation date. The degree and date of the diploma are entered on the student’s permanent academic record. The date of graduation is the last day of the semester or summer session in which all requirements for the degree are completed. When a student completes all requirements for a degree, other than at the close of a semester or summer session, the Office of Academic Records, upon request, will issue a certified statement that the student is eligible for the degree as of the date when the requirements for the degree were completed.

**GRADE AVERAGE REQUIREMENTS**

For information on the State Regents Repeat/Reprieve Forgiveness Policy and Retention/Cumulative GPAs, see the “Academic Standards” section of this catalog.

In order to graduate, a student must have:

1. A minimum grade of C in each course required in the curriculum.
2. Both an OU retention and a combined retention grade point average of 2.00 or higher.
3. A 2.00 or better combined retention average for all attempted courses presented to satisfy curriculum requirements. Curriculum requirements include each and every course on the selected degree requirement sheet.
4. A 2.00 or better OU retention average for all courses attempted at the University of Oklahoma used to satisfy curriculum requirements.
5. A 2.00 or better OU and combined retention average in all courses taken in the major field. Major field is defined by the degree field selected.

For purposes of graduation and retention, these grade point averages may be affected by academic forgiveness policies. Students should consult the “Admissions, Enrollment and Student Financial Services” section of this catalog for more information.

Students not meeting the grade average requirements explained above have grade point deficiencies, and they must undertake efforts to raise their grade point average. This must be done with the approval of the Williams Student Services Center and the faculty adviser.

**TIME LIMITATIONS ON COURSEWORK**

A student may elect to graduate under the requirements for an undergraduate degree plan in effect at the time of his or her first enrollment in the state system, provided that he or she completes the work for a degree within a maximum of six years, which is reflected in the degree check. If the work for a degree covers a period longer than that specified by the College, the College will determine the degree plan to be in effect for that student’s graduation.

A student whose initial enrollment in the state system is during the summer session will be subject to the University of Oklahoma catalog in effect for the year following that summer.

Credit in the student’s major field or area of concentration which is more than 10 years old may not be applied toward a bachelor’s degree unless it is validated by the major department, or by the departments in the student’s area of concentration. (The term “area of concentration” is included in addition to “major field” to allow for those cases in which the equivalent of a major may be earned by a combination of work in several departments.)

**Other Information**

**CO-OP PROGRAM**

The Co-op Program offers a work-study experience which combines a sequence of academic study and engineering employment in industry or government. Participating in the Co-op Program allows the engineering student to gain first-hand experience in the application of academic studies to engineering problems. The student makes personal contact with practicing engineers which may be useful in furthering long-term career goals. The co-op student receives compensation during work periods, which may assist in financing his or her education, and earns academic credit for the co-op work, of which up to three credit hours may be applied toward a degree program.

Participation in the Co-op Program is optional and open to students enrolled full time in a degree program administered by the College of Engineering. Students who wish to participate in the Co-op Program must have completed all of the requirements of the first year of their degree program with a minimum 2.50 GPA. Students must also have the approval of the Director of the School of their major. Employment in a Co-op position requires the approval of the participating company. Interested students should apply as soon as possible during their first three semesters on campus.
**ENGINEERING SOCIETIES AND CLUBS**

It is important that the student become acquainted with people of the industry and meet as many practicing engineers as possible. The best and easiest way of doing this is to become an active member of a student organization which is affiliated with one of the national engineering societies.

Departmental clubs and societies, arranged in order of establishment, are given below: Engineers’ Club, 1910; Institute of Electronic and Electronic Engineers, 1912; American Society of Civil Engineers, 1912; American Society of Heating, Refrigeration and Air-Conditioning; Society of Women Engineers, 1941; American Institute of Aeronautics and Astronautics, 1942; Society of Physics, 1948; Institute of Industrial Engineers, 1950; American Indian Science and Engineers Society, 1977; National Society of Black Engineers, 1979; Association for Computing Machinery, late 1970s; Triangle Fraternity for Scientists, Engineers and Architecture, 1983; Society of Manufacturing Engineers, 1984; Institute for Operations Research and the Management Scientists, 1990; Environmental Science Student Association, 1992; Human Factors Society, 1993; Alpha Sigma Kappa, 1997; OU Robotics Club, 1999; Engineering Leadership Roundtable, 2001; Deans Leadership Council, 2002; Biomedical Engineering Society, 2002; American Society of Heating, Refrigeration and Air-Conditioning; Society of Hispanic Professional Engineers; and Engineers Without Borders, 2005.

The Engineers’ Club at the University of Oklahoma was founded in 1910 and has grown to be one of the largest student organizations on campus. Its main function is to promote fellowship among faculty and students while governing extracurricular activities for engineers. The Engineers’ Club meets once a month. A typical meeting is likely to include officer and chairperson reports, entertainment, a technical program and a short informal social gathering with refreshments.

Within the club is the quasi-legislative body, St. Pat’s Council, composed of representatives from all engineering organizations and a service organization, Loyal Knights of Old Trusty.

The main activities of the club are the College of Engineering Fall Festival, Open House, Career Fair, and Engineers’ Week including a banquet, and the crowning of the Engineers’ Queen and King.

The American Indian Science and Engineering Society established in 1977 was the first organization of its kind in the nation. Graduates of this first chapter went on to assist in the establishment of the national chapter of AISES. The Society of Women Engineers or SWE Chapter in the College of Engineering is part of a national organization for women in engineering and OU’s chapter was again one of the first established in the nation.

National student chapters of the Society of Black Engineers and the Society of Hispanic Professional Engineers round out the outstanding student organizations with goals to assist in the recruitment and retention of a diverse engineering and science student body at the University of Oklahoma.

**HONOR SOCIETIES AND ORGANIZATIONS**

Students in the College of Engineering at OU have numerous opportunities for leadership, honor, and recognition through university-wide honor societies and organizations such as: Alpha Lambda Delta, Phi Eta Sigma, the “Top Ten” programs, Golden Key, Tassels, Big Man on Campus/Big Woman on Campus, Omicron Delta Kappa, Mortar Board, Letzeiser Awards, and Order of the Omega.

Tau Beta Pi, honorary society in engineering, was founded at Lehigh University in June, 1885. Its purpose is to offer students of technical schools of America membership in an honorary association. It is not wholly a professional society since students who are qualified in any branch of engineering may become members. The annual election to the society, which is based upon scholarship, integrity, breadth of interest (both inside and outside of engineering), adaptability and unselfish activity, is limited to the upper one-fifth of the senior class and to the students who have grade averages within the upper one-eighth of the junior class. The government of the organization in each chapter is under the direction of the elected student officers and an advisory board consisting of four faculty members of Tau Beta Pi. Membership in Tau Beta Pi is one of the highest scholastic honors that an undergraduate engineering student can receive. The Oklahoma charter was granted in 1926.

In addition to the above honorary societies open to selected students of all College of Engineering schools, chapters of the following honorary fraternities are active at the University of Oklahoma: Sigma Gamma Tau, 1927, national honor society of aerospace engineering; Pi Tau Sigma, 1939, national honor society of mechanical engineering;Eta Kappa Nu, 1942, national honor society of electrical engineering; Pi Epsilon Tau, 1947, national honor society of petroleum engineering; Sigma Gamma Epsilon, 1916, national honor society of geology; Alpha Chi Sigma, 1939, national honor society of chemistry; Pi Mu Epsilon, 1929, national honor society of mathematics; Sigma Pi Sigma, 1930, national honor society of physics; Alpha Pi Mu, 1968, national honor society of industrial engineering; Tau Sigma Delta, 1968, national honor society of architecture; and Chi Epsilon, 1983, national honor society of civil engineering.

**INTERNSHIPS**

The College of Engineering encourages all students to spend at least one summer as an intern either with College faculty assisting with research or with industry. Both the Williams Student Services Center and the OU Career Services office work to facilitate this process.

**MULTICULTURAL ENGINEERING PROGRAM**

The University of Oklahoma Multicultural Engineering Program (MEP) is designed for the recruitment and retention of students who contribute to the diversity of the College of Engineering. Academic and professional support include a freshmen orientation course, tutoring, career and employment assistance, and a scholarship program. Scholarships are available on a competitive basis with need and academic achievement used as selection criteria. Information may be obtained by contacting: Multicultural Engineering Program, 865 Asp Avenue, 112 Felgar Hall, Norman, OK 73019-1053, (405) 325-4096.

**STUDY ABROAD PROGRAMS**

The College of Engineering encourages students to participate in the excellent Study Abroad programs sponsored by the University of Oklahoma. There is one program specifically for College of Engineering students which takes place during the summer: Clermont-Ferrand, France for General Education approved social science and western civilization course. These courses are taught in English.

In addition, many students choose to spend a semester or year studying engineering and/or other subjects in one of the over 60 countries/171 universities with which the University of Oklahoma has reciprocal agreements. For further information, see: www.ou.edu/intprog/edexops.htm.

**Scholarships and Financial Aid**

Students with majors in the College of Engineering are eligible for merit-based scholarships administered through the College of Engineering Dean’s Office, the individual schools within the College of Engineering, or the OU and National Scholars Offices. The scholarships are listed in the publication, A Guide to Scholarships & Financial Aid, which is available from the Office of Prospective Student Services, (405) 325-2151, or 1-800-234-6868, on online through the OU Financial Aid Services Web site at http://financialaid.ou.edu.

Incoming freshmen and new transfer students are encouraged to apply through the university’s online scholarship application process, and the school of your major within the College of Engineering. Please refer to application forms for scholarship deadlines. Deadlines must be met for proper consideration for the academic year. Incoming freshmen should fill out only one Incoming Freshman Scholarship Application form to be
School of Aerospace and Mechanical Engineering

Sub R. Gollahalli, Director
Ramkumar Parthasarathy, Graduate Liaison
212 Felgar Hall
Norman, OK 73019-1052
Phone: (405) 325-5011
FAX: (405) 325-1088
Internet: http://www.ame.ou.edu/

Faculty Roster

Aerospace Engineering: Professors Gollahalli, Gramoll, Miller, Stalford, Striz; Associate Professor Parthasarathy; Assistant Professor Attar, Vedulla, Xu.

Mechanical Engineering: Professors Altan, Chang, Gollahalli, Gramoll, Miller, Stalford, Striz; Associate Professors Baldwin, Gai, Lai, Parthasarathy; Assistant Professors Attar, Merchant-Merchant, Olson, Rennaker, Saha, Siddique.

Degrees Offered

• Bachelor of Science in Aerospace Engineering
• Bachelor of Science in Aerospace Engineering/Master of Science
• Bachelor of Science in Mechanical Engineering
• Bachelor of Science in Mechanical Engineering/Master of Science
• Master of Science
• Doctor of Philosophy

General Information

AEROSPACE ENGINEERING

Aerospace engineering is one of the most rewarding and challenging careers available. There is a fulfilling excitement in designing and building flying craft ranging from general aviation to high performance military aircraft and commercial airliners. There are also opportunities in the design and flight of spacecraft. Challenging space projects are awaiting the next generation of engineers. Aerospace technology has also expanded to include ground effect machines, helicopters, hydrofoil ships, high-power lasers, wind turbines, and high-speed rail vehicles, opening up even more career opportunities for aerospace engineers.

Careers

Aerospace engineers can expect to work in industries or government agencies whose mission is to design, test, manufacture or operate aircraft or spacecraft. Opportunities are available in private companies that build large commercial aircraft and companies that specialize in the smaller general aviation aircraft. Careers are available in military aircraft, missiles or spacecraft either in private industry or as an engineer employed by one of the military services.

Engineers employed by the National Aeronautics and Space Administration are involved in research, design, development and operation of the U.S. space program and in many aspects of aeronautics. Also many graduates find satisfying careers in applying the broad engineering knowledge acquired in the study of aerospace engineering to many other areas of technological development.

MECHANICAL ENGINEERING

Mechanical engineering is one of the most versatile of all engineering programs. Virtually all branches of industry employ mechanical engineers. The profession encompasses breadth, flexibility and the opportunity for great individuality. Mechanical engineers apply knowledge of thermal sciences, fluid and solid mechanics, and mathematics to design, develop, and build mechanical and electromechanical devices and systems.

Since virtually all physical devices and systems have one or more mechanical aspects, mechanical engineering is almost always required in the design, manufacture and utilization of any technical product or system.

Careers

The career opportunities available to mechanical engineers are truly unlimited. Mechanical engineering plays a central role in all major industries including the aerospace, automotive, chemical, computer, construction, electrical, machinery, metals, petroleum and nuclear industries. Mechanical engineers are employed in virtually every technological field including industrial machinery, farm equipment, textiles, transportation, pharmaceutical, medical instrumentation, apparel manufacturing, electronics, soap and cosmetics, paper and wood products, education, utilities, and office machinery.

In these and other fields, mechanical engineers are involved in research, development, design, production and testing, construction, operations, sales, management, consulting, and teaching. Mechanical engineers are also employed in defense laboratories and in government where they hold positions of responsibility in state and federal government, in big and small corporations, and in private practice.

CURRICULA

Beginning with Fall 2004, students majoring in aerospace or mechanical engineering will need to apply to enroll in upper-division (professional program) courses in their major. Students who have obtained an OU and combined retention GPA of 2.80 or higher, and who have completed the pre-professional courses (freshman and sophomore curriculum) listed in the application to the professional program with a grade of C or better, will be admitted to upper-division courses. Transfer students who have fulfilled the pre-professional requirements will be admitted to the professional program conditionally until completion of at least 12 credit hours of engineering, math and/or physics toward the curriculum with a 2.80 OU and combined retention GPA. This requirement will apply to freshmen and transfer students entering OU beginning with Fall 2004. All current OU students classified as AE or ME majors as of May 1, 2004 and who meet College enrollment qualifications will be grand fathered into upper-division AME courses through Fall 2006.

The aerospace and mechanical engineering curricula are designed to prepare the student to enter directly into industry or to continue in a program of graduate study. Each curriculum plan is carefully designed to ensure that students can successfully utilize and build upon engineering and scientific principles as they progress in their chosen area. Within this structure, advanced technical electives allow students to center their programs around particular areas of interest. In aerospace engineering, such interest areas include aerodynamics, aerospace structures, propulsion systems, advanced controls, intelligent systems, and composite materials. Mechanical engineering emphasizes such areas as mechanical design, thermal sciences, stress analysis, vibrations, control systems, computer-aided engineering, fluid mechanics. Each major is expected to work closely with a faculty adviser on a regular basis to achieve the program to meet his or her needs. Students considering a major in aerospace or mechanical engineering should contact the school office for a detailed description of the programs within these areas.
Undergraduate Study

CURRICULUM IN AEROSPACE ENGINEERING
(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012, telephone: 410-347-7700.)

PROGRAM EDUCATIONAL OBJECTIVES

- Our graduates will have acquired a strong foundation in science and engineering, which will facilitate research and development, advanced studies and lifelong learning.
- Our graduates will be prepared for entry into the work force where they will be able to contribute to engineering enterprises and to take part in economic growth and job creation, while maintaining high professional and ethical standards.
- Our graduates will be exposed to the varied aspects of engineering design so that they can function in individual and team design situations.
- Our graduates will be able to utilize experimental and computational tools for the analysis of engineering systems.

PROGRAM OUTCOMES

- Students acquire basic principles of core engineering and relevant sciences.
- Students will gain an in-depth knowledge of the engineering subjects in their major and will be prepared to adapt to changing technologies.
- Students will be exposed to application and practice of the knowledge gained in 1A and 1B.
- Students will be exposed to the practice and constraints of contemporary industry nationally and globally.
- Students will have the opportunity to learn leadership, management, entrepreneurial skills, and professional ethics.
- Students will be able to apply their engineering knowledge to design engineering components and systems.
- Students will have the training to work in individual and team-oriented design problems with industrial applications.
- Students will gain the practice of communicating their design solutions through oral presentations and written reports.
- Students will be able to analyze and design solutions to contemporary engineering problems with computational tools.
- Students will be able to design and conduct experiments to tackle engineering problems.
- Students will be able to apply science and engineering principles to analyze and interpret computational and experimental results.
- Students will be able to communicate their findings through oral presentations and written reports.

This program requires a minimum of 128 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS
The lower-division (1000- and 2000-level courses) requirements of 64 hours are to be met as follows:
1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two college-level consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: three hours. P SC 1113.
4. Humanities: six hours. HIST 1483 or 1493; one course from Understanding Artistic Forms.*
5. Science and Math: 28 hours. CHEM 1315; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524; C S 1313.
7. AME courses: 18 hours. AME 2113, 2213, 2223, 2303, 2533, 2623.

UPPER DIVISION REQUIREMENTS
The upper-division (3000- and 4000-level courses) requirements of 64 hours are to be met as follows:
1. Humanities: six hours. One course each of the following general education fields: Western Civilization, and Non-Western Culture.* Comm 3513 and ANTH 4623 are recommended.
2. Social Science: three hours. General Education Social Science elective.*
3. Communications: three hours. ENGL 3153.
4. Math and Science: seven hours. MATH 3113, 3390; AME 4493.
5. AME: 40 hours. AME 3103, 3112, 3143, 3253, 3272, 3333, 3523, 3623, 4243, 4273, 4373, 4383, 4493, 4513.
6. Technical elective: six hours. (To be selected from a list available in the AME Office; AME 4623 and/or 4593 recommended.)
7. Experimental elective: two hours. (To be selected from a list available in the AME Office; AME 4802 and/or 4812 recommended.)

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

CURRICULUM IN MECHANICAL ENGINEERING
(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012, telephone: 410-347-7700.)

PROGRAM EDUCATIONAL OBJECTIVES

- Our graduates will have acquired a strong foundation in science and engineering, which will facilitate research and development, advanced studies and lifelong learning.
- Our graduates will be prepared for entry into the work force where they will be able to contribute to engineering enterprises and to take part in economic growth and job creation, while maintaining high professional and ethical standards.
- Our graduates will be exposed to the varied aspects of engineering design so that they can function in individual and team design situations.
- Our graduates will be able to utilize experimental and computational tools for the analysis of engineering systems.

PROGRAM OUTCOMES

- Students acquire basic principles of core engineering and relevant sciences.
- Students will gain an in-depth knowledge of the engineering subjects in their major and will be prepared to adapt to changing technologies.
- Students will be exposed to application and practice of the knowledge gained in 1A and 1B.
- Students will be exposed to the practice and constraints of contemporary industry nationally and globally.
- Students will have the opportunity to learn leadership, management, entrepreneurial skills, and professional ethics.
- Students will be able to apply their engineering knowledge to design engineering components and systems.
- Students will have the training to work in individual and team-oriented design problems with industrial applications.
- Students will gain the practice of communicating their design solutions through oral presentations and written reports.
- Students will be able to analyze and design solutions to contemporary engineering problems with computational tools.
- Students will be able to design and conduct experiments to tackle engineering problems.
- Students will be able to apply science and engineering principles to analyze and interpret computational and experimental results.
- Students will be able to communicate their findings through oral presentations and written reports.

This program requires a minimum of 128 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.
This program requires a minimum of 122 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engindx.htm.

LOWER DIVISION REQUIREMENTS
The lower-division (1000- and 2000-level courses) requirements of 58 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. PSC 1113; three hours of General Education Social Science electives.
4. Humanities: three hours. HIST 1483 or 1493.
5. Science and Math: 25 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.
7. AME courses: 13 hours. AME 2113, 2213, 2401, 2303, 2533.

UPPER DIVISION REQUIREMENTS
The upper division (3000- and 4000-level courses) requirements of 64 hours are to be met as follows:

1. Communication: three hours. ENGL 3153.
2. Core engineering: one hour. ENGR 3431.
3. Humanities: nine hours. One course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture. COMM 3513 and ANTH 4623 are recommended.
4. Math and Science: six hours. MATH 3113, PHYS 3223; ZOO elective; CHEM 3053, 3153, 3154.
5. AME: 31 hours. AME 3103, 3112, 3143, 3153, 3122, 3173, 3353, 3363, 3723, 4163, 4553.
6. Engineering science elective: three hours.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

PREMEDICAL ELECTIVE OPTION
The understanding of many physical phenomena associated with the human body is enhanced by the knowledge gained in the study of mechanical engineering. The fluid mechanics of the cardiovascular system, the kinetics and stress analysis of orthopedics, the dynamics of the auditory system are but a few examples of the interaction of mechanical engineering and medicine. Research and development of many diagnostic and treatment techniques are intimately interwoven with principles studied in mechanical engineering.

Students enrolled in the Mechanical Engineering B.S. curriculum and interested in studying medicine or dentistry may choose a premedical elective pattern. This elective pattern allows the student to earn a B.S. degree in Mechanical Engineering and satisfy the prerequisite course requirements for the University of Oklahoma’s medical or dental schools.

CURRICULUM IN MECHANICAL ENGINEERING—PREMEDICAL ELECTIVE OPTION
This program requires a minimum of 132 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engindx.htm.

LOWER DIVISION REQUIREMENTS
The lower-division (1000- and 2000-level courses) requirements of 68 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. PSC 1113; three hours of General Education Social Science electives.*
4. Humanities: three hours. HIST 1483 or 1493.
5. Science and Math: 35 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524; ZOO 1114, 1121.
7. AME courses: 13 hours. AME 2113, 2213, 2401, 2303, 2533.

UPPER DIVISION REQUIREMENTS
The upper division (3000- and 4000-level courses) requirements of 64 hours are to be met as follows:

1. Communication: three hours. ENGL 3153.
2. Humanities: nine hours. One course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture. COMM 3513 and ANTH 4623 are recommended.
3. Core Engineering: one hour. ENGR 3431.
4. Math and Science: 17 hours. MATH 3113, PHYS 3223; ZOO elective; CHEM 3053, 3153, 3154.
5. AME: 31 hours. AME 3103, 3112, 3143, 3153, 3122, 3173, 3353, 3363, 3723, 4163, 4553.
6. Engineering science elective: three hours.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

GRADUATE STUDY
The School of Aerospace and Mechanical Engineering offers a broad range of opportunities for advanced academic study and research in the fields of aerospace and mechanical engineering and in the underlying engineering sciences.

The following paragraphs present only the standard minimum requirements and are no more than guidelines, not intended to exclude consideration of any valid academic objectives. The admission evaluation, the academic plan, and the research studies of each student should represent a unique synthesis of program strengths and resources with that student’s background and aspirations.

Questions about the programs or about any specific requirement or consideration may be addressed to the AME Graduate Studies Coordinator at the School of Aerospace and Mechanical Engineering, 865 Asp Avenue, 212 Felgar Hall, University of Oklahoma, Norman, OK 73019-1052.

AREAS OF SPECIALIZATION
There is a planned overlap of the graduate programs in these closely allied fields of the School, and several areas of specialization have evolved within and across these primary disciplines.

MECHANICAL ENGINEERING
These programs can be categorized into the focus areas of engineering information technology, materials, design and manufacturing; intelligent aerospace systems; bioengineering, and energy systems and propulsion. These include solid mechanics, fluid mechanics, thermal sciences and heat transfer, controls, robotics, engineering design, and bioengineering.

Current studies in solid mechanics include: experimental mechanics; plates and shells; buckling; structural dynamics; mechanical behavior of materials; analysis and processing of composite materials and structures; structural...
optimization; fatigue and fracture mechanics of metals and composite materials; and smart structures. Current studies in fluid mechanics include: computational fluid dynamics; compressible flows; viscous flows; non-Newtonian fluids; rheology; transport phenomena; turbulent jets and boundary layers; and multiphase flows. Current studies in thermal sciences include: theoretical and applied studies of radiative, conductive, and convective heat transfer; thermal properties of materials; combustion and flame dynamics; propulsion; gas turbine systems; mass transfer and handling of alternate fuels for automobile applications; biological heat transfer; heat transfer in porous media and EHD enhanced heat transfer. Current control studies include: design and analysis of control systems in MEMS; BioMEMS; micro systems and micro fluids; structural control; and non-linear, robust, autonomous, optimal, and real-time control of systems and vehicles.

Current engineering design studies include: energy system design; materials in design applications; product and product family design; development and applications of computer-aided design and engineering; internet based design; tool integration for concurrent engineering; computer-integrated manufacturing; and rapid prototyping. Current studies in bioengineering include: biomechanics; biomaterials; cardiopulmonary physiology; implantable devices; soft and hard tissue engineering; and neural engineering. Current studies in robotics include the design and control of autonomous systems. Additional studies include: educational technologies; multimedia and information technologies; energy policy; decision making under uncertainty; and renewable energy.

AEROSPACE ENGINEERING

These graduate programs offer opportunities for specialization in aeroaeroelasticty; aerospace structures; structural and multidisciplinary design optimization (MDO); flight controls; aerodynamics; propulsion; combustion and flame dynamics; multiphase flows; robotics; intelligent systems; astrodynamics; space vehicle/mission design; computational fluid dynamics; and flight vehicle design and synthesis.

ENGINEERING ANALYSIS

Coordinated graduate programs share techniques of advanced engineering analysis, with current emphasis on finite element and quadrature element methods, differential quadrature, nonlinear analysis, variational calculus, perturbation methods, computational fluid mechanics, and optimization methodologies.

Research Facilities

The School of Aerospace and Mechanical Engineering laboratories are located in Felgar Hall, and the Engineering Research Center on North Campus. Specialized laboratories have been developed for combustion and propulsion, composite materials and structures, computational mechanics, dynamics, stress analysis and mechanical behavior of materials, fatigue and fracture mechanics, fluid flow and heat transfer, gas turbine systems, aerodynamics, laser velocimetry and fluid flow measurements, thermal imaging and radiative heat transfer, composite fuels, product and process design, computer-aided design, concurrent engineering, rapid prototyping, laser Doppler interferometry for vibration analysis, sound delivery, soft and hard tissue property analysis, multimedia and information technologies, robotics, advanced aircraft and spacecraft design, R&D model flight testing, multi-channel neural recording and stimulation, autonomous unmanned vehicles, telemetry and differential GPS systems, MEMS design, BioMEMS design and micro fluidics design. These laboratories are equipped with modern instrumentation and dedicated data acquisition systems. A network utilizing Sun workstations and a departmental PC laboratory with a host of commercial software packages are available for use in courses and research. In addition, the School participates in several multidisciplinary research centers including the Sarkeys Energy Center, Dynamic Structures, Sensing and Control Center, Biomedical Engineering Center, Center for Engineering Optimization, and Center for Aircraft and Systems/Support Infrastructure.

Prerequisites for Full Graduate Standing

In addition to meeting the general requirements of the Graduate College, prospective students are expected to have previously earned a B.S. degree or its equivalent in the respective fields of aerospace or mechanical engineering. Students with baccalaureate degrees in other engineering disciplines, physical sciences or mathematics who meet the Graduate College requirements may be conditionally admitted to the AME graduate programs with the stipulation that they must complete specified undergraduate courses to correct identified deficiencies in their background.

In considering applicants for the graduate programs, the faculty looks for evidence of superior academic potential. This is most commonly indicated by the achievement of a grade point average of 3.00 or better on a scale of 4.00 (or an equivalent achievement as reflected in the grading system of the applicant’s previous education program) in the last 60 hours of an undergraduate degree. GRE scores, letters of reference, and the statement of purpose are also considered in the admission process. Applicants who have a strong research commitment and an intention to pursue graduate studies through the doctoral level are particularly encouraged. Details concerning the admission criteria and the required background courses may be obtained from the School of Aerospace and Mechanical Engineering.

Master of Science

The broadly structured requirements for the Master of Science degree in aerospace and mechanical engineering allow for two paths in completing an M.S. degree: a research-oriented plan of study involving the completion of an original research thesis, or a coursework-oriented plan of study providing expanded opportunities for formal instruction in advanced professional topics. These programs normally incorporate graduate-level courses in mathematics, science and advanced engineering science topics as well as some specialization in a specific area of aerospace or mechanical engineering. Each program is individually planned to meet the particular student’s needs and interest.

The M.S. degree with a research thesis requires completion of a minimum of 30 hours of approved graduate credit, including: a maximum of six hours of thesis research; 12 or more hours of 5000-level AME courses, of which no more than three hours may be in special projects or guided individual studies; and three or more hours of approved mathematical-content courses. The remaining nine hours of the degree program should be chosen from approved electives in engineering, science or mathematics, including 4000-level AME courses that are not required for the bachelor’s degree in the respective field (students who elect a two-hour laboratory course may include one additional hour of special projects or guided individual studies in their program).
The coursework-oriented plan of study requires additional graduate class enrollment in lieu of a research thesis. This program requires a minimum of 36 credit hours, including at least 18 hours of graduate-level AME courses of 5000-level or higher which may include up to three special projects and up to three hours of guided independent studies (students who elect a two-hour laboratory course may include an additional one hour, up to a total of two hours, in either of these individual instruction enrollments); and at least three hours or more of approved mathematical-content courses. The remaining 12 hours of graduate credit should be chosen from other approved AME courses, including 4000-level courses not required for the B.S. degree in the major field, or from other fields of engineering, physical science, or mathematics (these electives may include up to three hours of additional enrollment in guided individual studies). This plan of study also requires satisfactory completion of the comprehensive examination covering the major fields offered for the degree program. The comprehensive oral examination is to be taken and satisfactorily completed prior to or in the projected final semester of a student’s M.S. program.

The School of Aerospace and Mechanical Engineering also offers an accelerated combined BS/MS program to qualified students. This program provides the opportunity for students to complete both the undergraduate and master’s degrees in five years.

More detailed information on the M.S. degree program and its requirements may be obtained from the Graduate Studies Coordinator of the School of Aerospace and Mechanical Engineering.

Doctor of Philosophy

The doctoral degree program is designed to prepare graduates for careers in teaching and research or in professional practice at the leading edge of their field. To enter the program, students are expected either:
(a) to have completed an appropriate master’s degree at the University of Oklahoma or elsewhere, or,
(b) to have otherwise demonstrated very strong academic abilities and research potential.

Prospective doctoral candidates are expected to complete their general examination after completion of 36 credit hours of graduate work, but before completing 60 credit hours of graduate (course and research) work. The doctoral degree program demands a broad understanding of a chosen field and the development of the in-depth knowledge required to produce innovative research and design contributions to the field with minimal direct supervision. A minimum of 42 credit hours of coursework beyond the baccalaureate, in addition to the 42 hours of dissertation, is required. At least six of the course hours must be appropriate science and mathematics courses. At least 24 hours of the 48 hours of coursework shall be taken in advanced engineering courses.

Following formal admission to the doctoral program, the student and the student’s advisory committee will jointly plan a course of study designed to build upon the strength of each student’s prior background and to meet the specific needs and interests of the student and the requirements of his/her research program.

More detailed information on the doctoral program and its requirements can be obtained from the Graduate Studies Coordinator of the School of Aerospace and Mechanical Engineering.

Program in Bioengineering

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E-mail: oubc@ou.edu

Faculty Roster

Professors K-H. Chang, Gan, S. Lee, Liu, D. Miller, O’Rear; Associate Professors Harrison, Nollert, Schmidtke; Assistant Professors Ibrahim, McFetridge, Rennaker, Schmidtke, Sivakosvas, Starly; and participating faculty from the College of Engineering units on the Norman campus, OU Health Sciences Center, and Oklahoma Medical Research Foundation.

Degrees Offered

• Master of Science
• Doctor of Philosophy
• Doctor of Philosophy/Doctor of Medicine

General Information

OU has a rich research history in biomedical engineering based on the collaborative activities of professors on the Norman and Health Sciences Center campuses beginning nearly a quarter of a century ago with early research toward an artificial liver and pioneering work in the use of thermography for mammograms. Research has more recently led to important work in the areas of blood substitutes, immunology, imaging, implantable devices, software development, and rehabilitation engineering. Based on this history and ongoing collaboration between professors on the Norman and Health Sciences Center campuses, the OU College of Engineering received a Special Opportunity Award in 1999 from the Whitaker Foundation to establish the Oklahoma Bioengineering Center (OBC) and create a graduate program. The Center is a cooperative program of the School of Aerospace and Mechanical Engineering (AME), the School of Chemical, Biological, and Materials Engineering (CBME) and the School of Electrical and Computer Engineering (ECE), along with the University of Oklahoma Health Sciences Center (OUHSC) and the Oklahoma Medical Research Foundation (OMRF). Seven new faculty members were added to the three Schools to expand research and teaching in bioengineering specialties. The graduate program emphasizes an interdisciplinary education designed to increase biological knowledge through the use of engineering principles and techniques.

The facilities for OUBC are located in the buildings of the participating schools, Carson Engineering Center, Felgar Hall and Sarkeys Energy Center. Additional offices and laboratories were added in 2005 with the completion of specialized space in the Peggy and Charles Stephenson Research and Technical Center. More new offices and facilities will be available in the next few years as construction has recently begun on Devon Energy Hall and the Engineering Practice Facility.

All full-time faculty hold doctorates from such leading universities as Arizona State, Bath (U.K.), Buffalo, Cornell, Illinois at Urbana, Iowa, Memphis, Ohio State, Rice, Texas, Wisconsin, Worcester Polytechnic, and Yale.

BIOENGINEERING

Bioengineering is the use of engineering principles of analysis and design, and technologies to solve problems in medicine and biology. The goal of
bioengineering research is to understand living systems and develop new and improved devices and products for medicine and biology. Research in bioengineering advances the health of the nation and provides technology that has contributed to the development of novel devices, drugs and systems. The principal objective of the graduate degrees in bioengineering is to provide a focused educational program in biomedical engineering for students seeking careers in industry, medicine, business and other fields related to biotechnology.

In conjunction with the Health Sciences Center campus, the M.D./Ph.D. degree program was recently added for students with interest in medical school. This program will enable academically talented students to combine the extensive knowledge and training of medical school with the problem-solving and research-oriented approach of an advanced degree in bioengineering. The accelerated M.D./Ph.D. program offers students an efficient and cost-effective route toward an academic or research medical career.

In addition to the M.S. and Ph.D. degrees in Bioengineering that are detailed below, students may choose to consider two other degree choices. The M.S. and Ph.D. degrees in traditional disciplines of engineering may be pursued with an emphasis on bioengineering offered by participating schools. Details about these degrees are available in the pages for the schools. These complementary programs allow the individual with an interest in bioengineering to follow a curriculum best suited to his/her needs.

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### Undergraduate Study

Undergraduate students and prospective students interested in biomedical engineering or bioengineering should follow the pre-med option available in the Schools of Aerospace and Mechanical Engineering (AME), Web pages at [coe.ou.edu/ame](http://coe.ou.edu/ame) or Industrial Engineering (IE), Web pages at [ie.ou.edu](http://ie.ou.edu), or either the pre-medical biomedical engineering option or biotechnology option available in the School of Chemical, Biological and Materials Engineering (CBME), Web pages at [cbme.ou.edu](http://cbme.ou.edu). These curricula provide a solid foundation in engineering and the biosciences that can be supplemented with elective courses and undergraduate research opportunities available from the University of Oklahoma Bioengineering Center. Accelerated B.S./M.S. degree programs offered may be of interest to some students. Among the courses offered are introduction to biomedical engineering, biochemical engineering, bioinstrumentation, neural engineering, biotransport, medical imaging, biomaterials, biomechanics, cellular and tissue engineering, and biosensors.

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### Graduate Study

#### Areas of Specialization

The faculty of the OU Bioengineering Center are involved in a diverse array of research projects that aim to increase our understanding of the human body and that develop new and improved methods of diagnosis and treatment for a wide variety of disorders. Several faculty members are developing devices that can be implanted into the body to improve hearing or that will sense the level of sugar in the blood of diabetic patients. Another type of implantable device that is being developed here is tissue engineered blood vessels for cardiac bypass surgery as well as bone tissue for reconstructive surgery. Additional projects examine how implanted devices can be physically connected to the central nervous system. Some faculty are investigating the basic biochemical properties of various types of blood cells and how the functions of these cells are altered by the fluid mechanical environment found in the blood. Other faculty members are developing novel drug delivery strategies for giving clot busting drugs to patients suffering from heart attack. Finally, some of the faculty are pioneering new methods to analyze images from x-ray and magnetic resonance imaging scans to detect cancer and other pathological conditions.

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### Application Information

In addition to meeting the general requirements of the Graduate College, any student with an undergraduate degree in engineering from an accredited school may be admitted as a student in full standing. It is recommended that students entering the program take at least one college biology course and one college organic chemistry course. A student with an undergraduate degree in the sciences may be admitted on the condition that specified undergraduate engineering and/or mathematics courses will have to be taken for completion of the degree program, which will depend on the background of each individual student. While here the masters and doctoral students will continue to follow the general procedures of the Graduate College for their level of degree as well as the procedures of the Bioengineering Program. More application information and application forms are available on the Web site at [oubc.ou.edu](http://oubc.ou.edu).

### Master of Science

The M.S. degree program requires 30 semester hours that can normally be completed in two years. A thesis is required. Coursework requirements for the Master of Science degree in bioengineering are the following:

**Bioengineering Principles** ............................................................ 3 hrs.

Three graduate-level bioengineering electives ................................ 9 hrs.

Two elective courses in the life sciences (chosen from the list of approved life science courses) ........................................... 6 hrs.

Two graduate-level elective courses in engineering, science, or math ................................................................. 6 hrs.

M.S. Thesis ......................................................................................... 6 hrs.

**TOTAL** ......................................................................................... 30 hrs.

### Doctor of Philosophy

The Ph.D. degree in Bioengineering requires 90 post-baccalaureate hours, which include the courses required for the M.S. degree in Bioengineering and a minimum of nine additional hours of graduate level courses. Research credits make up the balance of the 90 hours. Three hours of this course work must be in the life sciences (graduate credit, chosen from the list below of approved life science courses), with the other six hours selected from engineering, science, or math courses (graduate credit) in consultation with the student's research supervisor. A student with a B.S. degree may enter the Ph.D. program directly; the student is not required to complete the M.S. thesis as part of the Ph.D. degree. At the end of the program, the student will demonstrate excellence in scholarly research by authoring a Ph.D. dissertation.

During the Ph.D. program, the student is required to take a general examination in accord with Graduate College requirements. For students entering with a B.S. degree, the general examination must be taken as soon as possible after the student has completed three semesters (not including the summer semester). For students entering with an M.S. degree, the general examination must be taken as soon as possible after the student has completed one semester (not including the summer semester).

### Bioengineering Courses:

- **AME 5213** Biomechanics I (Biosolids)
- **AME 5223** Biomechanics II (Biofluids)
- **AME 5233** Biomaterials
- **AME 5253** Implantable Devices
- **AME 5710** Neural Engineering
- **AME/CH 5203** Bioengineering Principles
- **AME/CH E 5293** Transport in Biological Systems
- **CH E 5243** Biochemical Engineering
- **CH E 5273** Biomedical Engineering
- **CH E 5273** Tissue Engineering
- **CH E 5480** Special Topics: Biosensors
- **CH E 5293** Transport in Biological Systems
- **CH E 5480** Special Topics: Cellular Aspects of Tissue Regeneration
- **ECE 4973** Special Topics: Engineering Principles of the Body
- **ECE 4990** Special Studies: Res. & Design Experience in Bioengineering
- **ECE 5823** Bioinstrumentation
Life Science Courses:
CHEM 3653 Introduction to Biochemistry
CHEM 3573 Principles of Biochemistry I
CHEM 5853 Principles of Biochemistry II
CHEM 6721 Seminar-Biochemistry
CHEM 6813 Introduction to Biochemical Methods
CHEM 6823 Protein, Nucleic Acids, and Gene Expression
CHEM 6833 Structure and Function of Membranes and Hormones
CHEM 6843 Enzyme Mechanisms and Metabolic Regulation
CHEM 6853 Protein Structure and Function
HES 5823 Exercise Physiology
HES 5833 Advanced Exercise Physiology Laboratory
HSE 5843 Biomechanics
HES 5863 Physiology of Aging
MBIO 3932 Instrumental Methods in Biology
MBIO 3942 Instrumental Methods Laboratory
MBIO 4833 Basic Immunology
MBIO 5620 Investigations in Microbiology
MBIO 5812 Applications of Molecular Biology Laboratory
MBIO 5822 Applications of Molecular Biology
MBIO 5833 Industrial and Applied Microbiology
MBIO 5843 Introduction to Molecular Biology
MBIO 5893 Genetics and Plasmids and Bacterial Viruses
MBIO 5971 Seminar in Microbiology
ZOO 3101 Principles of Physiology Lab
ZOO 3103 Principles of Physiology
ZOO 3333 Genetics
ZOO 3342 Genetics Laboratory
ZOO 4123 Vertebrate Physiology
ZOO 4853 Neurobiology of Memory
ZOO 4913 Quantitative Biology
ZOO 5153 Endocrine Physiology
ZOO 5203 Mechanisms of Development
ZOO 5293 Cytology Ultrastructure
ZOO 5343 Developmental Genetics
ZOO 5364 Transmission Electron Microscopy
ZOO 5374 Scanning Electron Microscopy
ZOO 6012 Professional Aspects of Biology

M.D./Ph.D. Combined Program
Students completing this program will receive two degrees: M.D. and Ph.D. in Bioengineering. The M.D. program satisfies requirements for both degrees including completion of the clinical, advisory conference, general exam, written dissertation and oral defense components. Individuals pursuing the M.D./Ph.D. program would be prepared to practice and teach medicine in a research setting and/or conduct biomedical research that requires a combination of expertise in medicine and bioengineering. Admission to the program requires a B.S. degree in engineering from an accredited program. In exceptional cases, students with degrees in other technical areas may be admitted upon addressing deficiencies identified by the M.D./Ph.D. Advisory Committee and the Graduate Program Coordinator of the Bioengineering Program. Admission means acceptance by the University of Oklahoma College of Medicine (includes sitting for the MCAT, the AMCAS report, etc.) the Graduate College of the University of Oklahoma-Norman, the Bioengineering Program of OUBC, and the M.D./Ph.D. Advisory Committee. The GRE is not required, but may be submitted with the application. The minimum GPA (4.0 scale) for the Bioengineering Program is 3.50 and the minimum GPA for the College of Medicine is 3.0.

Additional information about degree options and application forms are available from the OUBC Web pages at oubc.ou.edu or the OUBC office. Information about the OU Medical School at the Health Sciences Center in Oklahoma City can be found at their Web pages at http://w3.ouhsc.edu/mdphd/.

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Faculty Roster
Professors Bagajewicz, Grady, Harwell, Lobban, Mallinson, O’Rear, Resasco, Scamehorn, Shambaugh; Associate Professors Harrison, Nollert, Papavassiliou; Assistant Professors Schmidke, Sikavitsas; Research Assistant Professor McFetridge; Dean Emeritus Crynes; Emeritus Block, Daniels, Lee, Sliepcevich, Starling.

Vision Statement
The vision of the School of Chemical, Biological and Materials Engineering is to serve the changing needs of society through the training of outstanding engineers in the creation and utilization of chemical engineering knowledge.

Degrees Offered
• Bachelor of Science in Chemical Engineering
• Bachelor of Science in Chemical Engineering: Biotechnology
• Bachelor of Science in Chemical Engineering: Pre-medical/Biomedical
• Accelerated Bachelor of Science in Chemical Engineering/Master of Science (Chemical Engineering)
• Accelerated Bachelor of Science in Chemical Engineering: Biotechnology/Master of Science (Bioengineering)
• Accelerated Bachelor of Science in Chemical Engineering: Pre-medical/Biomedical/Master of Science (Bioengineering)
• Master of Science
• Doctor of Philosophy

General Information
The School of Chemical, Biological, and Materials Engineering is charged with the responsibility for the undergraduate and graduate programs in chemical engineering. The faculty of this school reflects the variety of backgrounds and areas of specialization which contribute to these programs. All full-time teaching faculty hold doctorates from leading universities such as Padova (Italy), Bath (U.K.), Buffalo, California Institute of Technology, Case Western, Cornell, Georgia Tech, Houston, Illinois Institute of Technology, Northwestern, Purdue, Rice, Texas, Wisconsin, and Yale.

CHEMICAL ENGINEERING
Perhaps the most striking facts about chemical engineering are youth and variety. At the turn of the century people were discontented with simply observing chemical phenomena in the laboratory. Chemical engineering was born out of the desire to use these chemical behaviors to serve people and make the world a better place in which to live.

The world has entered an extremely critical period because of shortages of nonrenewable energy. The chemical engineer is an important factor in solving problems in production and use of fossil fuel resources, nuclear energy and alternate energy resources. Chemical engineers have made important contributions to the production and refining of petroleum products. They are
now playing an important part in liquefaction of natural gas and gasification of coal. The use of alternate energy sources such as biomass, geothermal, ocean thermal differences, and solar are dependent on contributions made by chemical engineers.

In the space age, chemical engineers are developing nanoengineered materials that will have structural and electronic properties never before encountered. They must perfect processes for life-support systems in other environments. Chemical engineers are needed to provide the fuels for rockets and booster propulsion. They utilize computers to control and analyze complex chemical processes.

Biotechnology and medicine, which have taken tremendous strides in the past few decades, are quite dependent on the efforts of the chemical engineer. It is the chemical engineer who develops ways to produce new recombinant proteins such as insulin at large scale for mass distribution. The vaccines that have saved a whole generation of children from crippling diseases are produced in a laboratory. The batches produced in a laboratory can hardly supply the millions of people around the world that need the drug, and the cost of a prescription would be exorbitant. Chemical engineers had a role in the solution of many chemical engineering problems, students use modern computational tools and are required to use these tools in their coursework. In addition, there is increasing emphasis on electives in the life sciences and humanistic-social studies. Because of this broad educational background, the engineer is better prepared to accept leadership in the community, as well as in the company, in a management capacity.

Laboratory Facilities

Laboratories for chemical engineering are housed in a complex of over 24,000 square feet in the Sarkeys Energy Center. Facilities include a unit operations laboratory, separations and purification laboratories, polymers laboratories, small angle x-ray scattering laboratory, catalysis laboratories, thin films laboratory, biotechnology and biomedical laboratories, surfactants laboratories, and other research project laboratories. Areas of research emphasis include novel separation processes, remediation of polluted soil and water, process systems engineering, bone and vascular tissue engineering, rheology of blood, statistical mechanics, polymer fibers processing and polymer characterization, biotechnology and biomedical engineering, advanced design, catalysis, electrochemistry, surface modification using ultrathin films, carbon nanotube production, and natural gas utilization.

Undergraduate Study

PROGRAM EDUCATIONAL OBJECTIVES

- For successful professional careers and personal lives and to meet the needs of employers and graduate schools, our graduates will have sound technical skills and core knowledge.
- For successful professional careers and personal lives and to meet the needs of employers and graduate schools, our graduates will have strong interpersonal skills, ability for clear communication and sound group/team skills.
- For successful professional careers and personal lives and to meet the needs of employers and graduate schools, our graduates will have proficiency in higher level thinking, including design and economics, synthesis, data interpretation, problem definition, analysis and integration.
• For successful professional careers and personal lives and to meet the needs of employers, graduate schools and society, our graduates will possess ancillary knowledge associated with a general education, and understand the needs for life-long learning, ethical and professional behavior, and the necessity to contribute to society.

Courses designated as Core I, II, III, or IV are elements of the University-Wide General Education curriculum. All students are required to complete a minimum of 40 semester hours of General Education requirements to complete their curriculum. Each core area is listed with its specific components. Courses must be chosen from the General Education approved course list. Courses graded S/U or P/NP will not apply.

CURRICULUM IN CHEMICAL ENGINEERING

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

This program requires a minimum of 126 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 68 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 2313.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 30 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.

UPPER DIVISION REQUIREMENTS

The upper division (3000- and 4000-level courses) requirements of 58 hours are to be met as follows:

1. Math and Science: 15 hours. MATH 3113, 3153, 3152, 3423, 3421.
2. Chemical Engineering courses: 31 hours. CH E 3113, 3123, 3473, 3723, 3333, 3432, 4253, 4262, 4473, 4153, 4273.
3. Technical elective: six hours. To be selected from an approved technical elective list available in the CBME Office, on the CBME Web site: http://www.cbme.ou.edu/undergrad/curriculum.htm or prior faculty approval. One technical elective must be chosen from engineering science courses and the other may be from engineering, mathematics, physical science and life science. Of the Technical Elective I or II, one must be a CH E elective.
4. Advanced Chemistry elective: three hours. Advanced chemistry elective must be pre-approved as having significant chemistry content.
5. Technical Writing: three hours. ENGL 3153.
   *Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

CURRICULUM IN CHEMICAL ENGINEERING – PREMEDICAL/BIOMEDICAL OPTION PATTERN

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

The pre-medical elective sequence is designed so that the student is prepared to enter schools of medicine, dentistry or osteopathic medicine as early as the end of the junior year. Most students who pursue a medical career complete the chemical engineering degree. If the student elects not to enter medical school, a normal chemical engineering degree is obtained, so there is no disadvantage of being in the program. Zoology courses useful in preparation for the Medical College Admission Test are scheduled in the junior year. The biomedical engineering pattern is similar to the pre-med pattern, differing in suggested technical electives.

Pre-med students should consult their pre-med adviser as well as their Chemical Engineering adviser for necessary medical school information.

This program requires a minimum of 135 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

UPPER DIVISION REQUIREMENTS

The upper-division (3000 and 4000 level courses) requirements of 73 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 2313.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 35 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524; ZOO 3114, 1121.

CURRICULUM IN CHEMICAL ENGINEERING – BIOTECHNOLOGY OPTION PATTERN

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

The biotechnology elective sequence is designed to prepare the student for work on the engineering of biological systems and systems in which cells and biochemicals are processed. It includes courses microbiology, biochemistry, and biochemical engineering. The elective sequence requires two additional credit hours over the basic chemical engineering curriculum.
This program requires a minimum of 128 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS
The lower-division (1000- and 2000-level courses) requirements of 73 hours are to be met as follows:
1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 35 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524; MBIO 2815 or MBIO 3813 and 3812.

UPPER DIVISION REQUIREMENTS
The upper division (3000- and 4000-level courses) requirements of 55 hours are to be met as follows:
1. Math and Science: 18 hours. MATH 3113, CHEM 3053, 3152, 3423, 3421, 3653, 3753.
2. Chemical Engineering courses: 34 hours. CH E 3113, 3123, 3473, 3333, 3432, 3723, 4253, 4262, 4473, 4153, 4273, 5243.
3. Technical Writing: three hours. ENGL 3153.
*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

Accelerated Dual Degree B.S./M.S.
- Bachelor of Science in Chemical Engineering/Master of Science (Chemical Engineering) (144 credit hours)
- Bachelor of Science in Chemical Engineering: Biotechnology/Master of Science (Bioengineering) (146 credit hours)
- Bachelor of Science in Chemical Engineering: Premedical/Biomedical/Master of Science (Bioengineering) (151 credit hours)

The School of Chemical, Biological and Materials Engineering offers three accelerated dual degree (B.S./M.S.) programs to qualified undergraduate students. The programs allow students to pursue a graduate degree in conjunction with the undergraduate degree requirements. One program is for the B.S. and M.S. in Chemical Engineering, while the other two are for the B.S. in Chemical Engineering and M.S. in Bioengineering. Students admitted into these programs can use up to four courses (12 credit hours) to simultaneously satisfy the requirements of both the B.S. and M.S. degrees.

Students eligible to apply are the following:
- High school seniors with at least 17 hours earned through advanced standing exams and/or college-level courses in science and math in high school.
- Undergraduate OU students majoring in Chemical Engineering with at least 8 hours of chemical engineering courses completed and OU retention and combined retention GPAs of 3.5 or higher.
- Students in the program must maintain an OU retention GPA of 3.25 or higher until completion of the program.

Applications are located in our department office or online at http://www.cbe.ou.edu/undergrad/curriculum.htm.

Graduate Study
Any student with an undergraduate degree in chemical engineering or its equivalent from an accredited school and a grade point average (GPA) of at least 3.00 (on a 4.00 scale) during the last 60 hours of undergraduate coursework may be admitted as a student in full standing.

Master of Science
Coursework requirements for the Master of Science degree are:
- Three required graduate-level chemical engineering courses: Thermodynamics, Transport Phenomena, and Kinetics.............9 hrs.
- Two graduate-level chemical engineering electives..........................6 hrs.
- Two graduate-level science, math, or engineering electives..............6 hrs.
- Seminar (CH E 5971).....................................................................3-4 hrs.
- M.S. Thesis .................................................................................6 hrs.
- TOTAL ..................................................................................30-31 hrs.
A Master’s Examination and an M.S. thesis are required for the M.S. degree. The Master’s Examination is a written literature survey and research plan on the student’s thesis research.

Doctor of Philosophy
The Ph.D. in chemical engineering requires nine hours of coursework beyond the M.S. degree requirements including an Advanced Math requirement. These additional hours are selected from graduate-level engineering, science, or math electives in connection with the student’s research supervisor. Ninety post-baccalaureate hours are required for the Ph.D. which include research and coursework credits. It is possible for a good student to complete the requirements for the Ph.D. in a period of four years.

A student working towards a Ph.D. degree must pass a Qualifying Examination and a General Examination before being admitted as a candidate for this degree. The Qualifying Examination consists of written examinations in:
1. Thermodynamics,
2. Transport phenomena, and

The General Examination is a written literature review and analysis, research plan, discussion of preliminary research results, and development of new research ideas on the student’s Ph.D. dissertation research.

Curriculum for M.S./CH.E. Degree for Non-B.S./CH.E. Students
This curriculum has been designed to allow a student holding a Bachelor of Science degree in a field such as chemistry, physics, or mechanical engineering to complete the requirements for the Master of Science degree in chemical engineering over a period of approximately three years. The student will begin research during the first semester in the program. It is assumed that the student entering this program has completed the usual complement of chemistry, mathematics, and physics courses. This includes physical chemistry, organic chemistry and calculus. Any deficiencies in these areas will have to be included in the curriculum. A thesis is required.

If a student can demonstrate that he/she has already had courses covering some of the material in this curriculum, the student may use these courses as credit toward the M.S. degree. The only restrictions, imposed by the Graduate College are that no more than eight hours of graduate courses may be transferred, and that the courses have not counted toward an undergraduate degree. The graduate and undergraduate program directors will meet with each new student during registration to review his/her transcript, and determine if any modifications to the basic curriculum are necessary.

Courses required for this curriculum are outlined below.
CH E 2033 .................................................................3 hrs.
CH E 3113 .................................................................3 hrs.
CH E 3123 .................................................................3 hrs.
Curriculum for Chemical Engineering—Bioengineering Emphasis

The principal objective of the M.S. and Ph.D. graduate degree options in Bioengineering is to provide a focused educational program in chemical engineering for students seeking careers in industry, medicine, business and other fields related to biotechnology. Bioengineering is the use of engineering principles of analysis and design, and technologies to solve problems in medicine and biology. The goal of bioengineering research is to understand living systems and develop new and improved devices and products for medicine and biology.

Students interested in bioengineering should also consider the bioengineering degree programs offered through the Program in Bioengineering/OUBC as well as the options in traditional areas of engineering. The more intense study of the OUBC degrees gives a greater range of employment prospects within bioengineering while the choice of pursuing the bioengineering option within chemical engineering can provide opportunities in other industrial sectors (e.g. the petrochemical industry) as well. These complementary programs allow the individual with an interest in bioengineering to follow a curriculum best suited to his/her needs. More information is on the OUBC Web page at [http://www.oubc.ou.edu/](http://www.oubc.ou.edu/).

Requirements for Master of Science — Bioengineering Emphasis

Requirements for each student include a set of core courses and electives in chemical engineering, science, mathematics and bioengineering. Each student must also do a thesis and orally defend it in accordance with the policies of the School of Chemical, Biological and Materials Engineering (CBME) and the Graduate College. The M.S. degree program requires 30 semester hours and can normally be completed in two years.

Coursework requirements for the M.S. degree in Chemical Engineering—Bioengineering Emphasis include:

Three required graduate-level chemical engineering courses:
- Thermodynamics, Transport Phenomena, and Kinetics......9 hours
- Two graduate-level bioengineering electives.........................6 hours
- Two graduate-level life science electives (e.g. molecular biology, physiology, biochemistry) .........................6 hours
- Seminar (1 hour/semester)..................................................3-4 hours
- M.S. Thesis .......................................................................6 hours

**TOTAL** 30-31 hours

Requirements for Doctor of Philosophy — Bioengineering Emphasis

Requirements for each student in the Ph.D. Bioengineering emphasis include satisfactory completion of core courses and electives in chemical engineering, science, mathematics and bioengineering, passing qualifying exams and a comprehensive/general examination. The doctoral program requires 90 post-baccalaureate hours. Nine additional hours of graduate-level electives in bioengineering (3 hours), life sciences (3 hours), and mathematics/engineering (3 hours) beyond the M.S. are required, including an Advanced Math requirement. Each student must pass a qualifying exam and a general exam and also complete a dissertation and orally defend it in accordance with the policies of the School of Chemical, Biological and Materials Engineering (CBME) and the Graduate College.

Coursework requirements for the Ph.D. degree in Chemical Engineering—Bioengineering Emphasis include:

- Three required graduate-level chemical engineering courses:
  - Thermodynamics, Transport Phenomena, and Kinetics......9 hours
  - Three required graduate-level bioengineering electives..9 hours
  - Four graduate-level math, life science or engineering electives........12 hours
- Seminar (1 hour/semester).................................................7-8 hours
- Ph.D. dissertation ............................................................53 hours

**TOTAL** 90-91 hours
Students interested in structural engineering, construction management, and design of building environmental systems will find exciting and interesting careers in the architectural engineering profession. Civil engineers are responsible for the design and construction of buildings, highways, landfills, pollution and contaminant control systems, water resources systems, and such public works as water and sewage treatment systems. They often are responsible for planning, managing, operating and maintaining these facilities. Thus, the civil engineer is a multifaceted professional. Structural civil engineers play an important role in the design of bridges, buildings and other engineered systems. Ultimately all civil engineering structures have to be supported on soils or rocks. Geotechnical civil engineers have traditionally addressed the interactions between soil and rocks and structures, such as a foundation for a building or bridge. These interactions become critical in extreme events such as earthquakes and blast loading. Geotechnical civil engineers also design and build stand alone soil and rock structures such as an earth and rock fill dam. Civil engineers also develop the dams and other water control facilities to meet societal needs for flood control, irrigation, power generation and drinking water supply. Tulsa, Oklahoma, is an ocean port because of the McClellan-Kerr Arkansas River Navigation System of dams, locks and dredged riverways, designed and built by civil engineers. Some civil engineers eventually establish their own consulting or construction firms, while others are employed by Federal, state and local governments. Many civil engineers are employed by private industry as designers or consultants.

Environmental engineers promote harmony between human development and the environment. The availability of abundant supplies of clean water is vital to a high standard of living - environmental engineers identify and develop such resources. Once used, systems must be designed to treat the resulting wastewater before discharging it into the environment. Environmental engineers design systems to protect the environment from the discharge of all solid, liquid and gaseous wastes. At times the environmental engineer is called upon to design systems for remediating contaminated sites (e.g., Superfund sites) in such a way that preserves the environment and protects human life. In a more proactive way environmental engineers seek to minimize waste generation and reduce the potential for environmental and human exposure to these wastes. Geotechnical engineers are involved with geotechnical aspects of many different environmental projects, such as designing and constructing clay liners for landfills. This trend has spawned a new specialty area, geoenvironmental engineering.

Environmental scientists examine the connections and interactions of humankind and the living and nonliving natural environment. They integrate studies of the problems and issues related to contaminant fate and transport, pollution treatment and control, resource use and consumption, environmental conservation, preservation and enhancement, and environmental management. They often interact with regulatory programs, and participate in the development of remediation strategies. Environmental scientists may be employed in various governmental agencies, consulting firms, laboratories, or in many different private industries. The School of Civil Engineering and Environmental Science (CEES) provides broad based education for architectural, civil and environmental engineers and for environmental scientists. For undergraduate engineering majors, the first two years of study concentrate on the fundamentals of mathematics and engineering science, in common with all engineering students. Using this as a foundation, the last two years of civil engineering include required courses in soil mechanics, structural analysis and design, environmental engineering, hydraulics and hydrodynamics. In the senior year professional electives enable development in one of the sub-areas of civil engineering. Students are encouraged to choose electives in structural, geotechnical, geoenvironmental, environmental, or water resources engineering. The curriculum for the undergraduate program in environmental engineering is similar to that of the civil engineering undergraduate program for the first two years. However, during the last two years, students complete coursework which is more focused on the environmental applications of civil engineering. The technical electives cover the areas of hydrology, water and wastewater treatment, solid and hazardous waste, and environmental science and occupational health. Students enrolled in the architectural engineering program take the same core engineering, mathematics, science, and English courses taken by other engineering students. They also take a series of architectural planning, design and studio courses from the College of Architecture. During the last two years, they take structural engineering courses from CEES.

Environmental scientists must keep pace with changing environmental concerns and areas of emphasis. In addition, the wide range of environmental management opportunities requires that the environmental scientist be well trained in the fundamental physical and biological sciences. Accordingly, the undergraduate environmental science curriculum focuses on the fundamentals of mathematics, chemistry, life sciences (zoology, microbiology, botany) and environmental science for the first three years, with professional and track electives during the senior year. Undergraduate students also take courses in English, political science, history, and humanities. The successful engineer or scientist must be able to communicate ideas and plans with colleagues and supervisors. He or she understands that the professional responsibility of the engineer or scientist is to provide cost-effective technological solutions that meet the growing needs of society.

Special Facilities and Programs

RESEARCH FACILITIES

CEES has laboratories to support both its teaching and research missions in environmental science, environmental engineering, structures, hydraulics, soil mechanics, and highway materials. The Fears Engineering Laboratory, gaining national recognition as a center of structural and geotechnical engineering research, was constructed in 1979 and was recently renovated to promote the effective integration of structural engineering with information technology. It has 8,400 square feet of laboratory space, including a 1,800-square-foot reaction floor that can accommodate testing configurations up to 22 feet high. The Environmental and Ground Water Institute (EGWI), established in 1982, is a pioneer in conducting water-related research. Through collaboration with the Institute for Applied Surfactant Research (IASR), EGWI researchers have developed subsurface remediation and solvent replacement technologies. EGWI research also evaluates the transport and fate of contaminants in the environment (e.g., pharmaceutical and personal care products) and develops new water treatment processes (e.g., arsenic removal). In 2005 EGWI spawned development of the WaTER Center. The vision of the WaTER (Water Technologies for Emerging Regions) Center is a world in which all humankind has safe, reliable drinking water. Thus, the center’s mission is to help solve drinking water challenges for emerging regions, both internationally and locally, through...
innovative teaching and research initiatives. In all these activities, EGWI actively engages undergraduate students in the research enterprise. The Center for Restoration of Ecosystems and Watersheds (CREW) focuses on the evaluation of environmental impact and development of sustainable environmental remediation and restoration technologies. The objectives of this center are to develop comprehensive, sustainable and economically viable remediation and restoration strategies to solve environmental problems, couple these technologies with economic stimulus for local communities, and transfer these technologies to stakeholders for implementation. CREW has expertise in ecological engineering, wetlands science, biogeochemistry, microbial geochemistry, applied environmental microbiology, bioenvironmental engineering, waste reuse and recycling, contaminant fate, and transport, and water quality management. Laboratory capabilities include analysis of inorganic and organic constituents in surface and ground water, soils, sediments, air, and manufactured products.

Cees maintains geotechnical engineering and unsaturated soil mechanics laboratories in the Carson Engineering Center (CEC). The Ray Broce Materials Laboratory located in the Engineering Lab (EL) building has facilities for testing of pavement materials including conventional and performance-related testing of asphalt mixes. Most laboratory equipment in these labs is connected to fully automated data acquisition systems. Facilities for evaluation of rheological properties of asphalt binders are available in the Asphalt Rheology Laboratory located in the Sarkeys Energy Center.

Several computer systems within Cees and OU support numerical and analytical research and teaching. Computing hardware ranges from Intel-based PCs to supercomputers available through OU Supercomputing Center for Education and Research (OSCAR, http://www.oscer.ou.edu/). OU is part of the Internet 2 consortium and high-speed access to the Internet is ubiquitously available on- and off-campus. Currently, OSCAR maintains three high performance computing platforms, which between them have a total peak performance of nearly 1.5 TFLOPs (trillion calculations per second). These platforms include a Linux cluster consisting of 270 2.0 GHz Pentium4 Xeon processors. OU also supports a wireless network in many buildings and classrooms that allows for interactive laptop applications in teaching.

In addition to the facilities provided by Engineering Computing Services, Cees maintains three computer laboratories and a student computing and study facility. The Geographic Information Systems (GIS) and Modeling Laboratory is a specialized computing facility devoted to scientific visualization and modeling of spatially distributed environmental parameters and processes. The computing infrastructure in the Environmental Modeling/GIS lab was upgraded in Summer 2005. It now consists of a network of Sun UltraSPARC and Pentium-based workstations running Solaris, Linux, and Windows operating systems, all connected to a Sun Enterprise 250 server. The lab also maintains a 24-node Sun Netra X1 (SPARC/Solaris-based) cluster and 2 SunFire V20z dual processor AMD Opteron compute servers. Peripherals include large LCD monitors, disk arrays, tape backups, and color and black and white printers. The lab is housed in a comfortable work environment, with student desks separated from the computer stations.

The Geo-Computational Computer Modeling Lab contains eight PCs, and associated peripherals. Licenses for specialty geotechnical engineering software such as FLAC and Terascale_Dy sac are also available in this lab.

The TEAM AutoCAD Laboratory is used primarily by students completing the capstone course (CE 4903 or ES 4913), although the long-term plan is to allow students to utilize the lab for any of the Sooner City design courses. The lab currently features six Dell L667 workstations, a HP 600 plotter, a HP Designjet 800 color plotter, two HP scanners, and a HP Laserjet printer. Each workstation is equipped with AutoCAD, Eagle Point, and other engineering design software. Furniture (e.g., chairs, computer benches, drawing lay tables), flat files, and hanging files give the lab the appearance of a real world engineering office.

The Cees student computing and study facility is unique in the College of Engineering. The facility includes seven Gateway or Micron workstations hardwired to the campus network. In addition, the room has been equipped with a receiver for the wireless network. Computer stations are located on the periphery of the room with ample tables and chairs in the interior to accommodate students using laptop computers.

Undergraduate Study

BACHELOR OF SCIENCE IN ARCHITECTURAL ENGINEERING

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

PROGRAM EDUCATIONAL OBJECTIVES

- The Architectural Engineering Bachelor of Science alumni will have embarked on successful careers in the areas associated with the development, implementation, and management of architectural engineering systems.
- The Architectural Engineering Bachelor of Science alumni will advance in their careers and continue their professional development through continuing education and lifelong learning.

PROGRAM OUTCOMES

- Graduating seniors will be technically competent in core areas within architectural engineering and related sciences and mathematics;
- Graduating seniors will be able to work within a team and communicate effectively;
- Graduating seniors will be able to synthesize diverse information to develop creative and ethically sound design solutions;
- Graduating seniors will be able to function in an evolving engineering practice;
- Graduating seniors will understand the importance of continuing education, professional registration, and ethical responsibilities; and
- Graduating seniors will be able to work within a team, develop project management skills and communicate effectively.

This program requires a minimum of 128 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 83 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. PSC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. History 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.* ANTH 4623 and ARCH 2243 recommended.
5. Science and Math: 29 hours. CHEM 1315; GEOL 1114; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.
7. Civil Engineering and Environmental Science courses: 10 hours. CEES 1000, 1112, 2113, 2153, 2223.
8. Architecture courses: 16 hours. ARCH 1153, 1133, 1253, 2354, 2343.

UPPER DIVISION REQUIREMENTS

The upper division (3000 and 4000 level courses) requirements of 46 hours are to be met as follows:

1. Communications: three hours. ENGL 3153.
2. Math: three hours. MATH 3113.
3. Civil Engineering and Environmental Science courses: 24 hours. CEES 3403, 3523, 3684, 3414, 3334, 4803, 4903.
4. Architecture courses: 10 hours. ARCH 3433, 4833, 4754.
5. Professional electives: six hours. Chosen with approval of faculty adviser from CEES 3663, 3673, 4753, or 5333.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).
All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

**BACHELOR OF SCIENCE IN CIVIL ENGINEERING**

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

**PROGRAM EDUCATIONAL OBJECTIVES**

- The Civil Engineering Bachelor of Science alumni will have embarked on successful careers in the areas associated with the development, implementation, and management of architectural engineering systems.
- The Civil Engineering Bachelor of Science alumni will advance in their careers and continue their professional development through continuing education and lifelong learning.

**PROGRAM OUTCOMES**

- Graduating seniors will be technically competent in core areas within civil engineering and related sciences and mathematics;
- Graduating seniors will be able to work within a team and communicate effectively;
- Graduating seniors will be able to synthesize diverse information to develop creative and ethically sound design solutions;
- Graduating seniors will be able to function in an evolving engineering practice;
- Graduating seniors will understand the importance of continuing education, professional registration, and ethical responsibilities; and
- Graduating seniors will be able to work within a team, develop project management skills and communicate effectively.

This program requires a minimum of 125 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: [http://checksheets.ou.edu/engrindx.htm](http://checksheets.ou.edu/engrindx.htm).

**LOWER DIVISION REQUIREMENTS**

The lower-division (1000- and 2000-level courses) requirements of 71 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: nine hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.* HSCI 2333 and ANTH 4623 recommended.
5. Science and Math: 30 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.
7. Civil Engineering and Environmental Science courses: 16 hours. CEES 1000, 1112, 1213, 2113, 2313, 2153, 2223.

**UPPER DIVISION REQUIREMENTS**

The upper division (3000- and 4000-level courses) requirements of 55 hours are to be met as follows:

1. Humanities: three hours.*
2. Math and Science: three hours. MATH 3113.
3. Civil Engineering and Environmental Science Courses: 40 hours. CEES 3213, 3243, 3253, 3334, 3364, 3403, 3414, 3663 or Professional elective, 3673 or Professional elective, 3884, 4803, 4903.
4. Technical writing: three hours. ENGL 3153.
5. Professional electives: six hours.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the **upper-division** level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

**BACHELOR OF SCIENCE IN ENVIRONMENTAL ENGINEERING**

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

**PROGRAM EDUCATIONAL OBJECTIVES**

- The Environmental Engineering Bachelor of Science alumni will have embarked on successful careers in the areas associated with the development, implementation, and management of architectural engineering systems.
- The Environmental Engineering Bachelor of Science alumni will advance in their careers and continue their professional development through continuing education and lifelong learning.

**PROGRAM OUTCOMES**

- Graduating seniors will be technically competent in core areas within environmental engineering and related sciences and mathematics;
- Graduating seniors will be able to work within a team and communicate effectively;
- Graduating seniors will be able to synthesize diverse information to develop creative and ethically sound design solutions;
- Graduating seniors will be able to function in an evolving engineering practice;
- Graduating seniors will understand the importance of continuing education, professional registration, and ethical responsibilities; and
- Graduating seniors will be able to work within a team, develop project management skills and communicate effectively.

This program requires a minimum of 125 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: [checksheets.ou.edu/engrindx.htm](http://checksheets.ou.edu/engrindx.htm).

**LOWER DIVISION REQUIREMENTS**

The lower-division (1000- and 2000-level courses) requirements of 74 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: nine hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.* HSCI 2333 and ANTH 4623 recommended.
5. Science and Math: 30 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.
7. Civil Engineering and Environmental Science courses: 19 hours. CEES 1000, 1112, 1213, 2113, 2313, 2153, 2223, 2323.

**UPPER DIVISION REQUIREMENTS**

The upper division (3000- and 4000-level courses) requirements of 52 hours are to be met as follows:

1. Humanities: three hours.*
2. Math and Science: nine hours. MATH 3113; CHEM 3053, 3423.
3. Civil Engineering and Environmental Science Courses: 31 hours. CEES 3213, 3334, 3364, 3243, 4234, 4114, 4263, 4813, 4923.
4. Technical writing: three hours. ENGL 3153.
5. Professional electives: six hours.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the **upper-division** level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).
BACHELOR OF SCIENCE IN ENVIRONMENTAL SCIENCE

This program requires a minimum of 121 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 68 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. History 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture, and Non-Western Culture.* ANTH 4623 and HSCI 2333 recommended.
5. Science and Math: 33 hours. BOT 1114 or ZOO 1114; CHEM 1315, 1415; MATH 1823, 2423; MBBIO 2815; PHYS 2414 or 2514, 2424 or 2524.
6. Core Engineering: 0 hours. ENGR 1410, 1420.
7. Civil Engineering and Environmental Science courses: 10 hours. CEE 1000, 1112, 1213, 2313, 2323.

UPPER DIVISION REQUIREMENTS

The upper division (3000 and 4000 level courses) requirements of 54 hours are to be met as follows:

1. Communications: three hours. ENGL 3153.
2. Science: nine hours. BOT 3453 or ZOO 3403; CHEM 3053, 3153.
3. Social Science: three hours. P SC 3233 or CEE 4463.
4. Civil Engineering and Environmental Science courses: 24 hours. CEE 3334, 4114, 4324, 4603 or elective, 4813, 4863, 4913.
5. Civil Engineering and Environmental Science or Track electives: 15 hours.
6. *Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

Graduate Study

The School of Civil Engineering and Environmental Science offers master’s and doctoral programs in civil and environmental engineering and environmental science.

The following paragraphs present only the standard minimum requirements and are no more than guidelines, not intended to exclude consideration of any valid academic objectives. The admission evaluation, the academic plan, and the research studies of each student should represent a unique synthesis of program strengths and resources with the student’s background and aspirations.

Areas of Specialization

Environmental engineering, environmental science, geotechnical engineering, groundwater quality management, structural engineering, water resources and water quality management. Selection of an option should be made as early as possible, but not later than the regular enrollment period for which the student will have accumulated 15 hours of graduate credit. An early decision is strongly encouraged because all options may not be available at all times. A graduate student is admitted into an area of specialization; any subsequent change in the area of specialization is to be petitioned to the School of Civil Engineering and Environmental Science.

Graduate Studies Committee. Usually a change is permitted if the student is in good graduate standing and meets the entrance criteria of the specialty area.

Prospective students can obtain additional information through the School’s website (http://cees.ou.edu) or application materials may be requested by writing to the School or contacting the graduate programs assistant by e-mail (srwilliams@ou.edu).

Financial Assistance

Applications for financial assistance should be directed to the School of Civil Engineering and Environmental Science. Research assistants typically write their thesis or dissertation on the subject for which financial support is received. Teaching assistants often teach laboratory sections and/or grade papers.

Instructors’ positions are occasionally available for advanced graduate students, particularly those interested in a university teaching career. Graduate students whose native language is not English must pass an English proficiency exam before being allowed positions as instructors.

Accelerated Dual Degree B.S./M.S.

The School of Civil Engineering and Environmental Science offers Accelerated Dual Degree (B.S./M.S.) programs to qualified undergraduate students. The programs allow students to pursue a graduate degree in conjunction with the undergraduate degree requirements. Students accepted into the programs can use two professional elective courses (six credit hours) to simultaneously satisfy the requirements of both the B.S. and M.S. degrees. With proper planning, the Accelerated BS/MS Programs allow students to complete their MS Thesis or non-thesis degree requirements in less time than is possible in the traditional program. Students are encouraged to apply two semesters prior to graduation and must have a GPA of 3.2 or better in their undergraduate curriculum. The programs are not available to transfer students beyond junior standing. Final acceptance to the graduate program is subject to approval of the CEEs Graduate Studies Committee and Dean of the Graduate College.

Master of Science (Civil Engineering or Environmental Engineering)

For admission to an area of specialization leading to the Master of Science degree in Civil or Environmental Engineering, the student must meet the general requirements of the Graduate College and must have previously fulfilled the requirements equivalent to the Bachelor of Science in Civil or Environmental Engineering. In addition, the student must have taken the Graduate Record Examination. Undergraduate background deficiencies will be determined by the School’s Graduate Studies Committee and must be satisfied before the student is granted full admission to the Graduate College. All students admitted must have a combined score of 1,000 on the verbal plus quantitative portions of this examination. Typically, applicants who are offered financial assistantships achieve a combined score well above 1,000. International applicants must have a TOEFL score of 550 or higher.

Two options are available within the Master of Science degree programs: thesis and non-thesis. The thesis option requires the completion of 30 semester credit hours, with at least five hours devoted to thesis research and one hour devoted to a course on Technical Communications. The thesis option is recommended for students interested in later obtaining a Ph.D. degree. The non-thesis option requires the completion of 32 semester credit hours, of which two hours must be devoted to the completion of a special project course and one hour devoted to a course on Technical Communications. Both options include a final defense or examination and have a minimum residency requirement of one academic year.

At least 17 credit hours of 5000-6000-level civil engineering courses that have been approved by the student's adviser are required. No more than five of the total credit hours, may be S/U graded. Additional courses to complete the 32 credit-hour requirement can be chosen from other fields of engineering, sciences, mathematics, business or the arts.

Environmental Engineering. In addition, the student must have taken the Technical Communications. Both options include a final defense or examination and have a minimum residency requirement of one academic year.
Master of Environmental Science
For admission into an area of specialization leading to the Master of Environmental Science degree, the student must meet the general requirements of the Graduate College and must have previously fulfilled the requirements equivalent to a bachelor’s degree in an appropriate area approved by the School. In addition, the student must have taken the Graduate Record Examination. All students admitted must have a combined score of 1,000 points on the verbal plus quantitative portions of this examination. Typically, applicants who are offered financial assistantships achieve a combined score well above 1,000. International applicants must have a TOEFL score of 550 or higher.

The Master of Environmental Science degree is designed for students interested in applying the principles of science to a better understanding of the environment and its control. The degree program is concerned with the chemical, physical and biological nature of the environment and its management. Enough flexibility is maintained so that candidates have the opportunity to strengthen their basic field (e.g., chemistry, engineering, physics, or biology) or their elected professional area of concentration. These areas include water resources, groundwater quality management, air resources, hazardous and solid waste management, environmental impact assessment, industrial hygiene and risk assessment.

Two options are available within the Master of Environmental Science degree program: thesis and non-thesis. The thesis option requires the completion of 30 semester credit hours, with at least five hours devoted to thesis research and one hour must be devoted to a course on Technical Communications. The non-thesis option requires the completion of 32 semester credit hours, of which two hours must be devoted to the completion of a special project course and one hour must be devoted to a course on Technical Communications. Both options include a final defense or examination and have a minimum residency requirement of one academic year.

At least 17 credit hours of 5000-6000-level environmental science courses that have been approved by the student’s adviser are required. No more than five of the total credit hours, may be S/U graded. Additional courses to complete the 32 credit-hour requirement can be chosen from other fields of engineering, sciences, mathematics, business or the arts.

Doctor of Philosophy
The Doctor of Philosophy degree program is concerned with the expansion of professional knowledge in the fundamental concepts of civil engineering or environmental science. Admission to the Ph.D. program requires a master’s degree with a high scholastic standing. All students admitted must have a combined score of 1,000 on the verbal plus quantitative portions of this examination. Typically, applicants who are offered financial assistantships achieve a combined score well above 1,000. International applicants must have a TOEFL score of 550 or higher.

As part of the Ph.D. degree, the student is expected to produce a research dissertation of professional significance that could be the basis of one or more papers published in refereed journals. Ninety semester hours of graduate-level coursework beyond a B.S. degree are required plus a qualifying examination, a general examination, proficiency in a research skill and an acceptable dissertation. The graduate Ph.D. is prepared for a career in teaching, research and consulting.

School of Computer Science
Le Gruenwald, Director
Deborah A. Trytten, Associate Director
Dean Hougen, Graduate Liaison
200 Felgar Street, Room 144
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Faculty Roster
Professors Antonio, Atiquzzaman, Dhall, Gruenwald, C. Kim, Lakshmivarahan, Page, Radhakrishnan, Thulasiraman; Associate Professors Cheng, Fagg, Hougen, Trytten; Assistant Professors Dong, McGovern; Adjunct Professors Miller, Neeman, Ray, Wu.

Degrees Offered
• Bachelor of Science in Computer Science
• Bachelor of Science in Computer Science/Master of Science
• Bachelor of Science in Computer Engineering/Master of Science in Computer Science
• Master of Science
• Doctor of Philosophy

General Information
Computer scientists design and build computer systems for technical applications such as intelligent robotic systems, computer graphics and graphical interfaces, modeling and simulation, high performance computing, information storage and retrieval, network communications, network security, speech recognition, and automated controls. Computer scientists also build software tools to facilitate the use of computing systems, tools such as word processors, spreadsheets, numerical function libraries, programming language translators, operating systems, and database management systems.

Computer scientists involved in research invent and analyze formal notations for describing computations, algorithms effective for specific applications, schemes for data storage and retrieval, and methods for managing the complexity of large bodies of software. They study the limits of computation, and they apply computing theories to practical problems.

Computer manufacturers and software companies employ computer scientists to design tools to assist in software development. Such systems include compilers, network software, graphical interface generators, database access systems, and resource managers. In addition, many other industries employ computer scientists to help apply computing technology in applications such as the design of automobile and aerospace components, analysis of chemical processes, economic and financial modeling, pharmaceuticals research, earth resource exploration, weather modeling and intelligent robotics.
The use of computer technology continues to expand, and employment opportunities for computer scientists seem likely to follow this pattern of growth. The curriculum provides students with an opportunity to acquire the comprehensive education necessary to build a successful career in computer science.

Programs for Academic Excellence

The University’s Honors Program affords opportunities for intellectual and professional development under the tutelage of professors selected by the students. Computer Science offers honors courses on a periodic basis. Qualified students interested in participating in ongoing research programs may do so through special project courses, summer employment on a research grant, or part-time employment during the academic year. Programs such as the “Research Experience for Undergraduates,” sponsored by the National Science Foundation, allow students to become involved in the newest areas of science and technology.

Students may participate in many professional activities and organizations that include student chapters of the Association of Computing Machinery and the student chapter of the Institute of Electrical and Electronic Engineers Computer Society. Each year students participate in regional and international professional programming contests.

RESEARCH ACTIVITIES

The faculty includes internationally recognized experts in many aspects of computer science. They are active in professional research and practice, have published major texts, and have won awards from professional societies for both teaching and research.

Faculty research interests include parallel and distributed computing, telecommunication and computer networks, interconnection networks, high performance computing, computer graphics, database systems, functional programming, computational graph theory, and discrete optimization, intelligent systems, robotics, molecular computing, cryptography, CS education, software engineering, and theoretical computer science.

Computing Facilities

The School of Computer Science maintains several research laboratories. In addition, the School operates an educational laboratory equipped with high-performance workstations and a number of PCs. The School also maintains a high-performance cluster for education and research in distributed computing, networking, and operating systems. Additional computing facilities are available to students at many locations on campus. All students have access to the Internet, and electronic mail services.

Undergraduate Study

CURRICULUM IN COMPUTER SCIENCE

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

Program Educational Objectives

To generate and disseminate durable knowledge within and around the rapidly evolving discipline of computer science by:
- educating bachelors, masters, and doctoral degree candidates within our discipline
- producing graduates that are highly sought by industry, government and universities

Program Outcomes

- Graduates should have substantive knowledge of theoretical computer science.
- Graduates should have substantive knowledge of applied computer science and software engineering.
- Graduates should be experienced in the use of relevant technology, e.g. current common operating systems and software development tools.
- Graduates should be prepared to pursue a professional career in or related to computing or software.
- Top graduates should be prepared to pursue graduate study in computer science.

This program requires a minimum of 120-121 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 76 hours are to be met as follows:

1. Communication: nine hours. ENGL 1113 and ENGL 1213 or EXPO 1213; COMM 2613.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours; PS 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 27 hours. CHEM 1315; MATH 1823, 2423, 2443; PHYS 1311, 2514; CHEM 1415 or PHYS 2524 and 1321.
7. Computer Science courses: 19 hours. CS 1323, 2334, 2603, 2813, 2413, 2613.

UPPER DIVISION REQUIREMENTS

The upper division (3000- and 4000-level courses) requirements of 45 hours are to be met as follows:

1. Math, Science and Engineering: 12 hours. MATH 3113 or 3413, 3333, 4073 or AME 3723 or CS 3723, MATH 4753 or 4743 or IE 3293.
2. Computer Science Courses: 21 hours. CS 3053, 3113, 3323, 3823, 4263, 4413, 4273.
3. Approved CS electives: nine hours.
4. Technical Writing: three hours. ENGL 3153 or B C 2813.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

Graduate Study

Areas of Specialization

Current research activities in computer science span a variety of areas of specialization in the respective disciplines as well as a variety of interdisciplinary subjects. Research activities include parallel and distributed computing, telecommunication networks, interconnection networks, computer graphics, database systems, functional programming, computational graph theory and discrete optimization, intelligent systems, robotics, cryptography, molecular computing, software engineering, and theoretical computer science.

Support

Financial assistance to qualified graduate students is available from the School of Computer Science and from other sources. The School offers scholarships, graduate teaching assistantships, and research assistantships. Students desiring financial assistance are encouraged to contact the Graduate Liaison of the School of Computer Science and complete an application.
Requirements for Admission

Students with baccalaureate degrees in other engineering disciplines, physical sciences or mathematics who meet the general requirements of the Graduate College may be conditionally admitted to the Computer Science graduate programs with the stipulation that specified undergraduate courses must be satisfactorily completed to correct deficiencies in their background. GRE General Examination scores are required. Three letters of recommendation that evaluate the candidate’s potential for success as a graduate student are required.

Specific questions concerning the programs or admission requirements may be addressed to the Graduate Liaison, School of Computer Science, 200 Felgar St., Room 144, Norman, OK 73019. Inquiries should be directed to the program assistant (405) 325-0145.

Accelerated Dual Degree B.S./M.S.

The School of Computer Science offers an accelerated dual degree (B.S./M.S.) program to qualified undergraduate students. The program allows students to pursue a graduate degree in conjunction with the undergraduate degree requirements. Students admitted into this program can use up to four courses (12 credit hours) to simultaneously satisfy the requirements of both the B.S. and M.S. degrees. Students generally apply for the program two or three semesters before completion of the B.S. degree, and minimal requirements for this program include a 3.5 GPA at the time of application. In addition to a dual degree program in which both degrees are in Computer Science, the School of Computer Science in cooperation with the School of Electrical and Computer Engineering offers a dual degree program in which the B.S. degree is in computer engineering and the M.S. degree is in computer science.

Master of Science Degree

A student can pursue either a thesis program or a nonthesis program. In the thesis program, a student is required to complete 30 hours of C S graduate-level courses (including up to six hours of thesis work). In the nonthesis program, the student is required to complete 33 hours of C S graduate-level courses. For either plan, no more than 12 hours of the graduate work can be at the 4000-level (with a maximum of nine hours being in CS). Up to six hours of graduate credit may be in courses from other departments, provided that the courses have been previously approved by the graduate adviser.

Students in the thesis option are required to write a thesis, and successfully defend it before an examination committee. The nonthesis option students are required to pass a final oral comprehensive examination administered by a committee. Students should consult the C S Graduate Handbook for specific degree requirements.

Doctor of Philosophy Degree

Requirements for the Ph.D. degree are set by the student’s doctoral committee in conformance with the current rules of the Graduate College. A qualifying examination is required of all students. The intent of the examination is to determine whether the student is qualified to undertake a doctoral program and, further, to reveal deficiencies that may exist in his/her academic preparation for the doctoral program.

In addition, every student is required to take a general examination in his/her major field of study and the related areas. Doctoral students perform research in an area of interest and write a dissertation. Students should consult the C S Graduate Handbook for specific degree requirements.

Awards range from $1,100 to $1,600 per month for half-time teaching or research. Many graduate assistantships include out-of-state tuition waivers.
Having Electrical Engineering and Computer Engineering in a single School offers the student an exciting combination of technologies with which to meet the design problems of the twenty-first century and an opportunity to develop hands-on skills at the device and system levels. Each degree is based on class offerings from both specialties within ECE, augmented by classes from the School of Computer Science and the Department of Engineering. With this balance, the student is prepared to handle both hardware and software design and analysis topics. Engineering research and career applications include bioengineering, communications, computer architecture, solid state devices and materials, electric power and radio frequency systems, image and signal processing, instrumentation and control systems, and linear and digital electronics. The School participates with other Colleges to develop advanced degrees specializing in electric energy management, bioengineering and telecommunications systems technologies.

Programs for Academic Excellence

ECE students who qualify may choose to participate in the University’s Honors College. This program affords unusual opportunities for intellectual and professional development under the tutelage of professors selected by the student. The School offers the opportunity to become involved in undergraduate research. Students who qualify and are interested in participating in ongoing research programs may do so through special project courses, summer employment on a research grant or part-time employment during the academic year. This is especially encouraged for students interested in our five-year MS programs.

ECE students participate in design courses which culminate in an industry sponsored, Senior Project. This capstone course provides an opportunity to experience the complete engineering design process under the performance, schedule and cost constraints required for a product to survive in the engineering environment.

Students may participate in many professional activities and organizations including student chapters of the Institute of Electrical and Electronic Engineers (IEEE) and the Association for Computing Machinery (ACM). Each year students are selected to participate in regional and national professional contests. The school has an active chapter of the electrical engineering honor society, Eta Kappa Nu (HKN), which selects its members from the upper quarter of the junior class and the upper third of the senior class.

Graduate students have an opportunity to select a research topic in one of the many exciting research programs being pursued by our faculty. In many cases, these research programs have funding to support the student participants during the period of their thesis studies. While research activities and projects change rapidly, a brief survey of our current research activities is included here to illustrate our many programs of excellence for graduate students.

Research Activities

ECE faculty are currently engaged in research in a number of areas of technology critical to advancement of knowledge and commerce in the US and the State of Oklahoma.

- **Bioengineering** — Instrumentation, medical imaging, biomedical optics, digital hearing aids, physiological modeling, bio-computing; interactions of electromagnetic fields and biological tissue.
- **Communications** — Adaptive antenna arrays, fixed wireless access, wideband CDMA, wireless telemetry systems, equalization and coding for storage.
- **Computer Systems** — Advanced computer systems and architecture, fault tolerant systems, networking, embedded systems, programmable logic, hardware design languages.
- **Electric Power Systems** — Power systems planning and operation; electric power network economics; regulation, privatization and competition in network.
- **Electric Vehicle Research** — High efficiency motor control systems, battery systems, ergonomic subsystems, solar power and formula racing vehicles.
- **Electromagnetics** — Computational electromagnetics, phased array antennas, RF medical applications.
- **Image Processing** — Digital image processing, computer vision, robotics vision, pattern recognition, image interpretation.
- **Intelligent Systems** — Soft computing, neural networks, fuzzy logic modeling, solution programming, optimization, artificial intelligence, genetic algorithms.
- **Instrumentation and Control Systems** — Multivariable controls design and analysis, robust and fuzzy logic controls, GPS flight control and location systems.
- **Sensor Electronics** — Integration of state-of-the-art optoelectronic components with high performance embedded processors, design and fabrication of analog/digital mixed-signal circuits, and development of chemical and biological sensors based on fluorescence, laser absorption and Raman scattering spectroscopies — all of which are integrated around a common platform for low-cost, low-power consumption deployment.
- **Signal Processing** — Speech and image representations for enhancement, compression, synthesis and recognition systems. Adaptive systems for telecommunications, multimedia, and other systems. Digital filter methods and implementations.
- **Solid State Devices and Materials** — Molecular beam epitaxy growth of IV-VI semiconductors and group II-A fluoride insulators, liquid phase epitaxy, tunable diode laser fabrication, interface chemistry and heteroepitaxial growth mechanisms, optical device integration on silicon substrates, UV solar blind detectors, Bragg reflector-based devices for solid state lasers.
- **Telecommunications Engineering** — Wireless and fiber optic networking technology, systems interoperability, security.
- **Weather Radar** — Radar detection and signal processing, adaptive processing, phased arrays, weather detecting waveforms and filtering.

Admission to the Program

ECE is aggressive in selection of well-rounded students who have demonstrated ability to succeed in academic pursuits. Students declaring Electrical Engineering and Computer Engineering majors will be admitted to the program essentially at the end of their sophomore year. Qualification for entry is established by making application that shows completion of a set of eight required, undergraduate courses in math and sciences and achievement of an overall and OU grade point average of 2.80 or better. Successful applicants may then begin taking upper division (3000- and 4000-level) ECE courses. Transfer students must enter with a 3.0 GPA and successfully pass 12 hours of curriculum required coursework with a 2.80 GPA before full admission to the program. Exact details of this plan are available on our website at ece.ou.edu.

Special Facilities and Programs

Excellent facilities are available for advanced studies in digital systems, power systems, digital signal processing, intelligent transportation systems, alternate energy, GPS, weather radar and instrumentation, communication, opto-electronics and solid state electronics. The School operates and maintains a variety of computers, a microprocessor lab, a power systems simulator lab, a digital signal processing lab and other instructional and research laboratories. The facilities are used to provide “hands-on” experience for students. The Electrical Engineering and Computer Engineering programs are accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET).

Biomedical Optics and Electronic Imaging Laboratories

The facilities support advanced research and teaching in medical imaging and biomedical optics. One laboratory is located in Carson Engineering Center that contains state-of-the-art equipment, such as X-ray sources; custom developed CCD and other electronic detector systems, and computing resources. Another laboratory is located in the OU Medical Center to foster collaboration with clinicians. The equipment includes digital x-ray imaging systems, digital fluorescent imaging systems, optical tables, and lasers.
Center for Intelligent Systems
Research lab to support artificial intelligence, expert system, artificial neural networks and soft computing (fuzzy logic and genetic algorithm) investigations. This lab is set up on the North Campus. It is designed to aid research in the areas of controls, sensors, embedded systems, and algorithms. The lab is built on 1,400 sq. ft. using state-of-the-art flexible automation cells donated by Nokia Mobile Phones.

Communications Laboratory
A research lab focused on communications signal processing and coding for data transmission and storage.

Digital Design Laboratories
An upper-division teaching laboratory and graduate research labs. Developments and experimentation with microprocessor control circuits, memory, and I/O functions extend the understanding of the capabilities and flexibility of this technology. A full range of PC based development platforms and instrumentation is available at each two-person team workstation. Research labs provide workstation support for hardware design languages and programmable logic implementation. This lab features teamwork areas to support capstone industry-sponsored projects.

Digital Signal Processing Lab
A research laboratory focused on DSP research issues in multimedia systems and telecommunications: representation, recognition, compression, and enhancement.

Microelectronics Laboratory
A research laboratory equipped to grow and characterize narrow band gap semiconductor materials, fabricate mid-infrared optoelectronic devices, and perform real-time in situ measurements of semiconductor manufacturing procedures. Laboratory facilities include molecular beam epitaxy (MBE) and liquid phase epitaxy (LPE) growth systems, Fourier transform infrared (FTIR) and mid-IR laser spectrometers, and a variety of computer controlled cryogenic test stations.

Undergraduate Laboratory for Weather Radar Signal Processing
A multi-use state-of-the-art teaching laboratory for digital signal and image processing and distributed and parallel computing. Students design and implement multimedia and communications software using multiple DSP microprocessors and PC hosts.

Scholarships and Financial Aid

UNDERGRADUATE STUDENT SUPPORT
The school annually awards many scholarships to students with superior records to help defray the cost of their education. These scholarships are awarded on the basis of merit and need. Awards range from $200 to $2,500 per year. Scholarship applications can be obtained by writing to the Undergraduate Coordinator of the School of Electrical and Computer Engineering, calling (405) 325-4721, e-mail ece@ou.edu, or by visiting the ECE web page at ece.ou.edu and click on the Scholarship link under undergraduate programs.

The School of Electrical and Computer Engineering works closely with Career Services to develop opportunities for internships and for cooperative education (Co-Op) programs. Internships with industries throughout the central U.S. are available to qualified students sophomore through senior level. Co-Op activities allow students to alternate working semesters with scholastic semesters throughout their upper-division tenure.

GRADUATE STUDENT SUPPORT
Financial assistance to qualified graduate students is available from the School of Electrical and Computer Engineering and from other sources. The School awards fellowships, graduate teaching assistantships, and research assistantships. Students desiring financial assistance are encouraged to contact the Graduate Program Assistant of the School of Electrical and Computer Engineering and complete an application. Requests can be sent by e-mail to: ece@ou.edu.

Awards range from $7,730 to $16,000 per year for half-time (20 hours per week) appointments. Half-time research and teaching assistantships include waiver of out-of-state tuition and waiver of six hours of in-state tuition. Students must enroll in six credit hours per semester to qualify.

Undergraduate Study
Students enrolled in the School of Electrical and Computer Engineering (ECE) are offered a choice of Bachelors of Science degrees in computer engineering (CpE) and electrical engineering (EE). Qualified CpE students may choose accelerated program tracks leading to an MSECE or MS in Computer Science. Accelerated program students complete their MS degrees with an accumulated 12 credit hours less than normally required to obtain both degrees. Curricula are designed to give a thorough understanding of the physical principals, the design process and the current technology in the student’s chosen discipline. Electrical engineering (EE) conventionally specializes in communications, electric power systems, microwave and rf systems, solid state electronic devices and electronics. Computer engineering (CpE) specialties include instrumentation and control systems, digital signal and image processing, and advanced computer architecture. Students are offered professional courses intended to broaden the understanding of the non-technical considerations of a successful engineering design. The objective of the programs is to prepare the student to make valuable job contributions immediately upon graduation.

Electrical and Computer Engineering professions have many facets. An extremely wide range of interesting and satisfying careers is presented to the well-qualified graduate. Some of the fields opened by this background lead to research, management, sales, and manufacturing development. Technical areas include the design, manufacture and utilization of computers, power systems, communications, automatic control systems, electronics, semiconductor devices, quantum electronics, microwave systems, instrumentation, digital signal and image processing, system instrumentation and biomedical electronics.

CURRICULUM IN COMPUTER ENGINEERING
(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

PROGRAM OBJECTIVES
The Program Objectives of the School are to produce engineering graduates:
• Who are capable of creative thinking;
• Who are able to advance their knowledge through research, and
• Who can contribute to economic growth through technology.

PROGRAM OUTCOMES
The School has selected five specific Academic Outcomes that provide overarching guidance to curriculum decisions - to produce graduates that:
• Have a solid foundation in mathematics and physical sciences;
• Have strong engineering problem solving abilities;
• Are prepared for graduate school and/or a career in industry;
• Can communicate effectively; and
• Can work in teams.

This program requires a minimum of 126 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

LOWER DIVISION REQUIREMENTS
The lower-division (1000- and 2000-level courses) requirements of 75 hours are to be met as follows:
1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. PSC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*

5. Science and Math: 25 hours. CHEM 1315; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.


7. Electrical and Computer Engineering courses: 10 hours. ECE 2214, 2713, 2723.

8. Computer Science courses: 13 hours. CS 1323, 2334, 2413, 2813.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

**UPPER DIVISION REQUIREMENTS**

Upper division course hours will comprise 51 hours, but elective requirements will vary for those selecting a terminal BS CpE degree or one of the two accelerated BS/MS degree program options.

**A. Leading to BS in Computer Engineering:**

The upper division (3000- and 4000-level courses) requirements of 51 hours are to be met as follows:

1. Core Engineering: three hours. IE 3293.
3. Electrical and Computer Engineering courses: 27 hours. ECE 3223, 3723, 3773, 3793, 3813, 3873, 4273, 4613, 4773.
4. ECE/CS 3000-4000-level electives: six hours selected from a list available in the ECE office.
5. ECE/CS 4000- or higher level electives: six hours selected from a list available in the ECE office.
6. Professional electives: three hours.

**B. Leading to a BS in Computer Engineering and an MS in electrical and computer engineering:**

The upper division (3000- and 4000-level courses and graduate G4000-5000-level) course requirements of 51 hours are to be met as follows:

1. Core Engineering: three hours. IE 3293.
3. Electrical and Computer Engineering courses: 27 hours. ECE 3223, 3723, 3773, 3793, 3813, 3873, 4273, 4613, 4773.
4. ECE/CS G3000-4000-level electives: three hours selected from a list available in the ECE office.
5. ECE/CS G4000-5000-level electives: six hours selected from a list available in the ECE office.
6. ECE/CS 5000- or higher level electives: three hours selected from a list available in the ECE office.
7. Professional Electives: three hours.

**C. Leading to a BS in Computer Engineering and an MS in computer science:**

The upper division (3000- and 4000-level courses and graduate G4000-5000-level) course requirements of 51 hours are to be met as follows:

1. Core Engineering: three hours. IE 3293.
3. Electrical and Computer Engineering courses: 27 hours. ECE 3223, 3723, 3773, 3793, 3813, 3873, 4273, 4613, 4773.
4. ECE/CS G4000-5000-level electives: three hours selected from a list available in the ECE office.
5. Computer Science courses: nine hours. CS 3113, 3823, 4413.
6. CS G4000-5000: three hours Applications Elective selected from list in ECE office.

**Program Objectives**

The Program Objectives of the School are to produce engineering graduates:

- Who are capable of creative thinking;
- Who are able to advance their knowledge through research, and
- Who can contribute to economic growth through technology.

**Program Outcomes**

The School has selected five specific Academic Outcomes that provide overarching guidance to curriculum decisions, to produce graduates that:

1. Have a solid foundation in mathematics and physical sciences;
2. Have strong engineering problem solving abilities;
3. Are prepared for graduate school and/or a career in industry;
4. Can communicate effectively; and
5. Can work in teams.

This program requires a minimum of 125 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: [http://checksheets.ou.edu/engrindx.htm](http://checksheets.ou.edu/engrindx.htm).

**Lower Division Requirements**

The lower-division (1000- and 2000-level courses) requirements of 65 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. PS 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 25 hours. CHEM 1315; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.
7. Electrical and Computer Engineering courses: 10 hours. ECE 2214, 2713, 2723.
8. Computer Science courses: three hours. CS 1313.

*Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

**Upper Division Requirements**

The upper division (3000- and 4000-level courses) requirements of 60 hours are to be met as follows:

1. Core Engineering: three hours. IE 3293.
2. Math and Science: nine hours. MATH 3113, 3333; PHYS 3223.
3. Electrical and Computer Engineering courses: 33 hours. ECE 3113, 3223, 3323, 3613, 3723, 3773, 3793, 3813, 3873, 4273, 4773.
4. ECE electives: 12 hours (no more than three hours of 3000-level) selected from a list available in the ECE office.
5. Professional electives: three hours.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

**Graduate Study**

**Areas of Specialization**

The School of Electrical and Computer Engineering (ECE) offers a Masters and a Ph.D. degree in Electrical and Computer Engineering (MSEE and PhDECE). We also offer a Masters Degree in Telecommunications Systems (MS T-Comm), principally from our Tulsa campus. Current research activities in electrical and computer engineering span a variety of areas of specialization as well as a variety of interdisciplinary subjects. The research activities were detailed in earlier paragraphs of this Section.
Requirements for Admission

In addition to meeting the general requirements of the Graduate College, prospective students are expected to have previously earned a B.S. degree or its equivalent in Electrical Engineering or Computer Engineering. Students with baccalaureate degrees in other engineering disciplines, physical sciences or mathematics who meet the Graduate College requirements may be admitted to the graduate program with the stipulation that specified undergraduate courses must be satisfactorily completed to correct deficiencies in their background. GRE General Examination scores are required. Most students accepted have a combined analytical and quantitative score of 1250 or greater. Three letters of recommendation are required which evaluate the candidate’s potential for success as a graduate student.

Specific questions concerning the programs or admission requirements may be addressed to the Graduate Liaison, School of Electrical and Computer Engineering, 202 W. Boyd St., Room 219, Norman, OK 73019-1023. Prospective students are encouraged to visit the School. The School’s Internet web site is http://ece.ou.edu. Inquiries concerning graduate applications should be directed to the graduate program assistant (405) 325-4721 or in care of ecegrad@ou.edu.

Master of Science Degree in Electrical and Computer Engineering

Master of Science ECE degree candidates may choose to pursue the degree with either a thesis or one of two non-thesis option. Any option may be used to enter the Ph.D. program.

The MSECE thesis option in electrical and computer engineering requires a minimum of one year of full-time study. The total number of required credits is 30 semester hours. At least 12 credit hours must be ECE or C S; however 12 credit hours (not including thesis) must be in 5000-level or higher ECE coursework. Three credit hours must be taken in mathematics or physics, and at least nine credit hours must be technical electives. Graduate credit will not be allowed for any courses that are numbered below 4000 or are part of the required undergraduate electrical or computer engineering curriculum. A maximum of 12 hours of 4000-level graduate credit courses are allowed. Enrollment in six credit hours of ECE 5980, Thesis Research, is required, and the student must write a thesis and successfully defend it before an examining committee.

The MSECE non-thesis option has two tracks. Both require a minimum of 33 semester hours of coursework and at least 12 hours must be 5000-level or higher ECE coursework. The General Track requires a minimum of 18 credit hours in ECE or C S courses, subject to limitations specified above. The M.S. General Track also requires at least 12 credit hours in technical electives and the M.S. Comprehensive examination required by the Graduate College. The remaining requirements, except for Thesis Research, ECE 5980, are the same as for the thesis option. The MSECE Industrial Internship Track requires at least 15 hours in ECE or C S coursework, at least three credit hours in math or physics, and ECE 5883, Professional Project, for which a report and an oral examination will be required. Other restrictions apply as specified above.

An MSECE concentration in Electrical Energy Production and Risk Management combining electrical and computer engineering and finance, conforms to the non-thesis General Track. Twelve credit hours must be in electrical energy (power) with nine credit hours in finance courses, eight credit hours in electrical and computer engineering courses, and three credit hours in the field of mathematics or physics. Enrollment in internship hours (which counts toward the electrical energy requirement) is also required and the student must submit a written report upon completion of each internship (a maximum of two internships is allowed).

Students should consult the ECE Graduate Handbook for specific degree requirements.

Master of Science in Telecommunications Engineering

The MS TCOM degree is a thesis or project based program with focus in Telecommunications Engineering. The MS TCOM may be used as an entry to the Ph.D. electrical and computer engineering program.

The MS TCOM requires 32 semester credit hours. These include 11 hours of core coursework and a master’s thesis or a comprehensive project. Details of this program are available at http://tcom.ou.edu.

Doctor of Philosophy Degree in Electrical and Computer Engineering

The total number of credits required to complete the Ph.D. is 90 semester hours beyond the B.S. degree. This normally includes 30 credit hours for a doctoral dissertation. Students are allowed to transfer up to 44 credits (in accordance with the Graduate Bulletin) from a master’s degree toward the 90 hours required.

Specific requirements for the Ph.D. are set by each student’s doctoral committee in conformance with the current rules of the Graduate College. A qualifying examination is required of all students.

Successful completion of a General Examination, consisting of both written and oral parts, is required before preparation of the dissertation. The General Exam focuses on the dissertation proposal but may also include examination over other topics the student’s committee deems to be appropriate. The main intent of the exam is to evaluate the student’s total preparation for conducting research and successfully completing a dissertation. Students should consult the ECE Graduate Handbook for specific degree requirements.

Department of Engineering

P. Simin Pulat, Chair of Undergraduate Study
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Norman, OK 73019-1021
Phone: (405) 325-4161
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Musharraf Zaman, Chair of Graduate Study
107 Carson Engineering Center
Norman, OK 73019-1021
Phone: (405) 325-4536
FAX: (405) 325-7508
Internet: http://www.coe.ou.edu/

Faculty Roster

The general program in engineering is offered under the broad support of the College of Engineering faculty. The faculty’s responsibility for this program is exercised through an Engineering Program Committee that is charged with the day-to-day responsibility for curriculum planning and evaluation, program supervision and student advising. Inquiries regarding the undergraduate curriculum should be addressed to P. Simin Pulat, Director of Engineering Education, who serves as chair of the Engineering Program Committee. Inquiries regarding the graduate curriculum should be addressed to Musharraf Zaman, Chair of Graduate Study.

Degrees Offered

• Bachelor of Science in Engineering
• Master of Science
• Doctor of Philosophy
• Doctor of Engineering
Special Facilities and Programs
Special facilities and laboratories for the College of Engineering include: Aerospace and Mechanical Engineering-the Combustion Laboratory, the Experimental Stress and Structures Laboratory, the Fluid Mechanics Laboratory, the L.A. Comp Subsonic Wind Tunnel, the Nonlinear Mechanics Research Laboratory, and the Radiative Heat Transfer Research Laboratory. Chemical Engineering and Materials Science-the Flame Dynamics Laboratory, the Institute for Applied Surfactant Research, the Mobil Thermodynamics Laboratory, and the Fuels Laboratory. Civil Engineering and Environmental Science, the Ray Broce Asphalt Laboratory, Soil Mechanics Laboratory, Environmental Laboratories, and the Fears Structural Engineering Laboratory. Computer Science-Artificial Intelligence Lab and Parallel Processing Institute, Electrical Engineering—the Communications and Signal Processing Laboratory, the Optoelectronics Laboratory, Power Systems, and Microelectronics Lab. Industrial Engineering-the Computer Aided Manufacturing Laboratory, the Institute for Safety and Ergonomics Studies, and the Physical Simulation and Expert Systems Laboratory. Petroleum Engineering-the Halliburton Rock Mechanics Laboratory, the Mobil Thermodynamics Laboratory, the Petroleum Production Research Institute, and Petrophysics Laboratory. Engineering Dean’s Office-Center for Artificial Intelligence and the Environmental and Ground Water Institute.

Modern computing resources in support of the College of Engineering are provided by the Engineering Computing Services (ECS).

**Undergraduate Study**
The general program in engineering coordinates the offerings within the College of Engineering’s “core” curriculum engineering science courses and several advanced elective courses that either are required or widely elected by students in more than one of the departmental curricula.

**Graduate Study**

**General Information**
The graduate programs in the Department of Engineering provide broad interdisciplinary programs for students who wish to pursue graduate study in preparation for careers in advanced engineering or related science areas. The Doctor of Philosophy engineering program emphasizes research; and the Doctor of Engineering program emphasizes application of engineering and scientific principles to synthesis and design of engineering systems.

The engineering graduate programs are extraordinary in that they are founded upon all faculties and disciplines of engineering and science. This interdisciplinary feature offers advantages over traditional programs. The student is encouraged to develop his/her program of study and research under a specially selected Graduate Advisory Committee which will include those professors best qualified to direct and support his/her activities. This is done by selecting a faculty committee to work directly with the student.

**Admission Requirements**
A student who is admissible to the Graduate College and who holds a degree of Bachelor of Science in an engineering field conferred by the University of Oklahoma, or an equivalent degree, will be admitted to full-time graduate work in engineering, if the student’s academic record is above average. Degree holders from other disciplines will be expected to complete makeup work.

**Engineering Master of Science**
The Master of Science program in engineering allows study in interdisciplinary areas. Each applicant’s course of study is tailored to meet the student’s individual objectives.

**Doctoral Programs in Engineering**
Two different doctoral programs in engineering are offered, Doctor of Philosophy and Doctor of Engineering. The Doctor of Engineering degree is specifically designed for those students with several years of experience in engineering practice beyond the undergraduate degree who wish to extend the scope of their formal training.

The doctoral programs in Engineering at the University of Oklahoma offer flexibility. Each applicant’s course of study is tailored to meet individual objectives.

**DOCTOR OF PHILOSOPHY**
The Doctor of Philosophy degree program is concerned with the expansion of professional knowledge in the fundamental concepts of engineering and science. The doctoral student is required to produce a research dissertation of professional significance. Ninety semester hours of graduate-level coursework beyond a B.S. degree are required plus a qualifying examination, a general examination, proficiency in a research skill and an acceptable dissertation. The Ph.D. degree prepares a student for a career in teaching, research and consulting.

**DOCTOR OF ENGINEERING**
The Doctor of Engineering degree program provides an emphasis on coursework with a dissertation which addresses the application of engineering and scientific concepts. It is not an analytical research degree. Admission to the D.Eng. program requires a minimum of three years of acceptable engineering experience plus an engineering master’s degree. Ninety semester hours of graduate-level coursework beyond a B.S. degree are required in addition to a qualifying examination, a general examination, proficiency in a research skill and an acceptable dissertation.

**Program in Engineering Physics**

Michael Santos, Chair and Graduate Liaison
100 Nielsen Hall
Norman, OK 73019-2061
Phone: (405) 325-3961
FAX: (405) 325-7557
Internet: [http://www.nhn.ou.edu/ephys/](http://www.nhn.ou.edu/ephys/)

**Faculty Roster**
Professors (of Physics) Doezeema, Furneaux, Gutierrez, Johnson, Santos, Skubic; Associate Professors (of Physics) Abbott, E. Abraham, Mason, Murphy, S. Ryan, Shafer-Ray, Strauss; Assistant Professors (of Physics) Bumm, Shaifer; and participating faculty from the College of Engineering units.

**Degrees Offered**
- Bachelor of Science in Engineering Physics
- Master of Science
- Doctor of Philosophy

**General Information**
Established in 1924, the Program in Engineering Physics was one of the first programs of its kind offered in the United States. The undergraduate curriculum is accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone: (410)347-7700. Throughout its history, Engineering Physics has served as the starting point for new programs in applied physics at OU. For example, geophysics, nuclear engineering, and meteorology were first
of facilities at national laboratories such as Fermilab, the LHC, Los Alamos, and the National High Magnetic Field Laboratory.

The combined curriculum from the College of Engineering and the Homer L. Dodge Department of Physics and Astronomy provides the finest quality program for both undergraduate and graduate students. The interdisciplinary structure allows students access to a wide range of research topics.

Scholarships and Financial Aid

The Department offers a number of J. Clarence Karcher Scholarships each year to students majoring in physics, astronomy, or engineering physics. In addition, one or more Roy B. Adams Engineering Physics Scholarships and a Michael L. Ruby Engineering Physics Scholarship are awarded each year. The scholarships range from $700-$2,000 per academic year and are renewable. This helps the student to be in the mainstream of his/her professional interest and at the same time receive financial assistance throughout the undergraduate years. Applications (consideration deadline March 15 for the following fall) may be obtained from Undergraduate Programs, Homer L. Dodge Department of Physics and Astronomy, Nielsen Hall, Norman, OK 73019-2061.

Teaching and research assistantships are offered on a competitive basis to graduate students. In 2005 the assistantships started at $18,000 for students with 12 months of support. The Lin Fellowship provides an additional stipend for the first two years of graduate study while the Homer L. Dodge Graduate Fellowship provides an annual stipend of $25,000 with no teaching assistantship responsibilities for the first two years. Departmental applications for graduate study and financial assistance may be requested from the Graduate Programs-Physics, Nielsen Hall, Norman, OK 73019-2061.

Undergraduate Study

The undergraduate major requires 126 hours including 40 hours of physics, 33 hours of engineering and 18 hours of mathematics.

The engineering physics program offers an interdisciplinary bachelor’s degree which combines the course offerings and research activities of the College of Engineering and the Homer L. Dodge Department of Physics and Astronomy. The degree is recommended by the College of Engineering faculty. The curriculum includes the basic core of science, mathematics, social sciences and engineering sciences that are common to all engineering degree curricula, a block of prescribed upper-division physics courses, and a planned sequence of advanced courses in engineering, physics and allied areas that fulfills the design/synthesis requirement of an engineering program.

CURRICULUM IN ENGINEERING PHYSICS

This program requires a minimum of 1.26 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engindx.htm.

LOWER DIVISION REQUIREMENTS

The lower-division (1000- and 2000-level courses) requirements of 66 hours are to be met as follows:

1. Communication: six hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: six hours. PSC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 33 hours. CHEM 1315; MATH 1823, 2423, 2433, 2443; PHYS 1205, 1215, 2203, 2303.
6. Core Engineering: nine hours. ENGR 1410, 1420, 2003; CHE 2313 and C S 1313 or 1323.
* Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

UPPER DIVISION REQUIREMENTS
The upper division (3000- and 4000-level courses) requirements of 60 hours are to be met as follows:
1. Core Engineering: nine hours. AME 3153 or CEES 2223, two engineering electives (six hrs.).
2. Math: six hours. MATH 3413, 3423.
3. Physics Courses: 21 hours. PHYS 3043, 3053, 3183, 3302 or 3312, 3803, 4153, four hours of 4300.
4. Technical elective: three hours.
5. Engineering electives: 15 hours in a design sequence.
7. Physics elective: three hours.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

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### Graduate Study

#### Areas of Specialization

(Partial list only) growth and characterization of electronic and optical materials, device fabrication and simulation, laser applications in chemical reaction dynamics, laser cooling and trapping, microelectronic applications in particle physics.

#### Prerequisites for Full Graduate Standing

In addition to meeting the general requirements of the Graduate College, the student should have a Bachelor of Science in Engineering Physics or an equivalent degree with a minimum preparation of 30 hours of physics and 15 hours of engineering.

#### Master of Science

This degree is offered as either a nonthesis program or as a thesis program. The nonthesis program requires satisfactory completion of 32 hours of graduate study comprising a minimum of 12 hours of physics and 12 hours of engineering courses. Students must take and pass the physics qualifying examination. The thesis program requires completion of 30 hours of graduate credit including a research thesis on some topic of applied science. Students may count up to four credit hours of thesis research as part of their program. If the thesis supervisor is from engineering, a minimum of 12 hours of physics and nine hours of engineering is required; if the thesis supervisor is from physics, a minimum of nine hours of physics and 12 hours of engineering is required.

All programs of study must be approved by the engineering physics chair or any duly appointed representative. All students of either program must include at least one three-credit-hour mathematics course numbered 4000 or higher. Graduate credit will not be allowed for any course equivalent to one required in the undergraduate engineering physics program.

#### Doctor of Philosophy

Students electing to study for a doctoral degree are referred to the general requirements of the Graduate College and the College of Engineering. Each student is assigned an advisory committee who will determine the specific requirements within the guidelines set by these colleges.

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### School of Industrial Engineering

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Mary C. Court, Graduate Liaison
124 Carson Engineering Center
Norman, OK 73019-1022
Phone: (405) 325-3721
FAX: (405) 325-7555
Internet: http://ie.ou.edu

### Faculty Roster

Professors Grant, Kumin, Landers, S. Pulat, Raman, Schlegel, Trafalis; Associate Professors Court, Moses, Shehab; Assistant Professors Guan, Karabuk, Ling, Starly; Adjunct Professors Hartmann, M. Pulat, Rogers, Swim, Wollinbarger; Professors Emeritus Foote, Purswell.

### Degrees Offered

- Bachelor of Science in Industrial Engineering
- Bachelor of Science in Industrial Engineering: Information Technology Option
- Bachelor of Science in Industrial Engineering: Pre-Medicine Option
- Accelerated Bachelor of Science in Industrial Engineering/Master of Science (Industrial Engineering)
- Accelerated Bachelor of Science in Industrial Engineering: Information Technology/Master of Science (Industrial Engineering)
- Accelerated Bachelor of Science in Industrial Engineering/Master of Business Administration
- Master of Science
- Doctor of Philosophy

### General Information

Industrial engineers (IEs) design, analyze, and improve systems and processes for all types of businesses. They work to integrate systems involving people, materials, facilities, finances, equipment, and energy to achieve the best possible results for the benefit of human kind. The ability to improve systems provides a broad range of applications ranging from applying lean concepts to manufacturing to minimizing waiting time at amusement parks. The ability to see the big picture, identify and solve problems, and facilitate change to improve systems helps IE’s move up faster in the corporate ladder than any other engineering discipline.

Faculty members in the School in Industrial Engineering are internationally recognized as experts in their field(s) and active in state of the art research and professional practice. The student body is diverse and active in the several professional organizations in the College of Engineering.

The School offers a several undergraduate curriculum options recognizing the broad nature of the industrial engineering profession. The regular IE option prepares students for traditional industrial engineering jobs by providing them a strong core curriculum. The information technology option allows students to take several computer science courses in addition to the IE core and prepares them for jobs where the use of information technology is critical to company operations. The pre-medicine option prepares students for jobs in the health care industry by providing them core IE skills to define, analyze, and improve patient care practices. The students also complete the required coursework for pre-medicine.

The School has also implemented several programs of graduate study. Through collaboration with the Michael E. Price College of Business, we offer an accelerated track for Bachelor of Science in IE and Masters of Business Administration degrees. The students completing this degree...
option receive the two degrees simultaneously and possess both technical and business skills. The school also offers two tracks for the Master of Science degree (Engineering Management and thesis) and has a Doctor of Philosophy degree program. Our graduate program has been nationally ranked in the top 30 by U.S. News and World Report in 2004 and 2005.

Special Facilities and Programs

The School of Industrial Engineering faculty serve in leadership positions in several school, college and university-affiliated research centers, including the Center for the Study for Wireless Electromagnetic Compatibility (EMC), the Center for Engineering Logistics and Distribution, the Center for the Study of Human Operator Performance, the Human Technology Interaction Center, and the Oklahoma Transportation Center.

CENTER FOR ENGINEERING LOGISTICS AND DISTRIBUTION (CELDi)

CELDi is a multi-university, multi-disciplinary National Science Foundation sponsored Industry/University Cooperative Research Center (I/UCRC). Research endeavors are driven and sponsored by representatives from a broad range of member organizations, including manufacturing, maintenance, distribution, transportation, information technology, and consulting. CELDi provides integrated solutions to logistics problems through research related to modeling, analysis and intelligent-systems technologies.

CENTER FOR THE STUDY OF HUMAN OPERATOR PERFORMANCE (C-SHOP)

C-SHOP is a multi-disciplinary research center at the University of Oklahoma that focuses on the development and application of computer-based tests for assessing human performance across a broad range of military, industrial, educational, and medical applications. C-SHOP is one of the nation’s premier sites for developing advanced computerized testing technology and for conducting research exploring the limits of human cognitive and neuropsychological function.

HUMAN-TECHNOLOGY INTERACTION CENTER (HTIC)

HTIC’s objective is to provide a mechanism for encouraging and supporting research at the leading edge of inquiry on the interaction of people with modern technologies. The center facilitates and advances basic research, applied research, training and development efforts. Researchers affiliated with HTIC represent a wide range of academic fields: cognitive psychology, information science, social psychology, and statistics.

OKLAHOMA TRANSPORTATION CENTER (OTC)

The OTC is a multidisciplinary coalition of the Oklahoma State University, the University of Oklahoma and Langston University to serve as a resource for solving critical transportation problems in the state and in the nation in a cooperative manner. The OTC has over 30 founding partners including the Oklahoma Department of Transportation, Oklahoma Transportation Authority, and companies and associations representing all transportation modes. Since its inception, the OTC faculty and students have worked collaboratively on different projects covering a broad spectrum of topics, including improving work zone safety through remote monitoring, modeling statewide freight movement, developing a computerized accident analysis system, analyzing impacts of highway construction, and implementing emerging technologies for structural health monitoring and material testing.

THE WIRELESS EMC CENTER

The Wireless EMC Center is the only such research center in the United States, studying interference issues between wireless communication and other electronic devices. The EMC Center performed the premier study on the interaction between implantable pacemakers and wireless phones. The Center is a leading organization in the total systems approach to integrating electrical engineering technology and industrial engineering systems study and optimization to yield solutions for interaction problems. Funding comes from a consortium of industries and the National Science Foundation. Graduate research assistantships are available for interested students.

TEACHING AND RESEARCH LABORATORIES

In addition to the active research centers, the School houses several laboratories for teaching and research in advanced systems modeling, data mining, ergonomics, manufacturing, optimization, quality engineering, and simulation. Undergraduate research assistants work in these labs on externally funded research projects.

Cognitive Assessment and System Engineering (CASE) Lab, CEC 29

The Cognitive Assessment and System Engineering (CASE) Lab conducts research on the design and assessment of interfaces, information technology products, and complex human-machine systems based on human information processing capabilities and limitations. On-going research projects include information complexity analysis of Air Traffic Control (ATC) displays, usability evaluation of mobile device displays, and E-Commerce websites studies. This lab also serves as a teaching lab and a data collection facility for human performance data.

Environmental Work Physiology Lab, CEC 42

This lab houses the environmental chamber that provides control of the physical thermal environment (temperature and humidity). This chamber is used to simulate a variety of working conditions for various course lab exercises and research experiments. This lab also contains equipment for the measurement of physiological variables (heart rate, blood pressure, body temperature), environmental variables (sound, vibration, light, temperature, and humidity), metabolic workloads (programmable treadmill and a programmable cycle ergometer), and psychomotor performance (reaction time, manual dexterity, eye-hand coordination, and tracking).

Human Technology Integration Lab, CEC 217

One of the industrial engineering rooms was recently renovated to house primarily networked computers and workstations to do research and applications in electronic learning. In an expanded scope, the lab is also being used to promote collaborative interdisciplinary research into understanding the role that technology plays in modern society. Web-based learning tools (electronic books, brochures, etc.) development is another area that is enjoying significant funding support, while utilizing equipment in this lab.

Laboratory for Engineering Living Tissue Systems, CEC 34

This lab supports activities in the design, analysis and fabrication of three dimensional (3D) tissue constructs for applications in tissue engineering, regenerative medicine, and drug screening studies. This research lab features advanced CAD/CAE software, in-house developed algorithms, fiber optic biosensors, hybrid bio-manufacturing equipment (UV Photopolymerization, Droplet Deposition, Electro-Spinning) in an attempt to create better and efficient designs of tissue scaffolds/constructs.

Logistics and Computational Optimization Lab, CEC 23D

The lab supports broad interests in applying operations research methods to transportation and logistics, production planning, telecommunication network pricing as well as medicine and health care. The lab also supports the development of decision support systems. Currently research focuses on specific logistics problems such as inventory control under data inaccuracy and secure container flow efficiency analysis. Printers, software and computers are available in the lab.

Machining and Precision Lab I, CEC 515

Manufacturing process equipment housed in this lab, for teaching and research purposes, include a research engine lathe for friction and wear studies, a 3-axis CNC milling machine, a CNC 3-axis miniature milling machine, three coordinate measurement machines (one CNC and two manual), an optical projector, a micro-computer based data acquisition system (including piezoelectric tool force dynamometer with amplifiers), a high-resolution data acquisition system with card/box for isothermal compensation (cold junction), amplification, linearization, calibration, and A/D conversion, and acoustic emission measurement equipment.
Motion Analysis Lab, CEC 27
Used both for undergraduate and graduate teaching and research, this lab houses a video-based motion analysis system, consisting of video equipment and computer hardware and software to support data collection and analysis. This lab adjoins the Physical Performance Lab through a set of double doors to provide additional space to accommodate the requirements of videotaping human motion.

Physical Performance Lab, CEC 26
The lab is used for undergraduate and graduate teaching and research. It supports anthropometric and human strength measurement as related to industrial ergonomics and product design. Equipment includes a computer-based system for collecting various strength measurement data, as well as the necessary hardware (e.g., strain gauges, analog-to-digital converters, and posture support mechanisms) to aid such data collection; apparatus to enable manual-material handling studies; an electromyograph and a complete anthropometric measurement set. A computer equipped with the Statistical Analysis System (SAS) is also available for students to use in data analysis.

Precision Engineering Lab II, CEC 33
Used both for undergraduate and graduate teaching and research in manufacturing engineering, the equipment in this lab includes a complete machine vision system (with analog framegrabber, processing monitors, a Pentium-based PC workstation, and vision software), optical measurement accessories (lenses, linear and circular stages, laser light source), tool-maker’s microscope, a contact surface roughness profilometer, ultrasonic pulser/receiver, oscilloscope, an industrial SCARA robot, and a precision lathe modified for specimen rotation in roughness measurement experiments. Several Pentium-based computers are also available. Software available includes MasterCAM, CAM software.

Production Logistics Lab, CEC 215D
The Production Logistics Laboratory serves as the primary venue for computational research activities in the areas of production systems and logistics. The lab is equipped with several high-end dual-boot Linux/Windows machines that are loaded with research tools for software development and modeling (Java JDK, Eclipse, Matlab, CPLEX, Awesim, and Arena). Laboratory facilities also are used for undergraduate and graduate level course projects. Students completing course projects have access to supply chain management software marketed by i2 Technologies valued at more than $500,000.

Simulation Analysis and Stochastic Systems in IE (SASSIE) Lab, CEC 23B
Simulation software (e.g., ARENA) is used in the simulation lab to analyze systems in order to characterize and predict their behavior. One completed study targeted the development of evacuation models for aircraft. A current research project focuses on simulating large population movement during emergency evacuations.

Team Environment for Automated/Multimedia (TEAM) Design Lab, CEC 523
This lab is currently used primarily by students completing the capstone Senior Design course, although the long-term plan is to allow students to utilize the lab for any of the courses involved in the coordinated design sequence. The lab currently features four Gateway workstations equipped with AutoCAD, an HP 600 plotter, an HP LaserJet printer, and a blueprint machine. Modular furniture (chairs, computer benches, drawing lay-out tables), flat files, and hanging files give the lab the appearance of a real-world engineering office.

Instructional Computation Lab, CEC 215F
This lab contains several PCs, printer, and software for IE students. The lab is mostly used by seniors and graduate students.

Undergraduate Study
The School's undergraduate curriculum is designed to achieve the following educational objectives:
1. Graduates are prepared for the contemporary practice of general engineering with a broad knowledge of principles of mathematics, science, and engineering.
2. Graduates are prepared for the contemporary professional practice of industrial engineering with a broad knowledge of the analytical, computational, and experimental principles, methods and tools.
3. Graduates are prepared for enterprise level system improvements with the knowledge and skills needed to design, analyze, and improve integrated systems of people, technologies, material, information, equipment and energy.
4. Graduates are prepared to contribute to organizational success with the knowledge and skills needed for team-based problem solving, communication, professionalism, and ethical practice.
5. Graduates are prepared to be practicing engineers with the knowledge and skills needed to appreciate the global scope and contemporary issues associated with engineering practice.

The science base for industrial engineering includes mathematics and physical science. Industrial engineering is unique among engineering disciplines in that it also applies the life sciences and social sciences. This emphasis on the human element leads to systems designs that enhance the quality of life for all people, both as producers and consumers of products and services. Many industrial engineers have demonstrated the leadership qualities necessary to advance in management.

As businesses of all types strive for improvement in quality and productivity, they increasingly turn to industrial engineers. Although many IEs work in manufacturing, others work in service industries, wholesaling, retailing, research, law, government, and healthcare. Examples of industrial engineering activities include designing the crew areas and controls for the international space station, integrating computer voice systems for order-pickers in a warehouse, laying out the assembly line in an automobile factory, scheduling hospital nurses or airline pilots, routing package delivery trucks, integrating systems for satellite tracking of shipments, locating ambulance and fire stations, improving the usability of a cellular phone, developing wage and salary plans, designing capacity and waiting lines for rides at an amusement park, and determining the number and type of machines for a manufacturing plant.

The undergraduate curriculum includes humanities, engineering sciences, and industrial engineering courses. The IE plan of study includes tool-oriented courses such as design and manufacturing processes, experimental design, optimization modeling, and human factors. A sequence of courses is problem-oriented and provides the student with perspective and experience in systems integration. These courses also provide opportunities to work on project teams in laboratory research and in actual industrial settings. Included in this group of courses are facilities planning and design, production planning and control, research techniques of ergonomics, and senior design project. The IE curriculum also prepares the graduate to pursue registration as a Professional Engineer. The learning experience is broad, preparing the graduate for a professional career or to continue toward a master's degree in Industrial Engineering. Alternatively, the graduate may pursue other professions through MBA, medical, or law school.

Curriculum in Industrial Engineering

BACHELOR OF SCIENCE IN INDUSTRIAL ENGINEERING

(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

This program requires a minimum of 124 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrin dex.htm.
LOWER DIVISION REQUIREMENTS
The lower-division (1000- and 2000-level courses) requirements of 70 hours are to be met as follows:
1. Communication: 6 hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: 6 hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 25 hours. CHEM 1315; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.
6. Engineering, Civil Engineering and Computer Science: 14 hours. ENGR 1410, 1420, 2003, 2431, 2461; CEES 2113, 2153; C S 1323.
7. Industrial Engineering courses: 7 hours. IE 2303, 2311, 2823.

*A three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

UPPER DIVISION REQUIREMENTS
The upper division (3000- and 4000-level courses) requirements of 54 hours are to be met as follows:
1. Core Engineering: 1 hour. ENGR 3441.
2. Math: 3 hours. MATH elective. To be chosen from an approved list.
3. Industrial Engineering courses: 41 hours. IE 3293, 3304, 4223, 4333, 4363, 4393, 4553, 4563, 4623, 4633, 4663, 4824, 4853.
4. Industrial Engineering electives: 6 hours. To be chosen from an approved list of IE electives available in the IE office, 116 Carson Engineering Center.
5. Industrial Engineering Technical elective: 3 hours. To be chosen from an approved list of IE technical electives available in the IE office, 116 Carson Engineering Center.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

INFORMATION TECHNOLOGY OPTION
(Accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone (410) 347-7700.)

This program requires a minimum of 131 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). Students must meet the same curricular and 2.80 grade point average requirements as computer science students prior to taking upper-division computer science courses. For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

Lower Division Requirements
The lower-division (1000- and 2000-level courses) requirements of 83 hours are to be met as follows:
1. Communication: 9 hours. ENGL 1113, ENGL 1213 or EXPO 1213, approved elective chosen from 2000- or 3000-level English literature or writing course.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: 6 hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 35 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443, 2461; CEES 2113, 2153; C S 1323.
6. Industrial Engineering courses: 7 hours. IE 2303, 2311, 2823.

*A three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

UPPER DIVISION REQUIREMENTS
The upper division (3000- and 4000-level courses) requirements of 51 hours are to be met as follows:
1. Core Engineering: 1 hour. ENGR 3441.
2. Industrial Engineering: 41 hours. IE 3293, 3304, 4223, 4333, 4363, 4393, 4553, 4563, 4623, 4633, 4663, 4824, 4853.
3. Computer Science electives: 9 hours. To be chosen from the list available in the IE office, 116 Carson Engineering Center.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

PRE-MEDICINE OPTION
This program requires a minimum of 136 credit hours with a minimum grade point average of 2.0 (combined and at OU, in the major, curriculum and overall). For detailed semester by semester curriculum requirements, please consult: http://checksheets.ou.edu/engrindx.htm.

Lower Division Requirements
The lower-division (1000- and 2000-level courses) requirements of 83 hours are to be met as follows:
1. Communication: 9 hours. ENGL 1113, ENGL 1213 or EXPO 1213, approved elective chosen from 2000- or 3000-level English literature or writing course.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)
3. Social Science: 6 hours. P SC 1113; three hours of General Education Social Science electives.*
4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*
5. Science and Math: 35 hours. CHEM 1315, 1415; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524; ZOO 1114, 1121.
6. Engineering, Civil Engineering and Computer Science: 14 hours. ENGR 1410, 1420, 2003, 2431, 2461; CEES 2113, 2153; C S 1323.
7. Industrial Engineering courses: 7 hours. IE 2303, 2311, 2823.

*A three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

Upper Division Requirements
The upper division (3000- and 4000-level courses) requirements of 51 hours are to be met as follows:
1. Communication: 1 hour. ENGR 3441.
2. Science: 11 hours. CHEM 3053, 3152, 3153; Zoology elective, to be chosen from ZOO 2204, 3113, 3203, 3333 or 4244.
3. Industrial Engineering courses: 41 hours. IE 3293, 3304, 4223, 4333, 4363, 4393, 4553, 4563, 4623, 4633, 4663, 4824, 4853.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

ACCELERATED B.S. IN INDUSTRIAL ENGINEERING/MASTER OF BUSINESS ADMINISTRATION
This program requires 156 credit hours with a minimum grade point average of 3.0 (combined and at OU, in the major, curriculum and overall). The students must take GMAT during their junior year and be admitted to the MBA program. For detailed semester curriculum requirements, contact the School of Industrial Engineering.

Lower Division Requirements
The lower-division (1000- and 2000-level courses) requirements of 70 hours are to be met as follows:
1. Communication: 6 hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)

3. Social Sciences: 6 hours. P SC 1113; three hours of General Education Social Science electives.*

4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*

5. Science and Math: 25 hours. CHEM 1315; MATH 1823, 2423, 2433, 2443; PHYS 2514, 2524.

6. Engineering, Civil Engineering and Computer Science: 14 hours. ENGR 1410, 1420, 2003, 2431, 2461; CEES 2113, 2153; C S 1323.

7. Industrial Engineering: 7 hours. IE 2303, 2311, 2823.

* Three of the 12 General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be at the upper-division level (3000-4000).

Upper Division and Graduate Level Requirements

The upper division and Graduate Level (3000-, 4000- and 5000-level courses) requirements of 72 hours are to be met as follows:

1. Core Engineering: 1 hour. ENGR 3441.

2. Math and Science: 3 hours. MATH elective. To be chosen from approved list of Math electives.

3. Industrial Engineering courses: 47 hours. IE 1393, 1304, 1223, 1333, 1433, 4533, 4563, 5363, 4623, 4633, 4663, 4824, 5853, 5980 (six hours).

4. Industrial Engineering electives: 6 hours. To be chosen from approved list of IE electives that carry graduate credit, available in the IE office, 116 Carson Engineering Center.

5. Industrial Engineering Technical elective: 3 hours. To be chosen from list of approved technical electives available in the IE office, 116 Carson Engineering Center.

6. Additional Graduate Level electives: 12 hours. Graduate-level electives approved by Thesis Committee.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).

ACCELERATED B.S. IN INDUSTRIAL ENGINEERING: INFORMATION TECHNOLOGY/MASTER OF SCIENCE

This program requires a minimum of 155 credit hours with a minimum grade point average of 3.00 (combined and at OU, in the major, curriculum and overall) in the undergraduate program and a minimum of 3.25 in the graduate program. Students must meet the same curricular and 2.80 grade point average requirements as computer science students prior to taking upper-division computer science courses. For detailed semester by semester curriculum requirements, please consult:


Lower Division Requirements

The lower-division (1000- and 2000-level courses) requirements of 80 hours are to be met as follows:

1. Communication: 6 hours. ENGL 1113 and ENGL 1213 or EXPO 1213.

2. Foreign Language: 0-10 hours. Two years in high school or two consecutive semesters (6-10 hours) of foreign language. (College level foreign language does not count toward the curricular hours required for the engineering degree.)

3. Social Sciences: 6 hours. P SC 1113; three hours of General Education Social Science electives.*

4. Humanities: 12 hours. HIST 1483 or 1493; one course each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture; and Non-Western Culture.*

5. Science and Math: 28 hours. Chemistry 1315; MATH 1823, 2423, 2433, 2443, 2513; PHYS 2514, 2524.

6. Engineering, Civil Engineering and Computer Science: 21 hours. ENGR 1410, 1420, 2003, 2431, 2461; CEES 2113, 2153; CS 1323, 2334, 2413.

7. Industrial Engineering: 7 hours. IE 2303, 2311, 2823.

Upper Division Requirements

The upper division and graduate level (3000-, 4000- and 5000-level courses) requirements of 75 hours are to be met as follows:

1. Core Engineering: 1 hour. ENGR 3441.

2. Math and Science: 3 hours. MATH elective. To be chosen from approved list of Math electives.

3. Industrial Engineering courses: 47 hours. IE 1393, 1304, 1223, 1333, 1433, 4533, 4563, 5363, 4623, 4633, 4663, 4824, 5853, 5980 (six hours).

4. Industrial Engineering electives: 6 hours. To be chosen from approved list of IE electives that carry graduate credit, available in the IE office, 116 Carson Engineering Center.

5. Industrial Engineering Technical elective: 3 hours. To be chosen from list of approved technical electives available in the IE office, 116 Carson Engineering Center.

6. Additional Graduate Level electives: 12 hours. Graduate-level electives approved by Thesis Committee.

All College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Also, students must make a C in each prerequisite course before progressing to the next course(s).
Graduate Study

Areas of Specialization

- **Human Factors/Ergonomics Engineering**: biomechanics, usability, human computer interaction, information systems design (displays, process control and computer systems), product design (safety, function, warnings and instructions), and work place design (safety, health, and productivity).
- **Operations Research**: mathematical optimization, networks, applied OR, systems simulation, stochastic processes, computer systems, OR in public sectors (energy, health, environment, and government), multiple-criteria decision making, combinatorial optimization.
- **Production Systems**: production planning, scheduling, and control, order promising, supply chain design, and enterprise application integration, transportation, logistics.
- **Manufacturing Systems**: manufacturing processes, computer integrated manufacturing, bioengineering, biometry.

Prerequisites for Full Graduate Standing

Students with undergraduate degrees in engineering, the physical sciences, mathematics, computer science, statistics, industrial management or psychology are eligible to apply for admission. Graduates of accredited curricula in industrial engineering are usually accepted for advanced study without prerequisite coursework. Graduates of curricula in other fields may be required to take undergraduate courses in industrial engineering and related areas to remove deficiencies in their background. An official GRE Score must be submitted to the School.

Master of Science (Thesis Option)

Master of Science degree requires at least 30 credit hours, including six credit hours for the thesis. For the remaining 24 hours, a student must select at least 15 hours of industrial engineering courses, including at least one advanced course from three of the following areas: human factors engineering, production and manufacturing systems, operations research and statistical analysis. The thesis is to be defended in a final oral examination. Up to nine hours of non-industrial engineering electives, which must be approved by the graduate committee, and which are not required for the industrial engineering undergraduate degree, may be used for the degree. No 3000-level courses and no more than six hours of 4000-level courses with graduate credit can be counted toward the Master of Science degree.

Master of Science (Engineering Management Non-Thesis Option)

The Engineering Management program permits greater course diversity in enabling students to learn advanced industrial engineering techniques. This option is restricted to students who (I) have an undergraduate degree in engineering, and (ii) have several years of engineering experience. A student must take a minimum of 36 hours of coursework, of which 18 hours must be graduate level coursework in Industrial Engineering. Twelve hours of engineering management core including two courses from: IE 5713, IE 5743, or IE 5673; Accounting 5013, and Finance 5043. At least two courses from two of the four groups of specialty area courses in industrial engineering must be taken as electives. The students are also required to take six hours of information technology elective, three hours of organizational systems elective and three hours of graduate elective from an approved list of electives in order to complete the coursework requirements. A final comprehensive examination must be passed for graduation.

Doctor of Philosophy

A qualifying examination will be given to the student in the first year after the student has completed the master’s degree. After the student successfully completes the qualifying examination, an advisory conference will be held prior to enrollment for the following semester. The purpose of this conference is to establish the candidate’s formal plan of study. At least 18 credit hours of coursework must be taken at OU, with at least 12 of these credit hours being in 5000-level or above industrial engineering courses. No more than 42 credit hours of doctoral dissertation (6980) are allowed. The doctoral student’s plan of study should include at least one graduate-level course from two of the four following areas: human factors/ergonomics, operations research, production and manufacturing, and statistical analysis. Following the completion of coursework, the student must successfully pass a comprehensive general examination. Successful completion of the general examination will admit the student to the full doctoral candidacy. More detailed information on the doctoral program may be obtained by writing to the director of the School.
Weitzenhoffer Family College of Fine Arts

122 Fred Jones Art Center
Norman, OK 73019-3021

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Internet: http://www.ou.edu/finearts/

Table of Contents
Administrative Officers........................................240
General Information...........................................240
History/Mission..................................................240
Undergraduate Study ...........................................241
Graduation ......................................................243
Graduate Study ..................................................244
School of Art .....................................................245
Degrees Offered ..................................................245
General Information ...........................................245
Scholarships and Financial Aid ..............................246
Undergraduate Study ..........................................246
Graduate Study ..................................................246
School of Dance ..................................................247
Degrees Offered ..................................................247
General Information ...........................................247
Scholarship Information ......................................247
Undergraduate Study ..........................................247
Graduate Study ..................................................248
School of Drama ..................................................248
Degrees Offered ..................................................248
General Information ...........................................248
Scholarship Information ......................................249
Undergraduate Study ..........................................249
Graduate Study ..................................................249
School of Music ..................................................250
Degrees Offered ..................................................250
General Information ...........................................250
Scholarships, Awards and Financial Aid ..................251
Undergraduate Study ..........................................252
Graduate Study ..................................................253
Master’s Degrees ...............................................253
Doctoral Degrees ...............................................256
A. Max Weitzenhoffer Department of Musical Theatre 262
Degree Offered ..................................................262
General Information ...........................................262
Scholarship Information ......................................263
Undergraduate Study ..........................................263

Administrative Officers
Eugene Enrico, Ph.D., Dean and Reaugh Professor of Music
Rozmeri Basic, Ph.D., Associate Dean and Associate Professor of Art History
Mary Jo Watson, Ph.D., Director, School of Art
Mary Margaret Holt, M.F.A., Director, School of Dance
Tom Huston Orr, M.F.A., Director, School of Drama
Steven C. Curtis, Ph.D., Director, School of Music
Richard C. Taylor, Gregory D. Kunesh Department Chair, A. Max Weitzenhoffer Department of Musical Theatre

General Information

The College of Fine Arts includes the Schools of Art, Dance, Drama, Music, and the A. Max Weitzenhoffer Department of Musical Theatre. Each unit offers degree programs at the undergraduate level. In addition, the schools of Art, Dance, Drama and Music offer graduate degree programs.

History/Mission

The Weitzenhoffer Family College of Fine Arts, originally organized as the School of Fine Arts in 1902, was the fourth college to be founded at The University of Oklahoma. Today, the college includes the Schools of Art, Dance, Drama and Music, and the A. Max Weitzenhoffer Department of Musical Theatre, and is the largest and most comprehensive fine arts program in the state of Oklahoma. The program has an annual enrollment in excess of 1,000 fine arts majors and a full-time faculty of more than 100 nationally and internationally recognized educators, artists, performers, scholars, and technicians. More than 400 performances and exhibitions are presented within the college each year.

The Weitzenhoffer Family College of Fine Arts, as part of the University of Oklahoma, recognizes the universal language of the arts and the integral role of the arts in the improvement of the human condition within a culturally diverse environment. The college is committed to excellence and promotion of the arts within the state of Oklahoma and the nation and is dedicated to high professional standards in arts performance, education, technology, scholarship, research, and creative activity.

Scholarship Information

Students who are majors in the Weitzenhoffer Family College of Fine Arts are encouraged to apply for scholarship support directly to the School of Art, School of Dance, School of Drama, School of Music, and the A. Max Weitzenhoffer Department of Musical Theatre. The individual Schools and...
department within the Weitzenhoffer Family College of Fine Arts award scholarships based on specific criteria regarding a student’s major, talent, merit or need. Awards may vary from a few hundred dollars to more than a thousand dollars. On occasion, the Dean’s office grants minimal scholarships to students who have exhausted all other financial resources. Scholarships granted by the dean are based on merit, special financial need, and unusual circumstances. Application deadline for the above scholarships is March 1st for the following academic year. Please contact the Dean’s office for applications.

Special Facilities

Facilities at the School of Art include classrooms and studios for foundations, painting, drawing, printmaking, sculpture and ceramics, as well as darkrooms, film and video editing rooms, and computer laboratories. Media and library resources include a slide/media library containing over 150,000 slides; University of Oklahoma Bizzell Library, is the largest research library in the state of Oklahoma containing almost 4 million volumes; and the Fine Arts Library houses books and periodicals on art, art history and design as well as on music, dance and musical theatre. The Charles M. Russell Center for the Study of the American West provides an extensive library on western art and a unique opportunity to study with authorities in the field. The school’s Lightwell Gallery displays works by students and visiting artists.

The Fred Jones Jr. Museum of Art, adjacent to the School of Art, is one of the finest university art museums in America. The museum sponsors speakers and numerous exhibitions, including the annual School of Art Students’ Exhibition. A new $14 million, 34,000-square-foot addition located to the west of the Museum’s existing 27,000-square-foot building opened in the spring of 2005. Named in honor of Mary and Howard Lester of San Francisco, the wing permanently houses the “Weitzenhoffer Collection of French Impressionism.” The wing also includes galleries for other selections from the Museum’s permanent collection, an auditorium, an orientation room, a classroom, a museum store, and a new main entrance.

The crown jewel of the new $18 million Donald W. Reynolds Performing Arts Center is the renovation and expansion of Holmberg Hall. The 700-seat performance hall features a domed ceiling, modern acoustical features and a stage tower. An 18,000-square-foot addition to the west side of Holmberg Hall for the School of Dance was also completed in spring 2005.

The Fine Arts Center provides the perfect setting for collaborative efforts in production and theatrical training. In addition to the 600-seat Rupel Jones Theatre and the 200-seat Weitzenhoffer Theatre, the center contains three fully equipped dance studios and one practice studio. Classrooms, make-up room, scene and costume shops, and dressing rooms used by drama, dance, and musical theatre comprise a facility in which our students can work and learn to their fullest potential.

The School of Music is housed in three buildings: Stanley B. Catlett, Sr. Music Center, Holmberg Hall, and Carpenter Hall. Completed in 1998, the 25 million dollar Center contains administrative offices, faculty offices and studios, rehearsal suites, classrooms, MDI labs, the Grant Fine Arts Library, a recording studio, and three performance halls, including the Paul F. Sharp Concert Hall, Morris R. Pitman Recital Hall, and Grayce B. Kerr Gothic Hall (for organ performance). Holmberg Hall houses faculty offices and the Auditorium, a theatrical stage used by the OU Opera Theater for its productions. Studios for the voice, piano, and musical theatre faculty members are currently located in Carpenter Hall.

Undergraduate Study

STUDENT RESPONSIBILITIES

College and faculty advisers are available to assist students in planning their programs of study; however, it is the responsibility of the individual student to make informed decisions to ensure academic success and timely graduation. Therefore, it is critical that students know and understand the following:

• His/her academic standing based on the retention standards of the Weitzenhoffer Family College of Fine Arts;
• The degree requirements as published by the Office of Academic Publications (http://checksheets.ou.edu/finenidx.htm);
• Academic deadlines, as listed on the university academic calendar;
• All rules and regulations which govern enrollment and graduation;
• University policies and procedures;
• When and where to go for assistance and to make use of the many resources provided by the University.

Admission and Retention

FRESHMEN

The freshman year at the University of Oklahoma is spent in University College, which is not a degree-recommending college. Students must be formally accepted into a degree program before they may declare a fine arts major. Refer to audition and/or portfolio information below. Transfer to the Weitzenhoffer Family College of Fine Arts from University College is automatic once the following conditions have been met:

• a declared Fine Arts major;
• 24 combined retention hours earned (excluding any remedial credit hours), and
• a combined retention GPA of 2.50.

AUDITION AND PORTFOLIO

All dance, drama, music and musical theatre majors must audition and be officially accepted into a degree program before being allowed to enroll for classes. Art majors are required to submit a portfolio to the School of Art. Drama majors who have taken previous acting classes at another institution and who wish to be placed in an acting class beyond the freshman level, must audition for placement.

READMISSION POLICY

A fine arts major who has not been enrolled in the college for two consecutive semesters (excluding summer) or more, must reapply to the school/department of his/her major for readmission. This reapplication must include an audition or portfolio/scholarly materials review and submission of support materials as applicable. The student must check with the appropriate school/department for additional information and requirements pertinent to the readmission process.

RETENTION

Students are admissible to the Weitzenhoffer Family College of Fine Arts in good standing once they have completed 24 hours (excluding any remedial credit hours), have a minimum 2.50 GPA (includes both OU retention and combined retention), and have declared a fine arts major. Students must earn a grade of C or better in each course in the school or department of his/her major.

ACADEMIC PERFORMANCE/PROBATION

Students who do not meet the minimum GPA (OU retention and combined retention) required by the college will be placed on an individualized Academic Performance/Probation Contract. Students who do not fulfill the requirements of their Academic Performance/Probation Contract within the allotted time, will be dismissed from the Weitzenhoffer Family College of Fine Arts.

Probationary students will be restricted to a maximum of 12 hours per semester. Exceptions will be made only at the discretion of the Dean.

DISMISSAL

Students who have been dismissed from the Weitzenhoffer Family College of Fine Arts will have an enrollment stop placed on their records by the college and are not allowed to enroll in fine arts courses designed and/or designated for majors only. Any advance enrollment will be cancelled. To continue at the University of Oklahoma, the student will need to make an appointment with the Center for Student Advancement. Students who have been dismissed from the college twice are unlikely to be readmitted to the college.
REVIEW PROCESS IF INELIGIBLE FOR ADMISSION OR RETENTION

The review process is: (a) written petition to the dean; (b) letters of support from the director/faculty of the school or department; and (c) dean accepts or rejects petition. There is no further appeal except to the Provost.

Transfer Students

Transfer students admitted to the Weitzenhoffer Family College of Fine Arts may pick up a copy of their Transfer Credit Evaluation Document from the Dean’s office. Faculty advisers shall be responsible for informing students how transfer credits within their major will apply toward a baccalaureate degree from the college. A Course Substitution Form must be completed by the student’s faculty adviser for all fine arts specific transfer courses. The academic counselor in the Dean’s office shall be responsible for informing students of transferability of General Education core requirements. The University’s General Education Transfer Course Evaluation Form will be completed by the academic counselor in the dean’s office for unevaluated transfer courses as appropriate.

- In the event that a lower-division transfer course is used as a substitution for an upper-division requirement at the University, a student may be required to complete additional upper-division hours for graduation.
- A minimum of 60 semester hours must be earned at a 4-year college for a baccalaureate degree.

For further regulations regarding transfer students, refer to the opening pages of this catalog.

Enrollment and Grade Information

CREDIT HOUR LOAD

Students may enroll in a maximum of 19 hours of work in one semester. The minimum requirement for full-time status is 12 hours. To enroll in more than 19 hours, permission must be obtained from the Dean’s office. Students must have a minimum GPA of 3.0 in order to receive overload permission.

ADVISEMENT

Students registered in the Weitzenhoffer Family College of Fine Arts must be advised by a faculty adviser in the major school or department prior to each enrollment. An Academic Advisement Form is completed and signed by the adviser during the conference. This completed form is turned in to the Dean’s office who then lifts the students advisor flag in the online registration system. The student’s faculty adviser or the student’s school/department is responsible for inputting ESPs (electronic special permissions) into the online system to enable the student to enroll in courses requiring special permission. Once the advising flag has been lifted and all enrollment stops have been cleared, the student may finalize their enrollment schedule in the online system. Instructions for the online enrollment system [https://enroll.ou.edu] may be obtained from the Dean’s office or the Office of Enrollment Services in 230 Buchanan Hall.

MATH POLICY

The Weitzenhoffer Family College of Fine Arts requires that all declared fine arts students complete their college level math course within the first four semesters of enrollment at OU. Transfer students or newly declared fine arts majors who have not completed their college level math requirement will have two semesters in which to complete the requirement. Students who fail to meet this requirement will be restricted from upper-division fine arts courses except by permission of their Director and the Dean.

CHANGE OF MAJOR

Students wishing to change majors must do so in the Weitzenhoffer Family College of Fine Arts Dean’s Office by completion of the Change of Major request form. Prior to completing a change of major request in the Dean’s office, the student must meet the admissions criteria as outlined in the following pages.

GRADE INFORMATION

A student must have a grade of C or higher in each course in his/her major. Each hour of A, B, C and D carries a grade point value as follows: A = 4, B = 3, C = 2, and D = 1. Grades of I, F and U as well as grades P and S carry no grade point value. They are not figured in the computation of a student’s grade point average except for grades of F.

Fine Arts students are required to make a C or better in all courses taken within their respective schools or department. When a course is used to fulfill a general education or free elective has been repeated and the second grade was lower than the first, the higher grade will be used toward fulfilling graduation requirements. For additional information on the impact of repeat coursework on the student’s GPA, the student should consult with the academic counselor in the Dean’s office.

DEAN’S HONOR ROLL

The Weitzenhoffer Family College of Fine Arts Honor Roll is compiled at the close of each fall and spring semester. It includes students who have completed at least 12 grade point hours and have earned an average of 3.50 or higher for the semester.

PASS/NO PASS OPTION

Students in the Weitzenhoffer Family College of Fine Arts may present, for graduation, a maximum of 16 elective hours completed under the pass/no pass option. Courses completed under the pass/no pass option may not be used to fulfill the University-Wide General Education requirements, major requirements, or major support requirements.

ADVANCED STANDING

Students who feel they have a sufficient knowledge of the subject matter of a course offered by the University may take an advanced standing examination for undergraduate credit in the course. Please reference the Admissions section of this catalog for further information on the regulations governing advanced standing credit.

The amount of advanced standing credit by examination which may be awarded shall not exceed 21 hours of lower division credit and 10 hours of upper division credit toward the minimum semester credit hours required for graduation. Students who have received a grade other than a W in any course, may not subsequently take the same course by advanced standing.

CORRESPONDENCE

University of Oklahoma regulations pertaining to the acceptance of correspondence from other institutions must be met before such work may be applied toward the degree. The candidate for a degree must meet the college residence requirement. Regulations and specific criteria pertaining to students in the Weitzenhoffer Family College of Fine Arts are as follows:

- Students may enroll in correspondence courses any time by contacting the Independent Study Department.
- A student may enroll in a maximum of six hours of correspondence at one time.
- Students are concurrently enrolled in correspondence and in residence credit, the total number of hours for one semester may not exceed the recommended maximum shown under Credit Hour Load.
- A student must be in good academic standing in order to receive permission to enroll in correspondence courses.
- A student must secure written permission from the academic counselor in the Dean’s office on the correspondence application form.
- Music Education majors may not enroll in EDSP 3054, Education of Exceptional Learners, by correspondence.
- Undergraduate students within their last 30 hours are prohibited from enrolling in correspondence courses to satisfy degree requirements.

FORGIVENESS POLICY

The Forgiveness Policy instituted by the Oklahoma State Regents for Higher Education and the University of Oklahoma, consists of three components: the repeat policy, the reprieve policy and the academic renewal policy. Please reference the Admissions information in the front of this catalog for further information on these policies. Should you have questions
concerning this policy after reading the pertinent information, contact the academic counselor in the Dean’s office.

TEACHING CERTIFICATES

Students pursuing the Bachelor of Music Education degree in either vocal music education or instrumental music education, must be admitted to the Teacher Certification Program before enrollment in the required course sequence in the College of Education.

Students may apply for admission to the College of Education upon meeting the criteria outlined below:

A. Successful completion of the PPST (Pre-Professional Skills Test) or meet 3.00 GPA exemption.
B. Students must have a minimum 2.75 OU retention and combined retention GPA. [Students may petition for an exemption to the 2.75 GPA provided they meet all other admissions criteria. Exemptions cannot be made for students with below a 2.50 GPA in their OU retention and combined retention GPAs. The written request for exemptions must be approved by the Music Education chair, who will then submit the petition to the College of Education Student Services office.]}{NOTE: The Bachelor of Music Education requires a minimum 2.50 OU retention and combined retention GPA for graduation.

C. Students with a 3.00 or better OU and combined retention GPA must complete a minimum of 20 hours of general education coursework.
D. Students with less than a 3.00 OU and combined retention GPA must complete 30 hours of general education coursework.
E. All courses must be college level. All general education coursework must be from the university approved list and completed with C or better grades in the following areas: ENGL 1113 (required), ENGL 1213 or EXPO 1213 (required), Natural Science without lab; Natural Science with lab; Math; PSC 1113; Social Science; HIST 1483 or 1493; Humanities: Artistic Forms, Western Civilization and Non-western Culture.

ACADEMIC APPEALS

For information and procedures on academic appeals, please refer to the section on Academic Appeals Boards in the Admissions section of this catalog. You may also refer to Title 14 of the Student Code.

PETITIONS

Any departure by a student from the curriculum requirements and scholastic rules must be approved by a petition and must not conflict with existing University regulations. Petitions should be submitted in a timely manner since time restrictions can preclude their consideration.

There are three petition forms in the Weitzenhoffer Family College of Fine Arts which are available in the dean’s office. The *general petition* form may be used for requesting:

- exceptions to graduation/degree requirements;
- extensions of Incomplete grades;
- waiver of the residency policy; and
- waiver of the ten-year limitation policy.

In addition, there is a *Petition to Add or Drop a Course after the Deadline* and a *Petition for Enrollment Overload* (refer to information under Credit Hour Load).

Graduation

REQUIREMENTS

*The responsibility for meeting all graduation requirements lies with the student.*

The following requirements must be met in order to graduate with a bachelor’s degree from the Weitzenhoffer Family College of Fine Arts:

1. Student must have an OU retention and combined retention grade point average of 2.50 or higher.
2. Student must have successfully completed the minimum semester hours inclusive of general education, major course work, and electives.
3. Student must earn a C or better in each course in his/her major.
4. Student must complete a minimum of 40 hours of upper-division coursework (3000-4000).
5. Student must complete a minimum of 40 hours of general education requirements as outlined by the college and the University.
6. Student must complete a minimum of 60 hours at a senior degree granting institution.
7. Student must complete one general education course at the upper-division level (3000-4000) outside the student’s major.
8. All college specific and university residency rules must be met.
9. Student must complete a senior graduation check with the academic counselor in the Dean’s Office in his/her next to last semester.
10. Student must complete an Application for Graduation at the time of their senior graduation check.

GENERAL EDUCATION REQUIREMENTS

Students are required to satisfy the University-wide General Education course requirements as outlined in the General Information section of this catalog. *Courses used to satisfy these requirements should be chosen from the University-wide General Education Approved Courses.* This list is continually updated and published on the University of Oklahoma online enrollment system, http://admissions.ou.edu/gened.htm. Always use the Power Search feature on the enrollment program to find current course options when enrolling each semester.

- The University requires a minimum of 40 hours of General Education coursework.
- In addition to the Senior Capstone Experience, students must take at least one upper-division General Education approved course outside the student’s major.

Weitzenhoffer Family College of Fine Arts degrees specify specific general education courses be completed for certain core areas. Please refer to your degree sheet.

RESIDENCE REQUIREMENTS

Residency is defined as coursework taken through any University of Oklahoma campus.

- Candidates for an undergraduate degree must complete their last 30 hours as resident students in the Weitzenhoffer Family College of Fine Arts.
- At least 24 hours of upper-division major credit applied toward the degree must be earned in residence as a declared Dance, Music, Musical Theatre, Drama or Art History major. A minimum of 30 hours of upper-division major credit must be earned in residence as a declared Art studio major.
- Capstone courses must be taken in residence.

DEGREES OFFERED

Upon satisfactory completion of the prescribed studies, the candidate will be recommended for the degree of:

- Bachelor of Arts in Art History
- Bachelor of Fine Arts in Art
- Bachelor of Fine Arts in Dance
- Bachelor of Fine Arts in Drama
- Bachelor of Fine Arts (Music Emphasis)
- Bachelor of Fine Arts in Musical Theatre
- Bachelor of Music
- Bachelor of Music Education
- Bachelor of Musical Arts

MINORS

- Art History Minor
- Dance History Minor

Any student wishing to declare a minor should do so in the Dean’s Office, 122 Fred Jones Center. Requirements for a minor must be completed prior to graduation if a minor is to be recorded on the transcript.
DEGREES WITH DISTINCTION
For a student to be recommended for a degree with distinction, he or she must have completed a minimum of 60 hours in residence at OU, have a combined cumulative GPA of 3.50 and a 3.90 grade average in all OU coursework.

The degree with special distinction, will be conferred on students who have completed a minimum of 60 hours in residence, and have a combined cumulative GPA of 3.50 and a 3.90 grade average in all OU coursework. The final semester will be included in the GPA that determines the distinction degree. No student will be granted a degree with distinction or with special distinction who has been subjected to disciplinary action.

CONCURRENT/SECOND DEGREES
Students may work toward the completion of more than one degree.

If a student has graduated and is coming back for a second degree:
- They must have at least two semesters in residence.
- They must complete at least 30 additional hours in the college of the second degree. The 30 hours must be in addition to the total number of hours completed by the student for the first degree. The college will determine if excess hours from the first degree can apply to the second degree.
- At least 15 hours of the 30 must be completed at the 3000-4000 level.

If a student is pursuing concurrent degrees:
- The student must be cleared for graduation for both degrees in the same semester.
- The student must file an Application for Graduation for both degrees. The student will receive two diplomas.
- They must have at least two semesters in residence.
- The student must complete at least 30 additional hours beyond the degree that requires the least number of hours. The college will determine if excess hours from the first degree can apply to the second degree.
- At least 15 hours of the 30 must be completed at the 3000-4000 level.
- Once a student has been cleared with an undergraduate degree, the rules for a second degree go into effect, even though the student never actually left the university.

DOUBLE MAJOR POLICY
In the School of Music, students may work toward the completion of more than one major. All requirements for each major must be completed including a second capstone. If there are fewer than 30 additional hours, the student will be awarded one diploma for the first major listed, but the transcript will indicate both majors. Residency requirements must also be fulfilled.

Double majors will not be granted in the Schools of Art, Dance, and Drama.

TEN-YEAR LIMITATION RULES
The following rules must be met:
1. Please refer to the Weitzenhoffer Family College of Fine Arts Readmission Policy.
2. A student in the Weitzenhoffer Family College of Fine Arts may elect to be graduated under the degree plan in effect at the time of his/her first enrollment in the state system provided that he/she completes the work for a degree within a maximum of 10 calendar years from the time of his or her first enrollment in the state system. If the work for a degree covers a period longer than 10 years, the college, in consultation with the student, will determine the degree plan to be in effect for that student's graduation.
3. Students returning to college whose coursework is more than 10 years old, will follow the policy outlined below in addition to the Readmission policy:
   - Decisions will be made on a case by case basis at the discretion of the individual Schools.
   - Students will not be allowed to complete degree plans that have been deleted (refers to a deletion formally approved by the State Regents).
   - Students who wish to use coursework in the area of their specialization that is older than 10 years, must petition the School of their major for validation of those courses on a course by course basis after they have been readmitted to a degree plan.

Students must petition the School of their major to follow an expired degree plan (refers to a degree plan of a particular year that is more than 10 years old).
- Students who have 20 hours or less remaining under an expired degree plan will receive consideration in being allowed to complete said plan (includes old GPA requirements).
- Students who have more than 20 hours to complete under an expired degree plan, normally must follow the current years’ degree plan and GPA requirements.

School of Art
- Students wishing to be readmitted to the School of Art after a 10-year period must schedule a portfolio review.
- At the portfolio review a decision whether to accept the student will be made. Following acceptance, a decision will be made as to which area of specialization the student is admitted, as well as appropriate course placement within the curriculum.
- General college policy rules apply beyond this point.

School of Dance
- Students wishing to be readmitted to the School of Dance after a 10-year period must audition and be reaccepted.
- If accepted, the audition committee will determine the degree plan the student is to follow (ballet or modern, performance or pedagogy), as well as the technical level of their courses.
- General college policy rules apply beyond this point.

School of Drama
- Students wishing to be readmitted to the School of Drama after a 10-year period must audition and present a portfolio/scholarly materials for review, as appropriate to their major area.
- At the audition or portfolio review a decision whether to accept the student will be made. Following acceptance, appropriate course placement within the curriculum will be determined as well as the emphasis/track the student is to follow.
- General college policy rules apply beyond this point.

School of Music
- Students wishing to be readmitted to the School of Music after a 10-year period must audition and be accepted.
- If accepted, the audition committee will determine the degree plan the student is to follow (BFA, BMA, BME, BM), and the level of their applied lessons.
- General college policy rules apply beyond this point.

A. Max Weitzenhoffer Department of Musical Theatre
- Students wishing to be readmitted to the Department of Musical Theatre after a 10-year period must audition and be accepted.
- If accepted, appropriate course placement within the curriculum will be determined.
- General college policy rules apply beyond this point.

Graduate Study
For detailed information concerning graduate work refer to the section on graduate study within the School of Art, School of Dance, School of Drama, and School of Music sections of this catalog.
School of Art

Mary Jo Watson, Director
Bob Dohrmann, Assistant Director, Undergraduate Programs
Heidi Mau, Graduate Liaison and Assistant Director, MFA Programs
Susan Caldwell, Assistant Director, MA Programs

202 Fred Jones Art Center
Norman, OK 73019-3011
Phone: (405) 325-2691
FAX: (405) 325-1668
Internet: http://art.ou.edu

Faculty Roster


Degrees Offered

• Bachelor of Arts in Art History
• Bachelor of Fine Arts in Art — Studio Art (painting, printmaking, ceramics, and sculpture), Media (photography and film/video), and Visual Communications.
• Master of Arts in Art History
• Master of Fine Arts in Art — Studio Art (painting, printmaking, ceramics, and sculpture) Media (photography and film), and Visual Communications

General Information

The School of Art includes four broad divisions; studio art, art history, media, and visual communications. Studio Art consists of programs in painting, printmaking, sculpture, and ceramics. Art history is a humanities field that studies the history of art, artifacts and architecture. Media includes the photography, video, and film areas. Visual communications majors become graphic designers, illustrators, production managers and other visual specialists working in advertising and related fields.

The School of Art is the largest, most comprehensive art school in Oklahoma having a faculty of 24 full-time artists, designers, scholars, a full-time Artist-in-Residence, Film Maker-in-Residence, the Russell Pitman Professor of Art History for Native and Western Art and the Charles Marion Russell Memorial Chair of Art of the American West, serving approximately 400 undergraduate and master’s level students. The primary goals of the school are to provide excellent professional education and a focus for the study of visual arts on both the graduate and undergraduate levels. Additionally, the School of Art is dedicated to promoting, pursuing and supporting creative activity and scholarly research in the visual arts.

Students from Oklahoma come to the School of Art from a variety of educational backgrounds — urban, rural and suburban high schools or community colleges — with many students returning to college after other careers to gain new skills. Out-of-state and international students join those native to Oklahoma to provide a stimulating and exciting blend. The School of Art adds to this exciting atmosphere a thought-provoking series of guest artists and scholars with visits to museums and galleries in nearby cities. The school is proud of its many alumni from the undergraduate and graduate programs who have enjoyed outstanding professional success. Even while they are still students, there is ample opportunity for individuals to contribute to the school through exhibition of their work and personal involvement in various aspects of the visual arts on campus.

STUDENT ORGANIZATIONS

• Art History Association
• Red Clay Faction
• GD@
• Visual Art Student Association

Special Facilities

The primary facility for the school is the Fred Jones Art Center, which contains classrooms, studios, darkrooms, video and film editing rooms, computer labs for undergraduate and graduate programs, faculty offices, the Lightwell Gallery (an exhibition space) and some graduate student studio spaces. Additional studio spaces for faculty and graduate students are located on North Campus adjacent to the Max Westheimer Airport. The Ceramics Studio is located on South Base near the OU Department of Public Safety. The Old Faculty Club building across Boyd Street has been renovated to house the Charles M. Russell Center for Study of the Art of the American West, as well as studio and teaching space for the School of Art Artist-in-Residence.

The Fred Jones, Jr. Museum of Art is located next to the School of Art on the west end of the Fred Jones Art Center. The museum and the new Mary and Lester Howard Wing houses an excellent and varied collection of art including the Weitzenhoffer Collection of French Impressionism. The museum also offers a rich series of thematic shows and traveling exhibitions. Art school faculty exhibitions and the annual student exhibition are a regular part of the museum’s exhibition schedule.

Programs for Excellence

Across Boyd Street is the Old Faculty Club which houses the Charles M. Russell Center for the Study of Art of the American West. The center is dedicated to the pursuit of knowledge in the field of American art history as it relates to the western United States. Through its library, national symposia, campus course offerings, archives, and related outreach programs, the Russell Center actively engages students and the public in developing a better understanding of and appreciation for 19th and 20th century Euro-American art.

The Russell Center is complemented by the new addition of an Indigenous Art Resource library located in the School of Art. This library focuses on Native American art resources for students who study the wide variety of art history courses on Native arts.
In addition to the Charles M. Russell Center, the School of Art is pleased to offer students the privilege of working with nationally and internationally known artists under the Visiting Artist and Artist-in-Residence programs. Visiting artists come to campus for varying periods offering students and faculty insights into many cultures and professional backgrounds. The Independent Film Project offers film screenings, workshops and special opportunities (under the direction of the Filmmaker in Residence) to work on selected projects. The School of Art maintains and has created new faculty and student exchange programs with international universities in England, France, Spain, Korea and China.

Scholarships and financial aid

Several forms of financial aid are available to qualified students. These include scholarships, graduate assistantships, tuition or fee waivers, and work-study support. Scholarships and graduate assistantships are available on a competitive basis.

The School of Art offers the following scholarships:
- Frances Weitzenhoffer Memorial Fellowship (for graduate students in art history),
- Ben Barnett Scholarships (for all School of Art students),
- Robert Monroe Scholarships (for graduate students);
- Selma Naifeh Scholarship;
- John R. Potts, Jr. Scholarship;
- Glennis Horn Scholarship, and
- Paul and Kim Moore Scholarship.

For further information, please write to:

School of Art
University of Oklahoma
520 Parrington Oval, Room 202
Norman, OK 73019-3011; or visit the School’s Web site at http://art.ou.edu/.

**Undergraduate Study**

The major specializations in the BFA in Art program include: studio art (painting, printmaking, ceramics, and sculpture), media (photography and film/video), and visual communications. In addition, a BA program is offered for art history majors.

**ADMISSION**

The School of Art accepts the admission requirements of the University of Oklahoma for incoming freshman and transfer students in the fall semester. In addition to these general requirements for admission, all students seeking entry into the Bachelor of Fine Arts in Art programs must successfully complete a portfolio review prior to admission. All students with the exception of art history are required to take Foundation courses. These courses are sequential in nature and can only be started in the fall semester. All students entering the Foundations program enter the School of Art as an Art Undecided major.

Admission to an area of specialization (Studio Arts, Media, or Visual Communications), is by portfolio review during the spring semester of the Foundations program.

Students who have taken studio coursework at another institution must meet with a Foundations adviser to determine if courses can be substituted for the Foundations requirements. These students must then go through a portfolio review and be accepted into an area of specialization as outlined above.

**DEGREE REQUIREMENTS**

The School of Art requires all BFA students to complete the Foundation Program and to participate in the portfolio selection process in order to be accepted into a field of emphasis, and into the appropriate professionally directed educational experiences. Studio BFAs require a minimum of 125 semester hours with approximately 80 semester hours in the art or design area of emphasis. In art history, the BA degree program requires some studio art, but more liberal arts within the 124 hours required for the degree. The art history major requires successful completion of 15 hours in a foreign language. All art majors must maintain an OU retention and combined retention grade point average of at least 2.50, with a grade of C or better in his/her major and must complete at least 40 semester hours of upper-division coursework. Successful completion of a senior capstone experience is required of all undergraduate art students.

**ART HISTORY MINOR**

The School of Art offers a minor in Art History that is open to all undergraduates in the university. Students must complete a minimum of 15 hours of Art History coursework guided by an Art History adviser. A grade of C or better is required for each course with an overall 2.50 minimum GPA. For additional information, please contact the School of Art office or the Weitzenhoffer Family College of Fine Arts Dean’s office.

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**Graduate Study**

**ADMISSION**

**Master of Arts in Art History**

The requirements for admission into the MA program in art history are a bachelor’s degree in art history or a related field with a 3.00 cumulative grade point average. Students must submit a letter of intent, three letters of reference, GRE scores and a copy of one or more art history papers to the School of Art along with the internal School of Art application. The OU application and transcripts should be sent directly to the Office of Admissions. International applicants are required to demonstrate an appropriate mastery of English and submit satisfactory TOEFL scores.

**Master of Fine Arts in Art**

The requirements for admission to the MFA program normally include: a BFA degree with a 3.00 grade point average (or equivalent credentials), submission of a portfolio of visual work in the form of slides, video tapes, films, computer disks or original work, a letter of intent, and three letters of reference should be sent directly to the School of Art along with the internal School of Art application.

Application and transcripts should be sent directly to the Office of Admissions. International applicants are required to demonstrate an appropriate mastery of English and submit satisfactory TOEFL scores.

**DEGREE REQUIREMENTS**

**Master of Arts in Art History**

The degree requirements for the MA in art history include completion of a minimum of 36 credit hours with a 3.00 grade point average, including at least 21 hours in the major area, nine hours in a minor field or 30 hours in their major field, two hours of thesis proposal, four hours of thesis research and successful completion of the thesis. Students must also demonstrate reading proficiency in a foreign language, usually French or German, through successful completion of a University-administered exam.

Students are required to present a formal thesis proposal to their full committee and graduate liaison prior to the approval of final thesis work. A thesis defense is required of the art history MA candidate.

**Master of Fine Arts**

The degree requirements for the Master of Fine Arts include completion of a minimum of 60 credit hours with a 3.00 grade point average. Requirements include studio hours, nine hours of art history, theory or directed readings, three hours of graduate seminar, one hour of thesis proposal and successful completion of four hours of thesis exhibition with an appropriate written document accompanying that exhibition. Visual documentation of the thesis work must also be submitted (traditionally by slides, but video tape or another format will be accepted if appropriate to the work).
Following the completion of approximately 30 credit hours in the MFA program, the student undergoes a rigorous midway review which includes a formal presentation to the graduate faculty. If demonstrating satisfactory progress, the student will be allowed to proceed towards the degree. The student’s progress will again be reviewed by their graduate committee prior to the final thesis exhibition. Thesis exhibition and defense includes a formal presentation to the graduate faculty, a written component, and approval by the thesis committee.

School of Dance

Mary Margaret Holt, Director
Jeremy Lindberg, Graduate Liaison
1000 Reynolds Performing Arts Center
Norman, OK 73019-3110
(405) 325-4051
FAX: (405) 325-7024
Internet: www.ou.edu/finearts/dance/

Faculty Roster

Professors Emeritus Lewis, Terekhov; Professor Holt; Associate Professors Edwards, Hardy, Hartel, Lindberg; Assistant Professor Brule; Instructors/Lecturers Holmes, Minter, Perry, Ratliff, Redwine.

Degrees Offered

• Bachelor of Fine Arts in Dance
  (emphasis in classical ballet performance or pedagogy, or modern dance)
• Master of Fine Arts in Dance
  (emphasis in classical ballet or modern dance performance, pedagogy and/or choreography)

General Information

Since its inception over 40 years ago, the School of Dance has established a national reputation for its excellence in training in ballet and modern dance techniques, for its production values and for the quality of its graduates. Firmly rooted in a performance-oriented philosophy, the school is composed of 10 faculty members, three ballroom dance instructors, three Pilates body conditioning instructors, six accompanists, two full-time musicians, seven graduate teaching assistants and approximately 80 majors. Students develop their technical and expressive gifts guided by a faculty representing an unusually fine blend of professional and academic excellence. Students work in a pre-professional environment dedicated to their development as performers, artists and educated individuals. During completion of the University’s general education requirements, dance students learn about related arts from theoretical, historical and theatrical perspectives, while simultaneously perfecting their skills as emerging dance artists. Oklahoma Festival Ballet and Contemporary Dance Oklahoma provide performance opportunities on campus and throughout the state and region through fully produced performances, laboratory performances and lecture demonstrations. In addition, a production choreographed by students is presented on an annual basis.

The School of Dance moved into its new home in the Donald W. Reynolds Performing Arts Center in March 2005. This beautiful, state of the art facility includes two large dance studios, a Pilates body conditioning studio, media center, faculty and staff offices, archive room, a gallery/reception area and the exquisitely renovated performance hall (formerly historic Holmberg Hall). Additional studios are housed in the adjacent Fine Arts Center as are the production facilities for Rupel Jones Theatre and the School of Drama. This combination of facilities ensures that our students have the best possible environment in which to study dance as they develop their technical, expressive and intellectual gifts and move toward professional careers.

Programs for Excellence

Oklahoma Festival Ballet and Contemporary Dance Oklahoma, resident performing companies of the School of Dance, provide numerous, diverse performing opportunities for dance majors in both disciplines. Each company gives an annual series of performances on campus in our home theatres. Company members also present the annual Young Choreographers Showcase each January. Additional performance opportunities exist through musicals and operas, in addition to lecture demonstrations in public schools, informal studio concerts and state, regional and international tours. Our companies have been honored with 14 invitational performance tours to Taiwan, Japan, France, Paraguay, Ecuador and Mexico.

Company members are selected by audition at the beginning of each semester. Majors in ballet performance emphasis are required to perform eight semesters; modern dance majors are required to perform seven semesters; and ballet pedagogy majors perform a minimum of four semesters. The MFA program also includes performance requirements.

Our companies have been chosen for the National American College Dance Festival Gala Performance at The Kennedy Center for the Performing Arts as well as receiving awards at the regional ACDF conferences (South Central). In addition, the companies have been featured in Dance Magazine, Pointe Magazine, the New York Times and the foreign press. The companies perform original works as well as others by Balanchine, Joffrey, Stevenson, Petipa, Pilobolus, Sonia Dawkins and Derrick Minter. Guest performers, choreographers, scholars and teachers visit the School of Dance each semester enriching students’ experience and aiding in their preparation for the profession. Participation by dancers of diverse cultural and ethnic backgrounds is encouraged.

Scholarship Information

A number of merit based scholarships are available through the School. These include Barnett Foundation Scholarships, tuition waivers, the Mark Allen Everett Scholarship, the Indian Ballerina Scholarships, Dance Partners Scholarships and others. For specific scholarships and deadlines, contact the School of Dance at (405) 325-4051.

Undergraduate Study

The School of Dance offers undergraduate degree programs in classical ballet (with performance or pedagogy as an emphasis) and modern dance.
DEGREE REQUIREMENTS

Undergraduate programs require a minimum of 124 semester hours, including all dance and general education requirements, with a minimum of 40 hours taken at the upper-division level. All students must meet and maintain college admission requirements with a grade of at least a C in all courses in the major area. Dance majors are advised concerning course enrollment and advancement in the degree program by an assigned faculty member each semester. All regulations and degree requirements are available in the School of Dance Office, 1000 Reynolds Performing Arts Center and online.

DANCE HISTORY MINOR

The School of Dance offers a minor in Dance History that is open to all undergraduates in the university. Students must successfully complete at least 19 hours of coursework in dance history and ballet or modern dance technique, including nine hours of upper-division Dance History courses, and at least two semesters of courses in Ballet and/or Modern Dance technique; at least 12 of the 19 credit hours must be completed in residency at the University of Oklahoma. A grade of C or better is required for each course with an overall 2.50 minimum GPA. For additional information, please contact the School of Dance office or the Weitzenhoffer Family College of Fine Arts Dean's office.

Graduate Study

The Master of Fine Arts in Dance emphasizes either performance, choreography or pedagogy and requires completion of 58 credit hours. Six of the required hours must be taken outside the School of Dance. Admission to the graduate program follows the requirements of the Graduate College and includes submission of a videotape prior to an interview and audition by the graduate faculty of the School of Dance in addition to the completion of college and school application forms. Students are expected to have completed an undergraduate degree in dance.

School of Drama

Tom Huston Orr, Director
Judith Pender, Graduate Liaison
121 Old Science Hall
Norman, OK 73019-3091
(405) 325-4021
FAX: (405) 325-0400
Internet: http://www.ou.edu/finearts/drama/

Facility Roster

Professor Buchwald; Associate Professors Cook, Draheim, Fain, Koger, Orr, Pender, Shaughnessy; Assistant Professors Ellis, Sadler, M. Sullivan; Professors Emeritus Eek, Herstand, Lewis.

Degrees Offered

- Bachelor of Fine Arts in Drama (Acting, Design, Dramaturgy, Stage Management, Technical Production)
- Master of Arts (Drama)
- Master of Fine Arts in Drama (Directing and Design)

General Information

The School of Drama strives to prepare students for professional careers in theatre. As a vital artistic training unit within a major university, the school believes the student’s experience should include all aspects of theatre production along with a strong academic component of theatre history and general education. The school seeks to train and educate theatrical artists, craftsmen and educators of the future.

The student/faculty ratio in the School of Drama assures the student extensive individual attention and guidance during each step of the program. Visiting artists supplement our resident faculty and staff in providing a wide range of experience for students as part of their growth and training as artists.

STUDENT ORGANIZATIONS

- Drama Student Senate
- Alphi Psi Omega
- Spacechangers

Programs for Excellence

OU’s School of Drama is the second oldest in the nation, and has a long and distinctive history as well as a reputation for excellence. This performance-based degree is supported by a multitude of diverse theatrical options. On the main-stages, an average of five plays, two musicals, and three dance productions comprise the University Theatre season (nine-month academic year). In the Lab Theatre in Old Science Hall and the Gilson Studio Theatre another 3-5 plays are mounted. Throughout the year, students hone their skills in a professional and challenging setting.

The University of Oklahoma School of Drama has been the birthplace of several world and regional premieres. The school’s commitment to new works adds to the exciting atmosphere that permeates the student’s academic career. Students are encouraged to attend a number of professional auditions each year. The School of Drama is accredited by the National Association of Schools of Theatre (NAST) and is active in the American College Theatre Festival.

Performance majors must audition each semester for upcoming productions. Auditions are held twice a year, August for the Fall semester, and November for the spring semester. Additional auditions are held as needed for added productions which may include children’s theatre shows, directing scenes, or MFA directing qualifiers. Design and stage management assignments are made at the beginning of each semester. In addition, students have opportunities to work as dramaturgs, assistant stage managers, audience development assistants, and technicians in scenery, costume, lighting, properties, and sound.

Special Facilities and Programs

The School of Drama administrative offices are located at 121 Old Science Hall, on the North Oval. The University Theatre building - the Fine Arts Center - is at 563 Elm on the northwest corner of the Norman campus. Completed in 1965, the center contains faculty offices; classrooms; dance studios; construction shops and storage spaces for scenery, costumes, lights, and properties; a computer-aided design lab; the highly flexible 600-seat Rupel J. Jones Theatre; and the more intimate, 250-seat Weitzenhoffer Theatre. The close proximity to the other schools in the Weitzenhoffer Family College of Fine Arts gives students easy access to the Museum of Art, the Fine Arts Library and the Reynolds Performing Arts Center. In addition to the facilities in the Fine Arts Center, Old Science Hall houses the 80-seat Lab
A number of scholarships and awards are available to qualified students. Applications for scholarships are available from the School of Drama office. Students who wish to have their scholarships renewed must reapply each year. Additional non-drama scholarships and financial aid are available through the University of Oklahoma Office of Financial Aid Services. These applications must be made separately. March 1 is the application deadline for these awards. The following drama scholarships are available to qualified students:

- Ben Barnett Scholarships
- Theatre Guild Scholarships
- A. Max Weitzenhoffer Scholarship in Scene Design
- Mary Clarke Miley Minority Scholarships
- Fee Waiver Scholarships
- Non-Resident Fee Waiver Scholarships
- The E. Franklin Gilsom Professional Development Grant
- The Nicole Poole Scholarship

At the close of each academic year the School of Drama recognizes individual achievement in an awards ceremony. Many awards carry cash prizes. The awards include:

- The Van Hellin Award
- The Buffalo Mask Awards
- Ruple J. Jones Directing Award
- Ida Z. Kirk Acting Awards
- Charles C. Suggs Stage Management Award
- A. L. Mortensen Award for Technical Excellence
- Helen F. Lauterer Costuming Award
- Raymond D. Larson Scene Design Award
- Oscar G. Brockett Dramaturgy Award

### Undergraduate Study

The School of Drama offers the Bachelor of Fine Arts in Drama degree. The degree is designed to provide the student with a solid foundation in each basic area of the theatre, with an opportunity to begin specialization in the sophomore year. The concentrations are in the following areas:

- **Acting**—for undergraduate students interested in pursuing a career as a performer in professional theatre, television or film;
- **Design**—for undergraduate students interested in pursuing a career in scenic, costume or lighting design;
- **Dramaturgy**—for undergraduate students interested in pursuing careers in stage management, production management, and administrative offices.
- **Stage Management**—for undergraduate students interested in pursuing a career in stage management;
- **Technical Production**—for undergraduate students interested in pursuing careers in scenic technology or costume technology.

Coursework at the undergraduate level includes acting, directing, voice and speech, stage movement and combat, graphics, stagecraft, costume construction and design, basic lighting fundamentals and design, scenic design, sound techniques and design, theatre history, costume history, play structure and analysis, and theatre and stage management. Students are also encouraged to take advantage of coursework offered by the School of Dance and the A. Max Weitzenhoffer Department of Musical Theatre.

### ADMISSION

The School of Drama, follows the basic admission requirements of the University of Oklahoma and the Weitzenhoffer Family College of Fine Arts. Please refer to those sections in this catalog for specific details. In addition, admission to the OU School of Drama is by audition and/or interview only and requires an on-campus audition (for acting emphasis) or portfolio review (for design or technology emphasis), and/or interview (for dramaturgy or stage management emphasis). **Students must be officially accepted into the School of Drama by audition and/or interview before being allowed to enroll for classes.**

### DEGREE REQUIREMENTS

The undergraduate degree consists of a minimum of 126 credit hours, of which approximately 86 hours come from within the school. The University’s general education requirements and electives make up the remaining hours. Drama majors at the undergraduate level must meet and maintain college admission requirements as outlined above and must have a grade of C or higher in each course in his/her major field. At least 40 hours must be taken at the upper-division level (3000 and 4000-level courses). Students are advised each semester by the school faculty concerning enrollments, advancement toward degree and career options.

Students considering a major in drama should contact the School of Drama Office 121 Old Science Hall for curriculum plans outlining the above program and information covering auditions, admission policies and guidelines, awards and scholarships, and additional regulations, policies and practices.

### Graduate Study

#### AREAS OF SPECIALIZATION

- Master of Arts: theatre history, dramatic literature and criticism, and dramaturgy.
- Master of Fine Arts in Drama: directing; costume, scenic or lighting design.

#### PREREQUISITES FOR FULL GRADUATE STANDING

In addition to meeting the general requirements of the Graduate College, the student should have completed the following undergraduate coursework or its professional equivalent: six hours in acting, six hours in directing, three hours in stagecraft, three hours in costume construction, three hours in costume history, three hours each in scene, costume and lighting design, three hours in dramatic structure and analysis, and six hours in theatre history.

Students with deficiencies in any of these areas may be required to take coursework judged necessary to correct the deficiencies, without receiving graduate credit for the coursework. Once full graduate standing is achieved, the student must maintain a 3.00 grade point average and make satisfactory progress toward the degree to maintain full graduate standing.

### MASTER OF ARTS

The M.A. is a scholarly degree with emphasis on theatre history, dramatic literature and criticism, and dramaturgy. The program is structured with the student’s particular needs and interests in mind. It requires 30 hours of coursework and contains 13 hours of core requirements and 17 hours of electives. It requires a thesis. Contact the School of Drama Office for further details.

### MASTER OF FINE ARTS IN DRAMA

#### Directing

The area of specialization in directing leading to the M.F.A. in Drama is normally a three-year program requiring between 54 and 60 hours of coursework and the direction of at least three full-length productions. The individual student’s course of study is worked out in consultation with the student’s adviser. Contact the School of Drama Office for further details.

#### Design

The area of specialization in design for the MFA in Drama is normally a three-year program requiring between 54 and 60 hours of coursework. Students may emphasize scenic, costume or lighting design, or may concentrate in more than one of the traditional design areas. Contact the School of Drama Office for further details.
School of Music

Steven C. Curtis, Director
Brian Britt, Coordinator of Undergraduate Studies, Assistant Director
Irvin Wagner, Coordinator of Graduate Studies, Assistant Director

138 Catlett Music Center
Norman, OK 73019-2071
Phone: (405) 325-2081
FAX: (405) 325-7574
Internet: http://music.ou.edu

Faculty Roster

Degrees Offered
• Bachelor of Music—Performance Emphases: Composition, Guitar, Organ, Piano, Piano Pedagogy, Voice, and Winds/Strings/Percussion
• Bachelor of Music Education (Emphases in Instrumental or Vocal)
• Bachelor of Musical Arts
• Bachelor of Fine Arts (Music Emphasis)
• Master of Music
• Master of Music Education
• Doctor of Musical Arts
• Doctor of Philosophy in Music Education

General Information

The School of Music offers curricula for those who choose to pursue professional careers in music, and courses for all University students who may wish to acquaint themselves with music as listeners or participants. The school stresses scholarship and research and provides opportunities for the students to develop their powers of personal expression through performance, composition, historical, analytical and pedagogical disciplines.

The faculty includes artists and scholars who are nationally known in the fields of performance, composition, education, history and theory. Recitals, concerts, lectures, guest artists, operas, and seminars provide the students with a wide range of opportunities for musical and intellectual growth.

The School of Music is housed in three buildings: Stanley B. Catlett, Sr. Music Center, Donald W. Reynolds Performing Arts Center and Carpenter Hall. The $25-million Stanley B. Catlett, Sr. Music Center, completed in 1998, contains the School of Music administrative offices, faculty offices and studios, rehearsal suites, classrooms, MIDI labs, the Grant Fine Arts Library, a recording studio, and three performance halls, including the Paul E. Sharp Concert Hall, Morris R. Pitzen Recital Hall, and Grayce B. Kerr Gothic Hall (for organ and other performances). The Donald W. Reynolds Performing Arts Center houses faculty offices and the restored Holmberg auditorium which has a theatrical stage used by the OU Opera Theater for its productions. Studios for the voice and piano faculty members are currently located in Carpenter Hall.

More than 100 grand and upright pianos, along with several pipe organs, are used for teaching and practice and are maintained by certified technicians. Included in the inventory of practice pipe organs are three Moellers, a Reuter and two Holtkamps. The School of Music also provides a large number of string, wind and percussion instruments for students studying secondary instruments. In addition, the school owns a growing collection of historical instruments for the performance of early music.

Two music technology labs house state-of-the-art MIDI equipment which is maintained with the latest releases of software, computers, synthesizers, and peripheral equipment.

The School of Music is a fully accredited institutional member of the National Association of Schools of Music. The requirements for admission and graduation are in accordance with the published regulations of the N.A.S.M.

STUDENT ORGANIZATIONS
• Sigma Alpha Iota (professional fraternity for women in music)
• Phi Mu Alpha (professional fraternity for men in music)
• Mu Phi Epsilon (professional fraternity for men and women in music)
• Tau Beta Sigma (band service organization for women)
• kappa Kappa Psi (band service organization for men)
• Music Educators National Conference (MENC) (student chapter of the national organization)

Programs for Academic Excellence

Several nationally and internationally recognized ensembles are in residence at the School of Music. They receive invitations from state, regional, and national conventions and conferences by a competitive auditioning process. To have so many invitations speaks to the quality of education and musicianship at the School of Music. The “Pride of Oklahoma” Marching Band won the prestigious Sudler Trophy, recognizing outstanding marching band programs, in 1987. The “Pride” also appears at post-season bowl games televised to a national audience. The OU Jazz Ensembles appear yearly at the famous Wichita Jazz Festival in Kansas and frequently win awards for outstanding soloists. The OU Wind symphony has performed numerous times at the Oklahoma Music Educators Association, American Bandmasters Association, and College Band Directors Association conventions. It has hosted the regional College Band Directors Association convention in 1970, 1980, 1990, and 2000. Studio
ensembles in clarinet, trombone, percussion, oboe, bassoon and horn have been selected to perform at their respective international society on many occasions.

The OU Symphony Orchestra was selected to appear as the first college orchestra ever to perform at the Midwest International Band and Orchestra Conference. It has also accompanied the world-renowned pianist Van Cliburn in concert at the University of Oklahoma. Also appearing at the Midwest Band and Orchestra Conference was the nationally recognized OU Percussion Ensemble. It has also performed by invitation at the Percussive Arts Society’s national convention as well as at their regional and state conventions. The University Choir and Chamber Ensemble have performed, by invitation, for numerous state music conventions. Both ensembles have also performed for regional choral directors association conventions, and the University Choir performed at the National Kodaly Educators Convention by invitation. The University Choir has performed throughout Europe in 1997, 2000 and 2004. Tours are planned for 2007 and 2010.

The Piano Pedagogy program is recognized internationally for its leadership in the field, drawing students from the United States, Canada, Asia, Europe, and South America. Students and faculty alike present papers and workshops throughout the United States and abroad at state, regional, and national conventions and conferences. The outstanding Ruby Grant Piano Pedagogy Resource Center makes research materials on diverse topics available to students and scholars.

Special Facilities and Programs

The Grayce B. Kerr Gothic Hall houses the Mildred Andrews Boggess Memorial Organ, a $750,000 instrument designed specifically for the School of Music by the C. B. Fisk Company. Also located in Kerr Gothic Hall, which also serves as a grand entrance to the School of Music and a lobby for the two other performance spaces in the Catlett Music Center, are the FACTS Box Office and a concession area. The Paul F. Sharp Concert Hall provides seating for 1,018 patrons to enjoy the remarkable acoustics and architectural beauty of this Prairie Gothic style performance space. The smaller Morris R. Pitman Recital Hall reflects many of the same architectural details of the Paul F. Sharp Concert Hall and creates an intimate environment for 125 patrons to enjoy faculty and student chamber music recitals and lectures. The Kerr Gothic Hall also serves as a performance space for organ and choral concerts.

The Catlett Music Center provides expansive rehearsal suites for large performing ensembles. Rehearsal suites for orchestra, band, and choral areas are acoustically designed for the enhancement of the teaching and learning process. Each suite contains equipment for the recording and playback of rehearsals to aid in the learning process as well as large libraries of repertoire which are continuously updated. The percussion suite is an extensive complex of large rehearsal rooms, offices, and five practice rooms dedicated for percussion studies. The University of Oklahoma Percussion Press, which publishes literature for all levels of percussion study from solos to large percussion ensembles, is also located in the percussion suite. Two electronic piano labs facilitate the teaching of piano skills to beginning pianists. In conjunction with these labs, the piano pedagogy program maintains the Ruby Grant Piano Pedagogy Resource Center, a repository for information and literature invaluable to students and educators alike.

Technology is a priority in the School of Music. Each classroom contains projection, audio/visual equipment and computer capabilities for demonstrations in lectures and presentations. In addition, pianos are provided in most classrooms. A state-of-the-art recording studio/electronic music laboratory features the latest computer and sound equipment, software, and recording devices for composition and individual recording sessions. All concerts and recitals at the School of Music are also recorded on state-of-the-art digital recording equipment for production of compact discs. Computer labs in the school contain equipment including iMac G5s, Kurzweil 2000 synthesizers, Kawai synthesizer modules, mixers, and the latest editions of music software, including Finale 2006, Digital Performer and music theory software. These labs are used in the instruction of music theory, composition, MIDI technology, and orchestration. Students are able to use the MIDI labs outside of class time for individual and class projects.

Individual faculty studios and offices are also equipped with computers, synthesizers, and stereo equipment to aid in teaching and research. In addition, the school houses two piano labs containing new Yamaha keyboards and interactive teaching technologies.

The School of Music offers many opportunities to all University students, regardless of major, for participation in performing ensembles. For students who demonstrate sufficient musical ability to qualify, the following ensembles are available: the University Symphony Orchestra, Opera, Musical Theatre, Collegium Musicum, University Choir; University Chamber Ensemble, University Chorale, University Chorus, Symphonic Band, Concert Band, Marching Band, Trombone Choir, Jazz Ensemble, Percussion Ensemble, Clarinet Choir, Brass Choir, Flute Choir, Sooner Bassooners, New Century Ensemble and numerous other ensembles such as woodwind and brass quintets, string quartets, and trios. Students should consult the class schedule and director concerned for membership in each ensemble.

All undergraduate students majoring in music are required to participate in one or more of the following ensembles: Marching Band, Symphonic Band, Wind Ensemble, University Symphony Orchestra, University Choir, University Chorale or University Chorus. For satisfactory participation in performing ensembles, one credit hour per semester in each ensemble may be earned. Each degree program in music has special requirements for participation in ensembles.

Scholarships, Awards and Financial Aid

Tuition waivers are awarded on the merits of the audition for admission to the School of Music. Renewal of an award is based on the student’s musical and academic performance each year. Students are eligible for other scholarships and awards once they have matriculated at the University of Oklahoma. More than $200,000 in tuition waivers and $40,000 in scholarships are awarded annually. Information about these awards can be obtained from the Coordinator of Undergraduate Studies within the School of Music. Additional non-music related scholarships and financial aids are available to qualified students through the University of Oklahoma Office of Financial Aid Services.

Graduate assistantships are available in: voice, piano (class and private), choral music, band (marching/concert), music theory, composition, music appreciation, MIDI technology, music education, and applied music. In addition to a stipend of at least $7,700 for the academic year, half-time graduate assistants receive a full waiver of non-resident tuition and a waiver of up to six hours of resident tuition for the fall and spring semesters of their appointment. Half-time graduate assistants are also eligible for subsidized single health coverage under the Student Health Plan as a benefit of employment.

International students offered graduate assistantships may be required to pass a series of English tests administered by the English Assessment office prior to
being appointed. Part-time appointments are also available, but with
commensurate reduction in stipend and tuition waivers. Applications may be
secured from the Coordinator of Graduate Studies in Music.

In addition to the regular scholarships and music awards, several special
awards are given annually to outstanding students.

Undergraduate Study

ADMISSION
The School of Music accepts the admission requirements of the University
of Oklahoma for incoming freshman and transfer students. In addition to
these general requirements for admission, all students must pass an
audition in the major/ principal applied instrument/voice before enrolling
as a music major. Additional supporting material, including a resume, two
letters of recommendation, and a short essay, must be submitted to the
School of Music in order to complete the admission process. Also, entering
music students are required to take a music theory/music fundamentals
placement examination, play or sing a performance audition, and take a
piano skills examination to determine placement in an appropriate piano
class or private study.

Additional admission requirements for acceptance into the Weitzenhoffer
Family College of Fine Arts as a music major are as follows: completion of at
least 24 semester hours of college credit; a minimum combined retention
grade point average of 2.50; and an adjudicated audition for the
appropriate School of Music faculty. Please consult the School of Music (138
Catlett Music Center) for specific information.

Degree Requirements
In addition to the regular curriculum requirements, all students who are
candidates for the degrees Bachelor of Music, Bachelor of Musical Arts,
Bachelor of Music Education, and Bachelor of Fine Arts (Music Emphasis)
must satisfactorily meet the following special requirements.

ENROLLMENT LIMITATION
The number of times that a music student can retake a required course, in
an attempt to raise the grade, is limited to two. If a student has enrolled in
a required course three times and does not receive a C or better, the
student will not be allowed to pursue any music degree program for which
that course is a requirement. If a student has twice received a D, or F,
he/she must write a letter to the Director of the School acknowledging that
this is the final attempt to pass the course.

This regulation concerning the limited repetitions of a course does not
apply to applied music study nor to ensemble study.

SOPHOMORE PROFICIENCY EXAM
Applied areas have specific regulations concerning the number of
semesters that a student must enroll in lower-division applied study before
passing to upper-division applied study. In order to proceed to 4000-level
applied study, all students must pass a sophomore proficiency examination
in the major/principal instrument/voice at the end of four semesters of
applied study at the 2000-level.

PIANO PROFICIENCY
All students majoring in music must satisfactorily demonstrate a level of
proficiency in piano appropriate to their respective degree programs.
Students in music education or music performance can satisfy this
requirement by completing the required number of levels of group piano
and/or piano with a grade of C or better for each level. Students in
composition must demonstrate their MIDI proficiency through
examination. All students will be auditioned and placed into appropriate
levels of piano at the beginning of their musical studies on campus. For
music education majors, the piano proficiency requirement must be
satisfied prior to enrolling in student teaching. Students may consult with
the coordinator of group piano or their adviser for further information.

DEGREE RECITALS
All candidates for baccalaureate degrees in music with the exception of
the Bachelor of Fine Arts, must present one or two public degree recitals
(depending upon the respective degree program). All recitals presented in
partial fulfillment of degree requirements must be previewed and approved
by a faculty committee prior to scheduling the recital (recital previews are
scheduled monthly throughout the academic year).

A. Candidates for the Bachelor of Music in Performance degree must
present two public recitals, the Junior Recital and the Senior Capstone
Experience (paper and recital).

B. Candidates for the degrees of Bachelor of Musical Arts and Bachelor of
Music Education must present a public recital as part of the Senior
Capstone Experience.

C. Candidates for the Bachelor of Fine Arts degree must complete a
research project resulting in a substantial paper (25-30 pages in length)
as the Senior Capstone Experience. This paper should reflect careful
examination of an aspect of the student’s musical study.

VALIDATION OF TRANSFER CREDIT
Transfer credit for applied music will be validated only by an examination
when such credit is to be applied to a degree offered by the School of
Music. Transfer students whose advancement is below the junior level and
who expect to continue study, must enroll in Applied Music 2010 or 2020
and will be examined at the end of the semester for placement in a course
sequence and validation of transfer credit. All other students wishing to
validate transfer credit in applied music should arrange appointments for
examination during the week of registration.

PUBLIC PERFORMANCE
Students majoring in music are required to attend rehearsals and take part
in the public performances sponsored by the school whenever their
participation is desired, but may not perform in public or for radio or
television without permission of the applied instructor and the Director of
the School of Music.

CLASS ATTENDANCE
Students are expected to attend every class session and private lesson as
scheduled. Instructors in applied music are required to make up lessons
which they cancel for personal reasons. The instructors are not required to
make up lessons missed by failure of the student to attend, nor those
missed on occasions when the instructors are requested to leave the
campus as official representatives of the University. Lessons falling on
University holidays will not be made up.

RECITAL ATTENDANCE
Each candidate for the degree of Bachelor of Music must present eight
semesters of Satisfactory (S) attendance in MUTE 1010 for graduation.

Each candidate for the degree of Bachelor of Music Education or Bachelor of
Musical Arts must present six semesters of Satisfactory (S) attendance in
MUTE 1010 for graduation.

Each candidate for the degree of Bachelor of Fine Arts with music emphasis
must present four semesters of Satisfactory (S) attendance in MUTE 1010
for graduation.

The S grade is predicated on a satisfactory attendance of a specified
number of concerts each semester. A syllabus is available from the School
of Music Office (138 Catlett Music Center). If a student believes that an
exception is warranted, a petition signed by the student’s adviser, must be
submitted to the School of Music Recital Policy Committee. The committee
will determine if the exception is to be granted and, if granted, what the
alternative will be.
Graduate Study

ADMISSION
To be admitted in full standing to a graduate degree program in music, the applicant must hold a degree in music or music education (or the equivalent) from an accredited college, university, or comparable institution; present a grade point average of at least 3.00 for the last 60 semester hours of undergraduate study (for entering master’s degree students) or all previous graduate work (for doctoral students); submit a completed application for graduate admission with official transcripts of all college work to the Office of Admissions of the University. In addition, the applicant must submit a completed personal data form, copies of all transcripts, and three letters of reference to the School of Music’s Graduate Studies Office, and demonstrate competence in the proposed major field of study as described below. All doctoral applicants must submit a writing sample. GRE scores, while not required, are strongly encouraged.

All prospective applicants in music performance or conducting must present a satisfactory audition for admission. Prospective M.M. students must perform a 30-minute audition or submit a recent recording of 30 minutes in duration. Applicants to the MM Voice degree must present a live audition. Future DMA students must present a one-hour live audition. For pianists and singers, it must be fully memorized. For all other performers, at least a portion of the audition must be performed from memory. All Ph.D. and DMA applicants must submit a writing sample.

Applicants to the DMA Choral Conducting, Instrumental Conducting (wind track), or Instrumental Conducting (orchestral track) degrees must rehearse a work of their choosing with a University ensemble for approximately 25 minutes and then rehearse music which is completely new to the applicant and the ensemble for approximately 20 minutes.

Composition students must submit scores of original compositions along with recordings of those works (if available) for admission to the M.M./Composition Program. DMA/Composition prospects must present a one-hour narrated audition of their works performed live or by recording. Prospective M.M./Musicology and Music Theory students must present a sample of scholarly writing and provide live or recorded evidence of proficiency in their primary performing area. Music education students must present a recording (casette, disc, or video) of a band, orchestral, or choral performance, classroom instruction, or ensemble rehearsal which demonstrates teaching effectiveness. Depending upon the particular degree emphasis, the applicant may be required to present an audition in his/her major performance area.

Applicants for the Ph.D. in Music Education must provide evidence of two years of successful full-time music teaching experience at the elementary, secondary or college level. In addition, they must present a recording demonstrating teaching effectiveness as well as a detailed description of their teaching and other professional experiences. They must also submit a writing sample. Piano pedagogy students wishing to complete an emphasis within the Ph.D. program must present an audition of at least 15 minutes.

All international students (whose native language is not English) must present evidence of proficiency in the English language prior to being considered for admission to a graduate degree program. Please consult the Admissions section of this catalog for information on the various ways a graduate applicant may satisfy the English proficiency requirement.

Every student entering a Master of Music, Doctor of Musical Arts or Doctor of Philosophy degree program must take the Preliminary Examinations (proficiencies in musicology, music theory, aural perception and sight-singing). Additional examinations are required as appropriate to the particular degree.

Degree Requirements

Kodály Certificate Program
A Kodály Certificate is awarded upon completion of an 18-hour program of study in Kodály methodology, solfège, and folk song research. The following courses comprise the Kodály certificate program:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Solfege I, MUED 5562</td>
<td>2</td>
</tr>
<tr>
<td>Solfege II, MUED 5572</td>
<td>2</td>
</tr>
<tr>
<td>Kodály Concept I, MUED 5553</td>
<td>3</td>
</tr>
<tr>
<td>Kodály Concept II, MUED 5563</td>
<td>3</td>
</tr>
<tr>
<td>Kodály Concept III, MUED 5573</td>
<td>3</td>
</tr>
<tr>
<td>Folk Song Research, MUED 5582</td>
<td>2</td>
</tr>
<tr>
<td>Kodály-Related Elective(s)</td>
<td>3</td>
</tr>
</tbody>
</table>

To be accepted into this certificate program, the applicant must be admitted as an unclassified student in the Graduate College or as a student in a degree program in the School of Music. The applicant seeking admission as an unclassified student must present a grade point average of at least 3.00 for the last 60 semester hours of undergraduate study, and submit a completed application for graduate admission with official transcripts of all college work to the Office of Admissions of the University. The applicant seeking admission to a degree program should follow the procedure for admission given for the master’s or doctoral program below.

Master’s Degrees

The Master of Music degree (M.Mus.) is awarded upon completion of an approved program of study in performance, choral conducting, instrumental conducting, composition, musicology or music theory. The Master of Music Education degree (M.Mus.Ed.) is awarded upon completion of an approved program of study designed to develop competence as a musician-teacher with emphases in vocal/general, Kodály Concept, choral conducting, instrumental conducting, secondary instruments, and piano pedagogy.

All Master of Music performance and conducting degrees require a recital and a Final Comprehensive Exam. The Master of Music degree in composition requires a recital and a thesis. The Master of Music degrees in musicology and music theory require a thesis. Master of Music Education students may choose, with the approval of their adviser, either to take a Final Comprehensive Exam or write a thesis. A recital is an elective option for the Master of Music Education degree. The thesis option is not available in the Kodály emphasis.

The Final Comprehensive Exam or the Thesis Defense is scheduled upon completion of all requirements for the degree. It is administered by a faculty committee representing the areas of music theory, musicology, and the student’s major field.

PRELIMINARY EXAMINATIONS

All students accepted to the Master of Music or Master of Music Education degrees are required to take a series of Preliminary Examinations prior to enrolling in their first semester of study. These exams are administered the week before classes begin each semester. The Preliminary Examinations serve both as a diagnostic examination in determining areas of deficiency and as a standard for the assessment of basic skills and knowledge requisite to establishing degree candidacy. Failure to complete any area of the Preliminary Examinations upon entering a master’s degree program results in presumed deficiency. The student’s performance on these examinations has no effect on his/her admission status as a graduate student. Under no circumstances, however, will enrollment be continued past two semesters if all Preliminary Examinations have not been satisfactorily completed. The component areas of the Preliminary Examinations are as follows:

Standard Areas—All Degree Students
1. Musicology and Literature.
3. Aural Perception.

Other Examinations
1. Vocal Performance—required for M.Mus.Ed. with vocal emphasis and M.Mus. in choral conducting.
2. Instrumental Performance—required for M.Mus.Ed. with emphasis in string, wind, and percussion instruments.
4. Piano Sight Reading—required for M.Mus. in voice, choral conducting, composition, theory, musicology, and M.Mus.Ed. with emphasis in voice and piano.

5. Vocal Technique—required of M.Mus. in choral conducting (written).

REQUIRED COMPETENCY IN FOREIGN LANGUAGE FOR MM MUSICOLOGY AND MM VOICE MAJORS

Musicology majors are expected to have reading competence in German (or another appropriate language approved by the Musicology faculty) equivalent to satisfactory completion of four semesters of college-level language study, e.g.: OU's courses GERM 1115 Beginning German, GERM 1225 Beginning German - cont., GERM 2113 Intermediate German, and GERM 2223 Intermediate German - cont.

Musicology majors who previously completed similar coursework at other institutions may establish equivalency by providing the university's Department of Modern Languages, Literatures and Linguistics with official transcripts showing the completed coursework.

For those musicology majors who have gained proficiency in German (or another language approved by the Musicology faculty) by other means, equivalency may be established by completing at a satisfactory level an appropriate placement examination administered by the university's Department of Modern Languages, Literatures and Linguistics. It is the student's responsibility to contact that department and make arrangements for testing. Further, it is the student's responsibility to request that the appropriate party in the Department of Modern Languages, Literatures and Linguistics provide the Graduate Music Office with a written report of the test results.

Musicology majors who enter the M.M. program without the required language proficiency in German (or another appropriate language as approved by the Musicology faculty) must enroll in and satisfactorily complete GERM 1115 Beginning German, GERM 1225 Beginning German - cont., GERM 2113 Intermediate German, and GERM 2223 Intermediate German - cont. (MM Musicology majors) may choose to complete some or all of the required language study at another institution during their program at OU. Once the coursework has been successfully completed, the student must provide the university’s Office of Admissions with an official transcript showing the completed work.

Voice majors are expected to have facility in Italian (equivalent to satisfactory completion of OU's courses ITAL 1115, Beginning Italian I, and ITAL 1225, Beginning Italian II), French (equivalent to satisfactory completion OU's course FR 1115, Beginning French), and German (equivalent to satisfactory completion of OU's course GERM 1115, Beginning German).

Voice majors who previously completed similar coursework at other institutions may establish equivalency by providing the university’s Office of Admissions with official transcripts showing the completed coursework.

For those voice majors who have gained proficiency in one or more of these languages by other means, equivalency may be established by completing at a satisfactory level an appropriate placement examination administered by the university’s Department of Modern Languages, Literatures and Linguistics. It is the student’s responsibility to contact that department and make arrangements for testing. Further, it is the student’s responsibility to request that the appropriate party in the Department of Modern Languages, Literatures and Linguistics provide the Graduate Music Office with a written report of the test results.

Voice majors who enter the M.M. program without the required language proficiency in Italian, French, and German must enroll in and satisfactorily complete ITAL 1115, ITAL 1225, FR 1115, and GERM 1115 as needed. These four language courses are letter-graded. Graduate voice majors may, with permission of the course instructor and the Department of Modern Languages, Literatures and Linguistics, opt to take them on a Pass/No Pass basis. This should be done at the time of enrollment. Completed coursework cannot be changed from letter-graded to Pass/No Pass.

(MM Voice majors may choose to complete some or all of the required language study at another institution during their program at OU. Once the coursework has been successfully completed, the student must provide the university’s Office of Admissions with an official transcript showing the completed work.)

GENERAL REQUIREMENTS

A maximum of eight semester hours may be transferred toward a master's degree provided that such a transfer is in accordance with policy established by the Graduate College and the Graduate Studies Committee in Music. All degree requirements must be completed within a five-year period. While certain degree programs may be completed through summer enrollments, candidates for the Master of Music degree in performance must enroll in applied music for a minimum of two consecutive regular semesters.

Curricula leading to the awarding of the master’s degrees are listed as follows:

Master of Music Majors

COMPOSITION

Applied Study in Composition: COMP 5020 (No fewer than eight hours are required and no more than nine hours may be applied to the degree. Composition majors must enroll in COMP 5020 for at least two consecutive 16-week semesters.) .............................................. 8-9
MUS 5112, Bibliography and Research in Music ........................................... 2
Musicology/Music Literature ..................................................................... 6
Music Theory (excluding MUTH 5812, 5822 and Music Technology courses) ................................................................. 6
Ensembles: two semesters of participation on principal instrument or voice in appropriate section of MUTE 51x0 ensemble and/or New Century Ensemble (appropriate section of MUTE 5271) as advised... 2
Recital: GCRE 5051 ............................................................................. 2-3
Electives: as advised ............................................................................. 2-3
Thesis: MUSC 5980 (No more than the four required hours may be applied to the degree) .................................................... 4
Total Credit Hours Required for Degree .................................................. 32

MUSICOLOGY

Required foreign language competence: Courses taken to fulfill this requirement are not included in the 32 hour total.
MUS 5112, Bibliography and Research in Music ........................................... 2
Musicology ............................................................................................. 12
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ................................................................. 6
Electives: as advised. (Electives may be chosen, in consultation with adviser, from any field as long as the course is at the 5000-level or higher) ................................................................. 8
Thesis: MUSC 5980 (No more than the four required hours may be applied to the degree) .................................................... 4
Total Credit Hours Required for Degree .................................................. 32
ORGAN

Applied Study in Organ: ORGN 5020 (No fewer than eight hours are required and no more than 12 hours may be applied to the degree.) Organ majors must enroll in ORGN 5020 for at least two consecutive 16-week semesters.) ................................................................. 8-12

Musicology/Music Literature .................................................... 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 6
Recital: GRRE 5042 ..................................................................... 2
Electives: as advised ......................................................................... 6-10
Total Credit Hours Required for Degree 32

WIND, PERCUSSION, STRINGS (excluding violin, viola, cello and bass)

Applied Study in Major Instrument at the 5020 level: (No fewer than eight hours are required and no more than 12 hours may be applied to the degree.) ......................................................................... 8-12

Musicology/Music Literature .................................................... 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 6
Music Ensembles: Must enroll for credit, participate on principal instrument, and pass at least two semesters of an appropriate large ensemble. Large ensembles are designated MUTE 51x0. Participation in large ensembles for additional semesters is recommended, although no more than four hours may be counted toward degree requirements. ................................................................. 2
Recital: GRRE 5042 ..................................................................... 2
Music Electives: as advised. (No more than two hours of chamber ensembles may count toward degree requirements) .......... 4-8
Total Credit Hours Required for Degree 32

STRING MAJOR WITH EMPHASIS IN VIOLIN, VIOLA, CELLO, OR BASS

Applied Study in Major Instrument at the 5020 level: (No fewer than eight hours are required and no more than 10 hours may be applied to the degree.) ................................................................. 8-10

Musicology/Music Literature .................................................... 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 6
Music Ensembles: Must enroll for credit, participate on principal instrument, and pass four semesters of MUTE 5140, University Orchestra. No more than the four required hours may count toward degree requirements ................................................................. 4
Recital: GRRE 5042 ..................................................................... 2
Music Electives: as advised (No more than two hours of chamber ensembles may count toward degree requirements) .......... 4-6
Total Credit Hours Required for Degree 32

PIANO - PERFORMANCE

Applied Study in Piano: PIAN 5020 (No fewer than eight hours are required and no more than 12 hours may be applied to the degree. Piano majors must enroll in PIAN 5020 for at least two consecutive 16-week semesters) ................................................................. 8-12

Musicology/Music Literature .................................................... 6
Music Theory (excluding MUTH 5812,5822 and Music Technology courses) ............................................................ 6
Recital: GRRE 5042 ..................................................................... 2
Music Electives: as advised ......................................................................... 6-10
Total Credit Hours Required for Degree 32

PIANO - PERFORMANCE AND PEDAGOGY

Applied Study in Piano: PIAN 5020 (No fewer than eight hours are required and no more than 12 hours may be applied to the degree. Piano majors must enroll in PIAN 5020 for at least two consecutive 16-week semesters) ................................................................. 8-12

Musicology/Music Literature .................................................... 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 6
Recital or Workshop: GRRE 5042 or MUED5652 ......................................................................... 2

Music Electives in Music, Music Education, and Piano pedagogy: as advised ........................................................................... 6-10
Total Credit Hours Required for Degree 32

VOICE

Required foreign language competence: Courses taken to fulfill this requirement are not included in the 32 hour total
Applied Study in Voice: VOIC 5020 (No fewer than eight hours are required and no more than 12 hours may be applied to the degree. Voice majors must enroll in VOIC 5020 for at least two consecutive 16-week semesters) ................................................................. 8-12

Musicology/Music Literature .................................................... 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 3
Recital: GRRE 5042 ..................................................................... 2
Music Ensembles: Must enroll for credit, participate, and pass at least two semesters of an appropriate large ensemble. Large ensembles are designated MUTE 51x0. No more than four hours may be counted toward degree requirement ................................................................. 2
Music Electives: as advised (To be selected from graduate offerings in Musicology, Music Literature, Studio Music Technique, Music Education, or a second applied area in which the student may qualify for graduate standing. With the approval of the program advisor, study of languages or courses in drama may be included, provided the student is qualified for enrollment in courses numbered 3000 or higher which carry graduate credit) ................................................................. 7-11
Total Credit Hours Required for Degree 32

MUSIC THEORY

MUS 5112, Bibliography and Research in Music ............................................ 2
Music Theory: three semesters (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 8-9
Musicology, Music Literature ............................................................................. 6
Applied Study in Composition: COMP 5000 (2 semesters) .................. 4
Music Electives: as advised .......................................................................... 7-8
Thesis: MUTH 5980 (No more than the four required hours may be applied to the degree) ................................................................. 4
Total Credit Hours Required for Degree 32

CHORAL CONDUCTING

MUTE 5512, Choral Conducting (No more than the required four hours may be applied to the degree.) ................................................................. 4
MUTE 6152, Choral Score Studies (No more than the required four hours may be applied to the degree) ................................................................. 4
Choral Ensemble: MUTE 51x0 as advised (2 semesters) ......................... 2
Musicology/Music Literature ............................................................................. 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 6
Recital: GRRE 5042 ..................................................................... 2
Electives: as advised (May be chosen from any area in music or, with the program advisor's approval, from related non-music fields) ................. 8
Total Credit Hours Required for Degree 32

INSTRUMENTAL CONDUCTING

MUTE 5522, Instrumental Conducting (No more than the required four hours may be applied to the degree.) ................................................................. 4
MUTE 5532, Instrumental Score Studies (No more than the required four hours may be applied to the degree) ................................................................. 4
Ensembles: MUTE 5130 University Band or MUTE 5140 University Orchestra (2 semesters) ................................................................. 2
Applied Music: Study on primary instrument at 5010-level or study in secondary instruments at 5000-level if the student demonstrates satisfactory competency in primary instrument ................................................................. 4
Musicology/Music Literature ............................................................................. 6
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) ............................................................ 6
Recital: GRRE 5042 ..................................................................... 2
Electives: as advised (May be chosen from any area in music or, with the program advisor's approval, from related non-music fields) ................. 4
Total Credit Hours Required for Degree 32
Master of Music Education

GENERAL CURRICULUM FOR:

- Master of Music Education/Instrumental (Primary Instrument or Secondary Instrument)
- Master of Music Education/General (Vocal/General or Kodály)
- Master of Music/Conducting (Choral or Instrumental)

Instrumental Conducting Emphasis:
- ensembles (MUTE 5160, 5170).
- consist of four hours of Instrumental conducting (MUTE 5522), two hours of score study/instrumental literature (MUTE 5532), and four hours of Choral Conducting (MUTE 5512), four hours of score study/instrumental literature (MUTE 5532), and four hours of applied voice at the 5010 level (contingent upon acceptance to applied study).

PIANO PEDAGOGY

- Kodály Concept Emphasis: The 10-hour emphasis block shall consist of Kodály Concept I (MUED 5553), Solfege I (MUED 5562), Kodály Concept II (MUED 5563), and Solfege II (MUED 5572).

Conducting Major
- Choral Conducting Emphasis: The 10-hour emphasis block shall consist of four hours of Choral Conducting (MUTE 5512), four hours of score study/instrumental literature (MUTE 6152), and two hours of choral ensembles (MUTE 5160, 5170).

Instrumental Conducting Emphasis: The 10-hour emphasis block shall consist of four hours of Instrumental conducting (MUTE 5522), two hours of score study/instrumental literature (MUTE 5532), and four hours of advised electives in music education.

PIANO PEDAGOGY

- Introduction to Research in Music Education, MUED 5212........2
- Current Trends in Music Education, MUED 5212..........................2
- Choose one of the following:
  - Measurement/Evaluation in Music Education (MUTE 6212), or
  - Psychological Foundations in Music Education (MUTE 6022), or
  - Sociological Foundations in Music Education (MUTE 6032)........2
- Music Theory (excluding MUTH 5812, 5822)..................................3
- One approved academic course outside music or one additional music theory course.................................................................3
- Musicology/Ethnomusicology............................................................6
- Degree Emphasis Coursework (see below).................................10
- Electives in Musicology and Literature, Ethnomusicology, Theory, Conducting, Composition, Applied Music, Music Education, *Thesis..............................................................4
- Total Credit Hours Required for Degree.................................32

*Thesis option must be approved by student's advisory committee no later than second semester of study.

Degree Emphasis Coursework Specifications:

Instrumental Major

Instrumental Emphasis (Primary): The 10-hour emphasis block shall consist of four hours of MUED 5970 (Seminar in Instrumental Teaching) and six hours of applied instrument study at the 5010 level (contingent upon acceptance to applied study).

Instrumental Emphasis (Secondary): The 10-hour emphasis block shall consist of four hours of MUED 5970 (Seminar in Instrumental Teaching) and six hours of applied instrument study at the 5000-level (contingent upon acceptance to applied study).

General Major

Vocal/General Emphasis: The 10-hour emphasis block shall consist of Vocal Pedagogy I (MUED 5522), Solfege I (MUED 5562), one hour of Multicultural Music Seminar (MUED 5970), one hour of Choral Conducting Seminar (MUED 5970), and four hours of applied voice at the 5010 level (contingent upon acceptance to applied study).

Kodály Concept Emphasis: The 10-hour emphasis block shall consist of Kodály Concept I (MUED 5553), Solfege I (MUED 5562), Kodály Concept II (MUED 5563), and Solfege II (MUED 5572).

Conducting Major

Choral Conducting Emphasis: The 10-hour emphasis block shall consist of four hours of Choral Conducting (MUTE 5512), four hours of score study/instrumental literature (MUTE 6152), and two hours of choral ensembles (MUTE 5160, 5170).

Instrumental Conducting Emphasis: The 10-hour emphasis block shall consist of four hours of Instrumental conducting (MUTE 5522), two hours of score study/instrumental literature (MUTE 5532), and four hours of advised electives in music education.

PIANO PEDAGOGY

- Adviced Electives for Piano Pedagogy (see list of suggestions below)...2
- Electives in Musicology and Music Literature, Ethnomusicology, Theory, Conducting, Composition, Applied Music, Music Education, Piano Pedagogy, or Piano Literature........................................4
- Total Credit Hours Required for Degree........................................32

Suggested advised electives for M.M.Ed. Piano Pedagogy majors:
- Recital, GMER 5052.................................................................2
- Piano Literature I or II, MULI 5423 or 5433.................................3
- Current Trends in Piano Pedagogy, MUED 5632..........................2
- Teaching Intermediate & Advanced Piano Students, MUED 5662....2
- Ensemble Music in Piano Teaching.............................................2
- Internship in Piano Teaching, MUED 5642.................................2
- PIAN 5010............................................................................2-4
- Applied Research in Piano Pedagogy............................................2
- Readings and Writings for Piano Pedagogy.................................2

Doctoral Degrees

The Doctor of Musical Arts (D.M.A.) degree is awarded upon completion of an approved program of study in performance, composition, choral or instrumental conducting. The objectives of the program include the development of the artist-teacher and musician-scholar for professional careers in higher education.

The Doctor of Philosophy (Ph.D.) degree in music education is awarded upon completion of an approved program encompassing study in music education, musicology, music theory, and applied music. The objective of the program is to prepare the musician-scholar-teacher to be a person who displays a high level of mastery in teaching and musicianship and contributes to the solution of professional problems through scholarly research and publication.

The D.M.A. and Ph.D. degrees signify a comprehensive knowledge of the field of Western music with particular emphasis in the area of concentration. The programs require the completion of an approved program of study; satisfactory completion of a comprehensive General Examination, which is both written and oral; and the preparation and defense of a dissertation or research document demonstrating high standards of scholarship contributing significantly to existing knowledge.

ADMISSION

To be admitted in full standing to the Graduate College and the School of Music for study leading to the D.M.A. or Ph.D. degrees, the applicant must:

- Hold a master's degree in music education (or the equivalent) from an accredited college, university, or comparable institution;
- Present a grade point average of at least 3.00 for all previous work;
- Submit a completed application for graduate admission with official transcripts of all college work to the Admissions Office of the University;
- Submit a completed personal data form and copies of all transcripts to the School of Music's Graduate Studies Office;
- Submit three letters of reference to the School of Music's Graduate Studies Office;
- Submit a double-spaced typed paper of five pages or more that illustrates the applicant's best writing and research skills (e.g.: a term paper completed as part of master's level work, a research paper, a critical analysis, or an article suitable for publication) to the School of Music's Graduate Studies Office;
- Demonstrate competence and give evidence of significant achievement and experience in the proposed major field (audition and other supporting data).

Applicants with a grade point average of 2.75 to 3.0 may be able to qualify for conditional admission provided they show evidence of strong potential for professional success.

All international students (whose native language is not English) must present evidence of proficiency in the English language prior to being considered for admission to a graduate degree program. Please consult the Admissions section of this catalog for information on the various ways a graduate applicant may satisfy the English proficiency requirement.
PRELIMINARY EXAMINATIONS

Student academic and musical abilities are assessed by means of the Preliminary Examinations, which are prepared, administered, and evaluated by the School of Music faculty. The Preliminary Examinations include written tests in aural perception and sight singing, music theory, and musicology/music literature; performance in the student’s principal performing medium; piano performance; and piano sight reading.

The examinations are administered during the week prior to the first day of class at the beginning of each semester. Results are used by the student and adviser in planning an appropriate program of study.

The student’s performance on these examinations has no effect on his/her admission status as a doctoral student. All Preliminary Exams must be satisfactorily completed by the beginning of the third semester of enrollment.

PROBLEM OF RESEARCH

At the time of admission, the student is assigned to a faculty member who serves as program adviser. The program adviser is responsible for advising the student on all matters pertaining to the program of study, including the selection of courses.

COMMITTEE CHAIR

A faculty member who teaches in the student’s major area of study (applied music, composition or conducting) serves as the Doctoral Committee Chair since he or she possesses expertise in the research document topic. The Committee Chair also oversees preparation and evaluation of recitals, guides research for the document, and serves as Chair of the final oral examination.

In those instances where the faculty member in the student’s major area of study does not hold the appropriate graduate faculty ranking, that person may serve as Co-Chair of the Doctoral Advisory Committee with a faculty member who does hold the appropriate graduate faculty ranking.

DOCTORAL ADVISORY COMMITTEE

Each student is counseled by an Advisory Committee comprised of five members of the graduate faculty. As soon as it is practical, the advisory committee is selected jointly by the student and program adviser. The student contacts each member of the prospective committee to secure their willingness to serve on the committee, and, since this usually occurs before the Advisory Conference Report is completed, the student obtains the signature of each member on the School of Music Doctoral Advisory Committee form. The committee must include two professors representing the major field of study, a professor representing musicology/music literature, a professor representing music theory, and a professor from some other discipline.

Preliminary Examinations are reconstituted to provide additional expertise appropriate to the document.

Advisor’s Conference Report

The Advisory Conference Report affords the opportunity for a thorough review of previous study, professional interests and tentative matriculation plans. It is normally prepared jointly by the program adviser and student when the latter has earned at least 12, but not more than 30 doctoral credits. It is then circulated to all advisory committee members for approval and/or recommendations. The report specifies the requirements for the completion of the degree and thus constitutes an agreement between the student, advisory committee, and Graduate College. It must be submitted to and accepted by the Graduate College through the Graduate Music Office prior to attempting the General Examination. Subsequent changes in the content of the report can be made only with the approval of the program adviser, advisory committee, Coordinator of Graduate Studies in Music, and the Dean of the Graduate College.

RESIDENCY REQUIREMENTS

The student must be in residence as a full-time student for two consecutive regular semesters (fall/spring or spring/fall). A minimum of nine hours of approved coursework and/or approved research must be completed each semester of the year in residence (six hours if the student is appointed as a .50 FTE graduate assistant). No employment in excess of that normally expected of graduate assistants should be accepted by the student.

TOOLS OF RESEARCH

“Tools of Research,” as the term is used by the School of Music, are those resources doctoral students are expected to be able to access in order to conduct, analyze, and report research and/or perform creative activity. Depending upon the degree program, these resources range from familiarity with a standard bibliographic style to use of computer programs to performance of statistical analysis to fluency in one or more foreign languages. If students do not have these abilities when they enter the program, they must acquire them before they will be permitted to apply for the General Examinations. Any coursework taken to acquire a Tool of Research will not apply to the 90 hours required for the degree.

The most common Tools of Research for the Doctor of Musical Arts degree are knowledge of current bibliographic and research methodologies and, for some students, knowledge of certain foreign languages.

MUS 5112. Bibliography and Research in Music, is a “research tool” course required for all University of Oklahoma D.M.A. programs. Because, however, many students enter the D.M.A. program having successfully completed similar courses at other institutions, we make provision for those students to petition to have this requirement waived on the basis of proven course equivalency, to-wit: With approval of his/her respective program adviser, a student who has completed equivalent coursework at another institution may petition the Coordinator of Graduate Studies to waive this research course from his/her OU degree programs. Consult the School of Music for more information on this matter.
While Voice and Choral Conducting majors have specific language requirements, knowledge of one or more foreign languages may be required of any D.M.A. student where such knowledge is essential to research for the document.

**Voice majors** are expected to have facility in Italian (equivalent to satisfactory completion of OU’s courses ITAL 1115, *Beginning Italian I* and ITAL 1225, *Beginning Italian II*), French (equivalent to satisfactory completion of OU’s course FR 1115, *Beginning French*), and German (equivalent to satisfactory completion of OU’s course GERM 1115, *Beginning German*).

With permission of their program adviser, **voice majors** who previously completed similar coursework at other institutions may establish equivalency by providing the university’s Office of Admissions with official transcripts showing the completed coursework.

For those **voice majors** who have gained proficiency in one or more of these languages by other means, equivalency may be established by completing at a satisfactory level an appropriate placement examination administered by the university’s Department of Modern Languages, Literatures and Linguistics. It is the student’s responsibility to request that the appropriate party in the Department of Modern Languages, Literatures and Linguistics provide the Graduate Music Office with a written report of the test results.

**Voice majors** who enter the D.M.A. program without the required language proficiency in Italian, French, and German must enroll in and satisfactorily complete ITAL 1115, ITAL 1225, FR 1115, and GERM 1115 as needed.

**DMA Voice majors** may choose to complete some or all of the required language study at another institution during their program at OU. Once the coursework has been successfully completed, the student must provide the university’s Office of Admissions with an official transcript showing the completed work.

**Choral conducting majors** will be expected to demonstrate facility in pronouncing and translating German, French, and Latin. The graduate choral conducting professor will administer these exams at the time of matriculation. Each student will be given approximately one day to prepare a reading (in the original language) and a translation in English of three choral texts. Both the reading and the translation will be delivered orally before the Director of Graduate Choral Studies. This examination is meant to be more a test of pronunciation skill than of translating ability. Unsatisfactory performance on this examination will necessitate either satisfactory completion of appropriate coursework or reexamination.

**GENERAL EXAMINATION**

The General Examination is designed to evaluate the student’s ability to integrate knowledge, apply theoretical concepts, demonstrate skills and draw conclusions. Although it is composed of many parts, the examination is regarded as one entity and is evaluated as such. It normally covers coursework completed for both the master’s and doctoral degrees as well as general musical knowledge normally acquired through independent study and professional experience. It focuses on the major field of concentration, musicology/music literature, music theory, musical styles, and a minor or related area if one has been developed.

The General Examination includes both written and oral components and is normally scheduled when the student has completed most, if not all, of the coursework. The examination must be completed no less than seven months before receiving the degree. The General Examination is administered once each term at specified times.

Before taking the General Examination, the student must have removed deficiencies and demonstrated competence in research. Ordinarily, demonstration of competence in research entails successful completion of Music 5112 (DMA) or MUED 5212 and MUED 6222 or 6242 (Ph.D.). The student must receive the approval of the Advisory Committee and the Graduate College to take the examination.

Degree candidacy is attained by satisfactory completion of the General Examination. If the student fails the examination, it may be repeated once only, during the following semester or later, with the permission of the Advisory Committee.

**Dissertation or Document**

A dissertation (Ph.D.) or document (D.M.A.) is required of each candidate. The manuscript is expected to demonstrate high standards of scholarship and contribute significantly to existing knowledge. Students should begin thinking about a topic early during the coursework so they may be ready to formally present the topic proposal as soon as the general examination has been passed. Presentation of a topic prior to passing the general examination requires special permission from all members of the advisory committee.

(Special Note on the DMA Document: Although the DMA document is more limited in scope than a dissertation, it will demonstrate high standards of scholarship and contribute to existing knowledge. Where performance is the major field, the document will normally be concerned with such areas as performance practices, human physiology, acoustics, psychology, aesthetics, teaching methods and materials, translations of major vocal works, the editing of early, lesser-known compositions, analyses of important musical works, and biographies. For composition majors the final project will comprise one or more original major works. An accompanying written document may be in a related field. Where conducting is the major field, the document will be concerned with such areas as performance practices, teaching methods and materials, the editing of early music, aesthetics, or psychology.)

**PROPOSAL**

Once a potential topic has been identified, a written proposal is prepared under the guidance of the major professor and other members of the Advisory Committee. The proposal of a DMA document will normally include an introduction, a discourse on the nature and importance of the topic, a detailed outline (chapter by chapter) of the projected document, and a substantive bibliography of sources pertaining to the topic. The proposal of a Ph.D. Dissertation should include an introductory section, a clearly defined statement of the purpose and limitations of the project, a statement about the need and importance of the proposed research, a review of related literature, a discussion of methods and procedures to be employed in completing the project, a detailed outline of the projected dissertation, and a substantive bibliography of sources pertaining to the topic. The written proposal must receive the approval of the candidate’s Advisory Committee.

**ENROLLING IN DOCUMENT/ DISSERTATION HOURS**

Permission to enroll in MUS 6880 (Doctor of Musical Arts Project) or MUED 6980 (Research for Ph.D. Dissertation) may be granted during any enrollment period in which serious work on the document/dissertation proposal is undertaken. Following the initial enrollment in MUS 6880/MUED 6980, a doctoral student must maintain continuous enrollment during each regular semester (fall/spring) in at least two hours of MUS 6880/MUED 6980 until the requirements for the degree have been completed or degree candidacy is discontinued. See the Graduate College *Bulletin* or website for further information about the continuous enrollment requirement.

**WRITING THE DISSERTATION/DOCUMENT**

During the research and writing of the document, the candidate is advised to consult regularly with the major professor and from time to time with the other members of the Advisory Committee. The major professor bears the major responsibility for guiding the research efforts of the doctoral candidate and asserts strong supervision over the project to insure exhaustive research of the topic, a thorough and complete report of the findings, a logical organization of the paper, correct grammar, proper spelling, acceptable writing style and appropriate format. Before other members of the Advisory Committee receive the document/dissertation for review (either in parts or whole), the paper should be at a stage of progress and level of scholarship suitable for critical examination.

**THE FINAL ORAL EXAMINATION**

All Graduate College directives and deadlines must be carefully observed in the preparation of the reading copy and final copy of the document/dissertation, the scheduling of the Final Oral Examination, and the eventual deposition of the document/dissertation in Bizzell Library. Each student
should follow the “Graduate College Guidelines Regarding the Dissertation and the Final Oral Examination.” Copies are available in the office of the Graduate College or on their website (http://gradweb.ou.edu).

One month prior to the proposed Final Oral Examination date, the candidate must present a reading copy of the document/dissertation to all members of the advisory committee for critical examination and comment. The ‘reading copy’ is a completed copy of the final draft of the document or dissertation formatted to meet the Graduate College requirements as to margins, title page, copyright page, pagination, etc. It does NOT have to be on the 100% cotton bond paper required for the final version. At least five members of the committee must read the document/dissertation and accept or reject it. If the document receives tentative acceptance from the committee and the indicated corrections and/or revisions are minimal, then the candidate may begin preparation of the final draft of the document/dissertation.

On or before the Graduate College reading copy deadline, the candidate must present to the Dean of the Graduate College a typewritten, unbound copy of the complete document/dissertation and abstract (the latter not exceeding 350 words) in order to secure permission to take the Final Oral Examination.

The Final Oral Examination may take place on or before the published deadline. The student must contact each member of the Advisory Committee prior to setting and confirming the date and time of the Final Oral Examination. This examination is primarily a defense of the document/dissertation, although other areas may be covered if the committee deems it appropriate. The Final Oral Examination is open to the public.

**USE OF HUMAN SUBJECTS**

Approval for research involving the use of human subjects, including the administration of all surveys or interviews, must be obtained through the Institutional Review Board. If a student does not receive this approval in advance, the student’s research may be jeopardized and he/she could be restricted from using any information gathered prior to approval of the protocol in the document. For further information about the approval process, or to obtain application forms, contact the Office of Research Administration at (405) 325-4757 or http://research.ou.edu/.

**TRANSFER CREDIT**

A master’s degree or the equivalent may be transferred to doctoral programs up to a maximum of 32 semester hours. Credit earned beyond the master’s level may be applied to degree requirements in accordance with policy established by the Graduate College and the Graduate Studies Committee in Music.

**TIME LIMIT**

All work for the Doctor of Musical Arts or Doctor of Philosophy in Music Education degrees, including the Final Oral Examination, must be completed within nine years from the date of enrollment in the first coursework to be applied to the program. A doctoral student who enters the University of Oklahoma with a master’s degree must take the General Examination within four calendar years from the date of admission to the program. He/she is expected to complete all degree requirements within five years after passing the General Examination.

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**Additional Requirements for the D.M.A. Degree**

**PERFORMANCE MAJORS**

Performance majors must present an on-campus audition of one hour in the principal applied music area. The audition should feature works of contrasting styles, chosen to demonstrate musicianship and technical proficiency. Voice and piano majors must present the entire audition from memory. Organ, string, wind and percussion majors must perform a portion of the audition from memory. In addition, the applicant should submit printed programs of concerts and/or recitals played or sung.

If an applicant has fulfilled all application requirements except for the audition and is prevented by special circumstances from traveling to Norman to perform the audition, he/she may be considered, at the discretion of the audition committee, for conditional admission to the degree program by submitting a recorded audition. This shall be a recent recording of 30 minutes of music. Please note that a live audition is required in piano and voice. Applicants conditionally accepted on the basis of a recorded audition must present a satisfactory, one-hour, live audition during the first semester of study in order to qualify for admission in full standing and continue in the program.

**COMPOSITION MAJORS**

Applicants seeking admission in composition should present in an interview before a faculty committee a one-hour audition of at least three original works (recorded or live). Scores of the works presented in the one-hour audition recital, as well as a list of all original works and their performances, should also be submitted.

If an applicant has fulfilled all application requirements except for the live presentation and interview and is prevented by special circumstances from traveling to Norman for the presentation and interview, he/she may be considered, at the discretion of the composition faculty, for conditional admission to the degree program by submitting two scores of recent works with accompanying performance recordings (if available). Applicants thus conditionally accepted must complete an interview with the composition faculty and present a one-hour audition recital (live or recorded) during the first semester of study in order to qualify for admission in full standing and continue in the program.

**CONDUCTING MAJORS**

Applicants seeking admission in choral or instrumental (wind track or orchestral track) conducting must present a 45-minute conducting audition with a University ensemble. The audition consists of a 25-minute rehearsal of a work chosen and prepared by the applicant and a 20-minute rehearsal of a work chosen by the director of choral or instrumental activities and conducted at sight by the applicant.

Prospective students must also submit a videotape of a recent ensemble performance and/or rehearsal conducted by the applicant and a detailed description of the applicant’s program (ensemble size, ability of performers, rehearsal and performance schedule, repertoire, etc.).

If an applicant has fulfilled all application requirements except for the audition and is prevented by special circumstances from traveling to Norman to perform the audition, he/she may be considered, at the discretion of the audition committee, for conditional admission to the degree program by submitting a recent videotaped recording of an ensemble rehearsal. Applicants conditionally accepted on the basis of a recorded audition must present a satisfactory, 45-minute conducting audition during the first semester of study in order to qualify for admission in full standing and continue in the program.
SPECIAL NOTE: D.M.A. auditions are scheduled throughout the academic year at times mutually convenient to both applicants and faculty. Applicants should consult the Coordinator of Graduate Studies in Music or the applied music faculty member in their field to schedule this audition. The applicant should prepare a vita describing his/her professional preparation and experience and a list of repertoire performed or composed. The copies should be made for distribution to the faculty attending the audition.

Course Requirements

The program requires a minimum of 90 hours of approved graduate study distributed in the following manner:

COMPOSITION

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study (if essential to research for document).

**Major Applied Coursework:** (No more than the required 13 hours of Composition and the three hours of required Advanced Orchestration may be applied to the degree.)
COMP 6020, Composition...............................................13
MUTH 5913, Advanced Orchestration.................................3
Musicology/Music Literature..............................................9
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses)..................................................5
Ensembles: two semesters of participation on principal instrument or voice in appropriate section of MUTE 51xx ensemble and/or New Century Ensemble (appropriate section of MUTE 5271) as advised.2
Recitals: (enrollment in three semesters as advised of GDMA 6042, Graduate Recital DMA and/or LDMA 6052, DMA Lecture/Recital)6
Electives: as advised ......................................................13
Written Document: MUS 6880, DMA Project (No more than the eight required hours may be applied to the degree.)8
Master's Degree or Equivalent ........................................32
Total Credit Hours Required for Degree ..........................90

ORGAN

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study if essential to research for document.

**Applied Study in Organ:** ORGC 6020 (No more than the required 16 hours may be applied to the degree.)..................16
Musicology/Music Literature..............................................9
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses)..................................................5
Recitals: (enrollment in three semesters as advised of GDMA 6042, Graduate Recital DMA and/or LDMA 6052, DMA Lecture/Recital)6
Electives: as advised ......................................................13
Written Document: MUS 6880, DMA Project (No more than the six required hours may be applied to the degree.)6
Master's Degree or Equivalent ........................................32
Total Credit Hours Required for Degree ..........................90

WIND, PERCUSSION, STRINGS

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study if essential to research for document.

**Applied Study in Major Instrument at the 6020 level:** (No more than the required 16 hours may be applied to the degree.)16
Musicology/Music Literature..............................................9
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses)..................................................5
Recitals: (enrollment in three semesters as advised of GDMA 6042, Graduate Recital DMA and/or LDMA 6052, DMA Lecture/Recital)6
Electives: as advised ......................................................13
Written Document: MUS 6880, DMA Project (No more than the six required hours may be applied to the degree.)6
Master's Degree or Equivalent ........................................32
Total Credit Hours Required for Degree ..........................90

PIANO PERFORMANCE

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study if essential to research for document.

**Applied Study in Piano:** PIAN 6020 (No more than the required 16 hours may be applied to the degree.).................................16
Musicology/Music Literature..............................................9
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses)..................................................5
Recitals: (enrollment in three semesters as advised of GDMA 6042, Graduate Recital DMA and/or LDMA 6052, DMA Lecture/Recital)6
Electives: as advised ......................................................13
Written Document: MUS 6880, DMA Project (No more than the six required hours may be applied to the degree.)6
Master's Degree or Equivalent ........................................32
Total Credit Hours Required for Degree ..........................90

PIANO PERFORMANCE AND PEDAGOGY

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study if essential to research for document.

**Applied Study in Piano and Piano Pedagogy:**
MUTH 5812, Doctoral Workshop in Piano Pedagogy (one semester).............................3
Written Document: MUS 6880, DMA Project (No more than the six required hours may be applied to the degree.)6
Master's Degree or Equivalent ........................................32
Total Credit Hours Required for Degree ..........................90

VOICE

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study: minimum of ITAL 1115, ITAL 1225, FR 1115, GERM 1115 or equivalent. Further study as required if essential for research for document.

**Applied Study in Voice:** VOIC 6020 (No more than the required 16 hours may be applied to the degree.).................................16
Musicology/Music Literature..............................................9
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses)..................................................5
Recitals: (enrollment in three semesters as advised of GDMA 6042, Graduate Recital DMA and/or LDMA 6052, DMA Lecture/Recital)6
Electives: as advised ......................................................13
Written Document: MUS 6880, DMA Project (No more than the six required hours may be applied to the degree.)6
Master's Degree or Equivalent ........................................32
Total Credit Hours Required for Degree ..........................90

CONDUCTING - CHORAL

**Tools of Research:** (Courses taken to fulfill this requirement are not included in the 90 hour total.)
MUS 5112, Bibliography and Research in Music or equivalent.
Foreign language study: as advised and if essential for research for document.
CONDUCTING — INSTRUMENTAL/ORCHESTRAL AND INSTRUMENTAL WIND

Tools of Research: (Courses taken to fulfill this requirement are not included in the 90 hours total.)
- MUS 5112, Bibliography and Research in Music or equivalent
- Foreign language study (if essential to research for document)

MUTE 6222, Instrumental Conducting (No more than the required eight hours may be applied to the degree.) .......................... 8
MUTE 6162, Instrumental Score Studies (No more than the required eight hours may be applied to the degree.) .......................... 8
Musicology/Music Literature .................................................. 9
Music Theory (excluding MUTH 5812, MUTH 5822, and Music Technology courses) .................................................. 8
Recitals: (enrollment in three semesters as advised of GDMA 6042, Graduate Recital DMA and/or LDMA 6052, DMA Lecture/Recital)... 6
Electives: as advised .............................................................. 13
Written Document: MUS 6880, DMA Project (No more than the six required hours may be applied to the degree.) .................. 6
Master's Degree or Equivalent .................................................. 32
Total Credit Hours Required for Degree .................................. 90

Public Performance Requirements

Major in Performance. A minimum of three public performances is required. At least two performances must be full-length solo recitals. The remaining performance may be either a lecture recital or chamber music recital. A student who has an opportunity to perform a concerto with an orchestra or to appear in a major operatic role may apply for evaluation of such performances as a portion of their recital requirements. A student who has presented performances of original compositions during regular School of Music concerts or off-campus performances may apply for evaluation of such performances as a portion of their recital requirements.

Major in Choral Conducting. Three public performances are required. Performing groups may consist of a school or college choir (including University of Oklahoma choral groups, directly under the supervision of the student), a church or community choral group, or a professional choral ensemble. The first recital should be a performance of approximately 30 minutes involving supervised score preparation and appropriate research. The second should be a performance of approximately one hour involving works representing at least three historical style periods and two foreign languages. The third recital (also one hour in length) should include the performance of a larger work, preferably related to the written document. A capella works, as well as compositions accompanied by an instrumental ensemble, must be represented within the total recital requirement.

Major in Instrumental Conducting. Three public performances are required. At least two performances must be full-length recitals. The remaining performance may be a lecture recital related or not related to the document topic. Recital literature may be selected from the large and/or small instrumental repertoire. Chamber music selections must include groups of eight or more musicians, not including the conductor. Performing groups may consist of a college ensemble (including University of Oklahoma groups under the supervision of the student), or an ensemble of community and/or professional musicians.

Additional Requirements for the Ph.D. Degree

ADMISSION

In addition to the general admission requirements given earlier, prospective Ph.D. students must give evidence of successful completion of two years of full-time music teaching experience at the elementary, secondary, and/or college level, or the equivalent. Second, applicants must submit a recent video recording of performing groups, classroom or private instruction, or ensemble rehearsal which demonstrates teaching effectiveness. Applicants may request an on-site observation by music faculty in lieu of a recording. Applicants must bear all costs. Third, applicants should submit a detailed description of their teaching and other professional experiences.

Course Requirements

The program requires a minimum of 93 hours of approved graduate study distributed in the following manner:

- Foundations of Music Education ........................................... 12
- MUED 6012, Phil. Found. of Music Educ. .............................. 2
- MUED 6022, Psych. Found. of Music Educ. ........................... 2
- MUED 6032, SocioL. Found. of Music Educ. .......................... 2
- Electives in Music Education* .............................................. 6
- Research in Music Education .............................................. 14
- MUED 5212, Research in Music Education, ......................... 2
- MUED 6242, Quantitative Research in Music Educ., or ...... 2
- MUED 6222, Qualitative Research in Music Education ........ 2
- MUED 6980 Dissertation ...................................................... 10
- Degree Emphasis (electives)§ ............................................. 20
- Professional Support Areas .................................................. 15
- Musicology ........................................................................... 6
- Music Theory (excluding 5812, 5822)§ ............................... 6
- Elective in MUSC or MUTH ................................................... 3
- Master's Degree or Equivalent (Maximum) ......................... 32

Total Hours ............................................................................. 93

* For piano pedagogy emphasis, MUED 5612 and 5622, Piano Pedagogy I and II are required.
§ Electives may be used to expand competency in music education, musicology/music literature, and/or music theory, or develop a related area of study in applied music, piano pedagogy, composition, conducting, music theater, education, psychology, or some other appropriate field which focuses on the career needs of the student.
* Practicum I and II, MIDI I and II, and Jazz Improvisation count only as general electives on graduate music degree programs and not as theory electives.
Areas of Emphasis include:

**EMPHASIS IN THE KODÁLY CONCEPT**

Students wishing to complete an emphasis in the Kodály Concept must enroll in 14 semester hours of coursework as specified below. This 14-hour component will comprise part of the block of 20 hours of electives in the degree program: MUED 5553, Kodály Concept I; MUED 5563, Kodály Concept II; MUED 5573, Kodály Concept III; MUED 5582, Folk Song Research; and a Kodály-related elective.

**EMPHASIS IN CHORAL CONDUCTING**

Students wishing to complete an emphasis in Choral Conducting must enroll in 12 semester hours of coursework as specified below. This 12-hour component will comprise part of a block of 20 hours of electives in the degree program: MUTE 6252, Choral Conducting (4); MUTE 6152, Choral Score Studies (4); MUTE 5160, University Chorale (1); and MUED 5990, Special Studies in Choral Methods (3).

**EMPHASIS IN INSTRUMENTAL CONDUCTING**

Students wishing to complete an emphasis in Instrumental Conducting must enroll in 12 semester hours of coursework as specified below. This 12-hour component will comprise part of a block of 20 semester hours of electives in the degree program: MUTE 6262, Instrumental Conducting (4); MUTE 6162, Instrumental Score Studies (4); MUTE 5130, Band, or MUTE 5140, Orchestra (2); and RPHD 6022, Recital, or approved elective in instrumental music (2).

**EMPHASIS IN PIANO PEDAGOGY**

Students wishing to complete an emphasis in piano pedagogy should complete the 20-hour block with electives in music, music education, and piano. Following are some suggested courses: Piano 6010 (4-8); MULI 5423 and 5433, Keyboard Literature (3-6); MUTE 5612, Advanced Group Piano (2); MUED 5632, Current Trends in Piano Pedagogy (2); MUED 5642, Internship in Piano Teaching (2); MUED 5662, Teaching Intermediate & Advanced Piano Students (2); MUED 5672, Ensemble Music in Piano Teaching; RPHD 6022, Ph.D. Recital (2); MUED 6652, Doctoral Workshop in Piano Pedagogy; Electives in musicology, music literature, music theory, music technique, or electives outside the School of Music.
During the summer, faculty members work professionally in a variety of musical theatre venues. In addition, the majority of the students in the department secure summer employment and performance contracts with professional theatres and entertainment venues throughout the country.

Special Facilities and Programs
The Department’s administrative and faculty offices are located in Carpenter Hall. The Musical Theatre Dance studio and Performance Classroom are also located here, along with all voice studios. The Fine Arts Center contains the 600-seat Rupel Jones Theatre and the 250-seat Weitzenhoffer Theatre as well as classrooms and studios used by drama, dance, and musical theatre. The Catlett Music Center houses the Paul F. Sharp Concert Hall, the Morris R. Pittman Recital Hall, the Grayce B. Kerr Gothic Hall, as well as the FACTS Box Office for all Weitzenhoffer Family College of Fine Arts productions and concerts. In addition, Catlett houses many of the School of Music classrooms and rehearsal halls which include state of the art technology. The exquisitely renovated and restored Donald W. Reynolds Performing Arts Center (formerly historic Holmberg Hall) is used for opera productions, faculty studios and the School of Dance offices.

The A. Max Weitzenhoffer Department of Musical Theatre presents a major production each semester. Many of our students also participate in other University Theatre productions. Additional opportunities include cabaret/review performances for community and statewide audiences.

Scholarship Information
A number of scholarships, awards and tuition waivers are available to qualified students each academic year. Applications for scholarships and waivers are available through the A. Max Weitzenhoffer Department of Musical Theatre office in Carpenter Hall. Initial scholarship considerations and offers are made following admission auditions in the spring. Scholarships and waiver renewals are automatically considered each spring. Additional non-departmental scholarships and financial aid are available through the University of Oklahoma office of Financial Aid Services. These applications must be made separately, but often with departmental assistance. The following are available through the Department to qualified students:

- A. Max Weitzenhoffer Musical Theatre Scholarship
- Aileen Simms Calvert Musical Theatre Scholarship
- Ben Barnett Scholarship
- Music Theatre/Opera Guild Scholarship
- Musical Theatre Non-Resident Tuition Waiver
- Musical Theatre Resident Tuition Waiver
- Theatre Guild Scholarship

For specific information and deadlines, contact the A. Max Weitzenhoffer Department of Musical Theatre at (405) 325-0538.
Graduate College

Norman Campus
731 Elm Avenue
Norman, OK 73019-2115
Phone: (405) 325-3811
FAX: (405) 325-5346

Tulsa Campus
4502 E. 41st St.
Tulsa, OK 74135
Phone: (918) 660-3660
FAX: (918) 660-3660
TDD: (405) 325-6914

e-mail: gradinfo@ou.edu
Internet: http://gradweb.ou.edu or http://tulsagrad.ou.edu

The goals of the Graduate College mission are to provide leadership and service and to enhance the quality of graduate education and research/creative activity.

Table of Contents
General Information ...........................................264
Graduate Degrees Offered.....................................266
Admission Information..........................................269
Cost and Financial Support ...................................274
Enrollment, Grades, and Graduation .....................276
Graduate College Standards .................................278
Information for Master’s Students..........................280
Information for Doctoral Students .......................285

General Information

Administrative Officers
T.H. Lee Williams, Ph.D., Vice President for Research and Dean of the Graduate College
William O. Ray, Ph.D., Dean of the Graduate College in Tulsa
Janis M. Paul, Ph.D., Assistant Dean and Director of the English Assessment Program

Created by the Oklahoma Territorial Legislature in 1890, the University of Oklahoma is a doctoral degree-granting research university serving the educational, cultural, economic and health care needs of the state, region and nation. The Norman campus serves as home to all of the University’s academic programs except health-related fields. Both the Norman and Health Sciences Center colleges offer programs at the Schusterman Center, the site of OU-Tulsa. The OU Health Sciences Center, which is located in Oklahoma City, is one of the only four comprehensive academic health centers in the nation with seven professional colleges. OU enrolls almost 30,000 students, has more than 2,000 full-time faculty members, and has 20 colleges offering 152 majors at the baccalaureate level, 160 majors at the master’s level, 80 majors at the doctoral level, 38 majors at the first professional level, and 18 graduate certificates. The university’s annual operating budget is $1.2 billion. The University of Oklahoma is an equal opportunity institution.

The University’s main campus and the offices of administration are located in Norman. The OU Health Sciences Center has its headquarters in Oklahoma City for the University’s seven professional colleges; it also offers programs at OU-Tulsa. At OU-Tulsa, the majority of programs are located at the Schusterman Center; others are located at area clinics and hospitals.

Students also are enrolled in OU courses on U.S. military bases around the world and through the College of Liberal Studies’ innovative programs for nontraditional students. In addition, a wide variety of courses and programs is offered through the College of Continuing Education.

The Norman campus is home to a broad array of programs and facilities that enhance the University’s educational mission. Immediately adjacent to the central campus in Norman is the south campus, site of the Law Center, the Sam Noble Oklahoma Museum of Natural History, and the OU Foundation, the University apartments, Lloyd Noble Center, the Research Campus, the tennis complex, and the Jimmie Austin University of Oklahoma Golf Course.

At its north campus location, one mile from the central campus, the University houses University Computing Services; Max Westheimer Airpark, the University-operated airport; Swearingen Research Park, where government agencies and industry have established facilities; and the Weather Center, a complex of federal, state, private and University meteorological agencies, including the National Severe Storms Laboratory, National Weather Forecasting Office, Applied Systems Inc., and the NEXRAD Operational Test Facility. Other research and study units at the University include the Biological Station at Lake Texoma, the Earth Sciences Observatory at Leonard near Tulsa, the Aquatic Biology and Fisheries Research Center in Noble and in Norman, Sarkeys Energy Center, the Oklahoma Climatological Survey, the Oklahoma Biological Survey, the Oklahoma Archeological Survey, and the Center for the Analysis and Prediction of Storms. The Oklahoma Geological Survey, a state agency responsible to the University of Oklahoma Board of Regents, also is housed on the Norman campus.

The Graduate College is the center of advanced study, research, and creative activity at the University. Graduate instruction has been offered at the University of Oklahoma since 1899, seven years after the University opened its doors. The first master’s degree was conferred in 1900. The Graduate School was formally organized in 1909 and in 1929 the first doctoral degree was awarded. In 1942, the name was changed to the Graduate College.

In the past three decades, the Graduate College has greatly expanded its degree program offerings and student enrollment. In addition to the Doctor of Philosophy, the University offers the Executive Doctor of Education,
Doctor of Engineering and Doctor of Musical Arts degrees. Interdisciplinary degree programs are available at both the master’s and doctoral levels. The OU Health Sciences Center also offers graduate degrees at the master’s and doctoral levels.

The University of Oklahoma central campus provides excellent library, laboratory and learning facilities as well as a close association with scholars and research investigators. Immediately adjacent to the central campus in Norman is the south campus, site of the 271-acre University of Oklahoma Research Campus. Here the Stephenson Research and Technology Center provides a home for the OU Supercomputing Center for Education and Research, for interdisciplinary programs in biosciences and bioengineering, and for other research initiatives. The National Weather Center houses the university’s research programs in meteorology and NOAA’s weather research, and operations programs. One Partners Place fosters collaboration between research and business enterprises. Also located on the south campus are Andrew M. Coats Hall, housing the College of Law; the Sam Noble Oklahoma Museum of Natural History, the OU Foundation, the University apartments, Lloyd Noble Center and parking complex, the tennis complex, and the Jimmie Austin University of Oklahoma Golf Course.

AUTHORITY AND RESPONSIBILITY OF THE GRADUATE COLLEGE

The goals of the Graduate College are to provide leadership and service and to enhance the quality of graduate education and research/creative activity. The Graduate Council and the Dean of the Graduate College will supervise and evaluate those divisions of the University that offer the master’s and doctoral degrees and will use adequate means to ensure quality, observance of policy, and academic excellence.

The Graduate College strives to develop in each student a firm grasp of a chosen field, the skills and methods of research, and the capacity for independent thought. The Graduate College will carefully monitor the performance of all graduate students. Final determination of a student’s graduate status, from admission through graduation, rests with the Graduate Dean.

Faculty and students share an obligation to master the knowledge of their chosen fields, to add to that knowledge and to present it to the scholarly community. The Graduate Faculty has responsibility for instruction, for the guidance of graduate students in the development of their programs and for pursuing investigations associated with a particular field or discipline. Graduate students are expected to demonstrate initiative and assume responsibility for the progress of their studies. Students must master a body of knowledge, and class work provides merely the foundation for wider personal inquiry. A graduate degree is conferred for mastery of a field and thorough understanding of its related branches.

Graduate Programs for Academic Excellence

Private donations have enabled the Graduate College to provide fellowships and scholarships in designated areas. Among these are the Kenneth L. Hoving Fellowship, Hudson Fellowship, McNair Graduate Fellowship, National Science Foundation Fellows, OU Graduate Alumni Fellowship, Mr. and Mrs. W. O. Wethington Scholarship and Fellowship, and Graduate Foundation Fellowships for outstanding graduate students.

Disertation and Graduate Teaching Awards are given annually to reward excellence in dissertation research and teaching, respectively. The awards include a certificate and a cash prize.

The Graduate College and the Graduate Student Senate sponsor an annual event wherein which graduate students display posters describing current research projects. Cash prizes and certificates are awarded for winning posters.

For more information on these programs and others that may be available, please contact the Graduate College, Robertson Hall, 731 Elm Avenue, Norman, OK 73019-2115, (405) 325-3811 or visit our Web site at http://gradweb.ou.edu.

Research Programs

Research is an increasingly critical dimension of the mission of the University of Oklahoma. It is vital to the growth, health, and progress of the state of Oklahoma, the region, and the nation. In fiscal year 2005 approximately 679 grants and contracts were awarded totaling in excess of $70 million.

Participation in research and creative activity projects is fundamental to a graduate student’s training and development. Various projects that support graduate students are conducted in all graduate programs offered at the University. A few of the funded projects are described briefly below.

Information about current research projects is available from academic departments.

Graduate students in the Department of Chemistry and Biochemistry have opportunities to participate in research activities funded by the National Science Foundation’s EPSCoR program, which supports the Center for Photonic and Electronic Materials and Devices. This Center is in its third three-year award. It supports six graduate students per year to assist in maintaining and operating selected research facilities both multidisciplinary in character and multi-university in use. The Center for Photonic and Electronic Materials and Devices brings together research programs in semiconductors and polymers at the University to form a nationally significant research and technology center. Semiconductor programs utilize state-of-the-art techniques that permit the controlled growth of new materials and novel structures, followed by detectors and a variety of photonic devices ranging from the blue to the far-infrared regions of the spectrum, that have numerous applications in the optics and electronic industries. The second major emphasis of the Center is polymers with unusual electrical and optical properties. This research focuses primarily on conducting polymers with applications varying from high energy density batteries through display systems to xerography.

Grants and cooperative agreements with Centers such as the Cooperative Institute for Mesoscale Meteorological Studies (CIMMS) and the Center for the Analysis and Prediction of Storms (CAPS) in the School of Meteorology provide support for numerous other graduate students. The Cooperative Institute for Mesoscale Meteorological Studies (CIMMS), funded through the National Oceanic and Atmospheric Administration (NOAA), (a) provides research on mesoscale atmospheric systems associated with a wide variety of severe environmental storms, short-range prediction problems, and meteorological phenomena of the Great Plains; (b) improves the effectiveness of research through close collaboration with the NOAA National Severe Storms Laboratory (NSSL); and (c) provides a center where scientists working on problems of mutual interest may come together to work advantageously in an environment different from that already provided in the federal and university structure. The Center for the Analysis and Prediction of Storms (CAPS), which was established as one of the first National Science Foundation Science and Technology Centers, (1) maintains the unifying intellectual theme of the advancement of basic knowledge in science and technology in the prediction of storms; (2) provides educational and research opportunities for undergraduate and graduate students, post-doctoral researchers, industrial fellows, faculty members from other colleges and universities, and others in the area of storm prediction and analysis, and (3) engages in and facilitates knowledge transfer and significant intellectual exchanges with other groups; for example, those in the private sector, federally supported laboratories, state and local governments, and other academic institutions.

Many other research opportunities exist for graduate students at the university. Graduate students are encouraged to contact the graduate liaison in their academic unit for information on research projects that will match their studies and for opportunities to join these research teams.

Student Services

Graduate students will find services to meet their needs through the Center for Student Life, located on the third floor of the Oklahoma Memorial Union, (405) 325-6873. In addition to assisting and advising the Graduate Student Senate, this office develops programs and activities for graduate students, including special orientations, advises the Commuter Student Association, and operates Evening Student Services. Additional assistance is also provided, including African-American, American Indian, Asian American and Hispanic American student advisors; International Student Services;
As professionals in training, graduate assistants have a professional obligation to their colleagues and to the University. They show due respect and civility to their associates. They understand that any other employment or enterprise in which they engage for income is secondary to their University duties, and they accept the judgment of their department regarding conflicts of interest, either real or apparent, that may be caused by such outside activities.

**Science and Public Policy Program**

The Science and Public Policy Program is an interdisciplinary unit in the Sarkeys Energy Center that conducts applied research on issues involving science, technology, and society. The Program was created in 1970 to investigate the roles of science and technology as major driving forces behind social change and as important aspects of public policy.

Science and Public Policy faculty pursue research on current and emerging issues in the areas of energy, environment, and technology policy. Other faculty from across the University are appointed and supported as needed to work on specific projects. Graduate students from a wide variety of departments also form an integral part of the research program. Recent graduate students supported by Science and Public Policy have been recruited from chemical engineering, environmental science, geography, political science, public administration, and regional and city planning.

Science and Public Policy is not a degree-granting unit but does have a strong educational component. The core faculty in Science and Public Policy also hold joint appointments with other academic departments. These faculty teach and advise students; as well as direct theses and dissertations. Program faculty routinely incorporate the results of their research into classroom instruction.

For further information about Science and Public Policy research activities, capabilities, and resources, please contact the following: Science and Public Policy Program, Director; Sarkeys Energy Center, 100 E. Boyd, Room S202; Norman, OK 73019-0628; or call (405) 325-3821.

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**Graduate Degrees Offered**

General requirements that apply to all of these degrees appear later in this bulletin. Information about individual degrees is available from the Graduate College or from the individual academic unit.

**Master’s Degrees and Programs of Study**

**MASTER OF ARTS**

**Norman Campus**

- Anthropology
- Communication
- Drama
- Economics
- English
- French
- Geography
- German
- History
- History of Science
- Interdisciplinary/Special Programs
- Journalism and Mass Communication
- Mathematics
- Native American Studies
- Organizational Dynamics
- Philosophy
- Political Science
- Sociology
- Spanish

**Tulsa Campus**

- Organizational Dynamics
MASTER OF SCIENCE

- Aerospace Engineering
- Bioengineering
- Botany
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Electrical and Computer Engineering
- Engineering
- Engineering Physics
- Geological Engineering
- Geology
- Geophysics
- Health and Exercise Science
- Industrial Engineering
- Interdisciplinary/Special Programs
- Mathematics
- Mechanical Engineering
- Microbiology
- Petroleum Engineering
- Physics
- Psychology
- Zoology

MASTER OF SPECIALTY

This degree is determined by the program of study. The degree is conferred upon students whose major work is completed in one of the following areas. All degree requirements are available from the Graduate College or from the individual academic unit.

Norman Campus

- Accounting (Master of Accountancy)
- Architectural Urban Studies (Master of Science in Architectural Urban Studies)
- Architecture (Master of Architecture)
- Art History (Master of Arts in Art History)
- Art (Master of Fine Arts in Art)
- Business Administration (Master of Business Administration)
- Construction Administration (Master of Science in Construction Administration)
- Dance (Master of Fine Arts in Dance)
- Drama (Master of Fine Arts in Drama)
- Education (Master of Education)
  - Adult and Higher Education
  - Community Counseling
  - Education Administration
  - Educational Studies
  - Instructional Leadership and Academic Curriculum
  - Instructional Psychology and Technology
  - School Counseling
  - Special Education
- Environmental Engineering (Master of Science in Environmental Engineering)
- Environmental Science (Master of Environmental Science)
- Human Relations (Master of Human Relations)
- International Studies (Master of Arts in International Studies)
- Knowledge Management (Master of Science in Knowledge Management)
- Landscape Architecture (Master of Landscape Architecture)
- Liberal Studies (Master of Liberal Studies)
- Library and Information Studies (Master of Library and Information Studies)
- Management Information Systems (Master of Science in Management Information Systems)
- Meteorology (Master of Science in Meteorology)
- Music (Master of Music)
- Music Education (Master of Music Education)

- Natural Gas Engineering and Management (Master of Science in Natural Gas Engineering and Management)
- Natural Science (Master of Natural Science)
- Professional Meteorology (Master of Science in Meteorology)
- Professional Writing (Master of Professional Writing)
- Public Administration (Master of Public Administration)
- Regional and City Planning (Master of Regional and City Planning)
- Social Work (Master of Social Work)
- Telecommunications Engineering (Master of Science in Telecommunications Engineering)

Tulsa Campus

- Architectural Urban Studies (Master of Science in Architectural Urban Studies)
- Architecture (Master of Architecture)
- Education (Master of Education)
  - Education Administration
  - Special Education
- Human Relations (Master of Human Relations)
- Knowledge Management (Master of Science in Knowledge Management)
- Library and Information Studies (Master of Library and Information Studies)
- Music Education (partial implementation for Master of Music Education)
- Public Administration (Master of Public Administration)
- Social Work (Master of Social Work)
- Telecommunications Engineering (Master of Science in Telecommunications Engineering)

ACCELERATED DEGREE PROGRAMS

The Accelerated Dual Degree program was established in 1994 to provide highly motivated and academically outstanding students with the opportunity to complete an undergraduate and graduate degree in an accelerated fashion. Currently, the University offers accelerated undergraduate/graduate degrees in the areas listed below. Admission into these programs is granted by the Academic unit and the Graduate College. For additional information, please contact the appropriate department.

- Bachelor of Arts and Master of Arts in English
- Bachelor of Science and Master of Science in Aerospace Engineering
- Bachelor of Science and Master of Science in Civil Engineering
- Bachelor of Science in Computer Engineering and Master of Science in Computer Science
- Bachelor of Science in Computer Engineering and Master of Science in Electrical Engineering
- Bachelor of Science and Master of Science in Computer Science
- Bachelor of Science and Master of Science in Environmental Engineering
- Bachelor of Science in Environmental Science and Master of Environmental Science
- Bachelor of Science in Industrial Engineering (Standard Option) and Master of Science in Industrial Engineering
- Bachelor of Science in Industrial Engineering (Standard Option) and Master of Business Administration
- Bachelor of Science in Industrial Engineering (Information Technology Option) and Master of Science in Industrial Engineering
- Bachelor of Science in Mathematics and Master of Science in Biostatistics
- Bachelor of Science in Mechanical Engineering (Standard Option) and Master of Science in Mechanical Engineering

DUAL MASTER'S DEGREES

Dual Degree Master’s programs allow students to pursue degrees simultaneously in two fields of study. To obtain a dual degree, the student must satisfy the admission, course, and examination requirements of both programs.

Requirements

1. The student must be admitted to both programs before 12 credit hours of coursework have been completed in either program.
2. All deficiencies must completed and all degree requirements, including research tools, foreign languages, comprehensive examination, and thesis, must be met for both programs.

3. Up to 20 percent of the total graduate credit hours required for both degrees taken individually may be double-counted, e.g., counted as credit for both master's programs.

4. The double-counted courses must be appropriate for each degree.

5. The student must graduate with both degrees in the same semester.

Dual Master’s Degrees
- Generic Dual Degree
- Generic Dual Degree with OU Health Sciences Center
- Master of Business Administration and Master of Arts
  - Business Administration and French
  - Business Administration and German
  - Business Administration and Spanish
- Master of Business Administration and Master of Library Information Studies
- Master of Business Administration and Master of Public Health
- Master of Business Administration and Master of Science
  - Business Administration and Health Administration
  - Business Administration and Math
  - Business Administration and Pharmacy Administration
- Master of Education and Master of Library Information Studies
- Master of Regional and City Planning and Master of Landscape Architecture
- Master of Social Work and Master of Public Health
- Juris Doctor and Master of Business Administration
- Juris Doctor and Master of Science in Environmental Management

SPECIAL MASTER’S DEGREES
The Special Master’s Degree is for those students whose educational goals cannot be met by one of the existing master’s degrees offered. Consequently, any proposed Special Master’s Degree program must be interdisciplinary in nature. The various components of a special master’s degree must be integrated so the program presents a well-defined and coherent education experience. The integration can most appropriately be accomplished through research that culminates in a thesis.

Requirements
1. An applicant for a Special Master’s Degree must be a graduate student in full standing in the Graduate College at the time of the application.
2. A thesis is required for all Special Master’s Degrees.

Request Procedure
To have a program considered for a Special Master’s Degree by the Graduate Council, a student must submit a completed Special Master’s Degree Application, along with the additional information requested on the first page of the application to the Graduate Dean before 12 hours of the proposed program have been completed.

- A student wishing to seek a Special Master’s degree must provide the following information:
  - a two-page rationale for the program;
  - a proposed degree designation;
  - a list of proposed courses;
  - a research proposal;
  - all previous transcripts, and
  - an advisory committee statement signed by at least three graduate faculty members who have agreed to serve as the advisory committee.

- When this information is submitted to the Graduate College, a committee of the Graduate Council will review the proposal and make a recommendation to the full Council.

- The Graduate Council will then decide whether to approve the proposed Special Master’s Degree program.

- If the Graduate Council approves the proposal, it will constitute the student’s program of study.

- Requests for changes must be submitted to and approved by the Graduate Dean.

- If the Graduate Council does not approve the proposal, the student will remain in the traditional master's track.

- The final entry on the transcript will show the special title of the program with the proviso that if there is an overlap with an existing program designation on campus, the director/chair of that program must approve the special degree program title selected by the student.

- Subsequent procedures follow the rules of the Graduate College, except that the advisory committee is not constrained to follow the specific degree requirements of a particular school or department.

GRADUATE CERTIFICATES

Norman Campus
- College Teaching Certificate
- Human Resource Development
- International Regional Studies
- International Policy Studies
- Library Information Studies

Tulsa Campus
- Music Education Kodály Certificate, Levels I, II and III

Doctoral Degrees and Programs of Study
DOCTOR OF PHILOSOPHY

Norman Campus
- Adult and Higher Education
- Aerospace Engineering
- Anthropology
- Art History
- Bioengineering
- Botany
- Business Administration
- Chemical Engineering
- Chemistry
- Civil Engineering
- Communication
- Computer Science
- Counseling Psychology
- Ecology and Evolutionary Biology
- Economics
- Education Administration
- Educational Studies
- Electrical and Computer Engineering
- Engineering
- Engineering Physics
- English
- Environmental Engineering
- Environmental Science
- French
- Geography
- Geological Engineering
- Geology
- Geophysics
- Health and Exercise Science
- History
- History of Science
- Industrial Engineering
- Instructional Leadership and Academic Curriculum
- Instructional Psychology and Technology
- Interdisciplinary Studies
- Mathematics
- Mechanical Engineering
- Meteorology
- Microbiology
- Music Education
- Petroleum Engineering
- Philosophy
- Physics
- Political Science
- Psychology
Interdisciplinary Doctoral Program

Valuable academic pursuits may involve areas of educational preparation and research that transcend a single field. In such a situation, the interdisciplinary doctoral degree allows a student to draw from more than one relevant discipline to design an individual degree program. An interdisciplinary doctoral degree must maintain the same high standards and academic rigor as regular graduate degrees. Furthermore, the degree must demonstrably fall outside the purview of established programs that require some interdepartmental or intercollegiate coursework. Authority for overseeing interdisciplinary doctoral degrees is vested with the Graduate Council.

Requirements:
- The candidate for an interdisciplinary degree must apply and be admitted in full standing as a doctoral student to a graduate program authorized by the State Regents to offer the doctoral degree. Admission to such a program does not necessarily imply subsequent approval of an interdisciplinary degree proposal.
- The candidate must complete a master’s degree or its equivalent before petitioning for the interdisciplinary doctoral program.
- No more than 12 hours toward the degree may be completed before the interdisciplinary degree proposal is approved.
- The interdisciplinary domain must encompass at least two disciplines.
- The courses must define and support the interdisciplinary domain.
- Unless there is reason for an exception, the coursework must contain at least 12 hours of 6000-level courses, not counting directed readings and dissertation hours.
- The majority of the courses beyond the Master’s level leading to the interdisciplinary degree must be taken in academic units authorized to offer the doctoral degree. Credit received for Research for the Doctoral Dissertation cannot be used to meet these requirements.
- The Graduate Council must approve the rationale for an interdisciplinary degree, courses, research proposal and committee members. The Graduate Council may return the proposal to the student for revision if it is not acceptable. If the Graduate Council does not approve the proposal, the student will remain in a traditional degree program.
- The Graduate Dean must authorize any changes in an approved interdisciplinary doctoral program.
- The final entry on the transcript will show the special title of the interdisciplinary program, with the proviso that if the title overlaps an existing program designation on campus, the director/chair of that program must approve the special degree program title selected by the student.
- All other procedures follow the rules of the Graduate College, except that the advisory committee is not constrained to follow the specific degree requirements of a particular school or department.

Request Procedure
To be admitted into an interdisciplinary program or approved for an interdisciplinary degree, the candidate must petition the Graduate Dean by submitting a completed Interdisciplinary Ph.D. Program Application. The application will contain:

- a detailed proposal statement from the candidate;
- a list of courses to be included in the program of study and a rationale for the selected courses;
- a dissertation research proposal, with pertinent bibliography; and
- a detailed Advisory Committee statement supporting the degree.

The petition must:
- justify the area of study as an appropriate domain of knowledge for a graduate degree;
- explain the need for investigation in the proposed area; and
- explain why the degree cannot be completed within an existing graduate discipline.

Admission Information

For a University of Oklahoma Application for Admission, contact the Graduate College:

Online: www.gradweb.ou.edu
By phone: (405) 325-3811
By mail or in person: Graduate College
University of Oklahoma
731 Elm Avenue
Robertson Hall, Room 100
Norman, OK 73019-4075

By e-mail: gradinfo@ou.edu
By Fax: (405) 325-5346

What to Include in the Application
- The completed University of Oklahoma Application for Admission;
- The application fee;
- Official transcripts from all schools previously attended. Some schools will forward official transcripts only directly to the University. The applicant must request that these transcripts be sent.

Application Fee
- The application fee for U.S. citizens and permanent residents is $40.00.
- The application processing fee for international students is $90.00.

Where to Return the Completed Application
Return the completed University of Oklahoma Application for Admission, your official transcripts, and the application fee to:
Office of Admissions
University of Oklahoma
1000 Asp Avenue Room 127
Norman, OK 73019-4076

Academic Unit Applications and Requirements
- Applicants should also contact the academic unit to which they are seeking admission in order to verify admission requirements and obtain the academic unit’s application.
- Applicants should return the academic unit’s application and required supporting documents, such as letters of recommendation and standardized test scores, directly to the academic unit.
- The Graduate College endorses the use of, but does not require, the Graduate Record Examination (GRE). However, many departments do require GRE or GMAT scores.

Application Deadlines
- Applicants seeking admission to graduate programs offered on the Norman campus should observe the following deadlines for submission of completed applications to the Office of Admissions.

<table>
<thead>
<tr>
<th>International Students</th>
<th>U.S. Students</th>
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<tbody>
<tr>
<td>Fall Semester:</td>
<td>April 1</td>
</tr>
<tr>
<td>Spring Semester:</td>
<td>Sept 1</td>
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<tr>
<td>Summer Semester:</td>
<td>Feb. 1</td>
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</tbody>
</table>

- The Graduate College does not have an application deadline, but many departments have deadlines. Applicants are encouraged to contact the academic unit to which they are seeking admission for information about deadlines.
- Applications cannot be considered until all required materials have been submitted.

Sociology
Spanish
Special Education
Zoology

Tulsa Campus
- Electrical and Computer Engineering
- Engineering

DOCTOR OF SPECIALTY

Norman Campus
- Education Administration (Doctor of Education)
- Music (Doctor of Musical Arts)

Tulsa Campus
- Education Administration (Doctor of Education)
• To be eligible for enrollment for any given semester, the student must have been admitted to the University and to the Graduate College before the registration period ends.

Health Questionnaire
Every student admitted to the University of Oklahoma will receive a health questionnaire. This questionnaire must be completed and returned to Goddard Health Center before the student can enroll.

Admission Criteria
The admission process assesses the likelihood that an applicant will succeed in, and benefit from, a particular academic program.

GRADUATE COLLEGE ADMISSION CRITERIA
• The Graduate Dean governs admission and enrollment in the Graduate College. Except for those in unclassified status, the student must be recommended for admission by an academic unit.
• All admissions to the Graduate College require that the student hold a baccalaureate degree or equivalent from an accredited college or university.
• Undergraduates in their final semester at accredited colleges and universities may apply for admission to the Graduate College.
• The University of Oklahoma uses the following 4.0 scale to calculate grade point averages:
  A = 4.0 points per credit hour
  B = 3.0 points per credit hour
  C = 2.0 points per credit hour
  D = 1.0 point per credit hour
  F = 0.0 points per credit hour
• If an applicant’s prior college or university uses a different scale, the grade point average is converted to a 4.0 scale to determine whether the applicant meets University of Oklahoma grade point admission requirements.
• The grade point average is based on the following:
  • If a bachelor’s degree has been earned at an accredited college or university, the grade point average is based on the semesters in which the last 60 credit hours of letter-graded work were completed. If the last 60 hours cannot be identified from the transcript, the entire transcript will be evaluated.
  • If graduate work has been completed at an accredited university, but no master’s degree has been earned, the grade point average is based on a minimum of 12 letter-graded credit hours of graduate credit.
  • If a master’s degree has been earned, the grade point average is based on the master’s degree plus any credits earned beyond the master’s degree.
  • If post-baccalaureate hours have been completed but no degree has been earned, those hours may be considered.

SPECIAL CONSIDERATIONS
For Marginal Undergraduate Records
• Upon request by the applicant, the Graduate College will exclude one semester’s coursework in the calculation of the applicant’s undergraduate grade point average, provided that the semester’s grade point average is significantly lower than any other semester’s grade point average. (Ordinarily 0.50 grade points will constitute a significant deviation.)
• The Graduate College will continue to base the grade point average on the semesters in which the last 60 credit hours of letter-graded undergraduate bachelor’s degree coursework were completed, not including the excluded semester.

For Marginal Graduate Records
• Applicants whose graduate records do not meet admission standards may petition the Graduate Dean to consider their undergraduate record in the admission decision.
• The undergraduate coursework must be related to the proposed course of study.
• Twelve or more credit hours of the coursework to be considered must be at the junior level or higher.
• The applicant must have maintained at least a 3.0 grade point average in the related courses.
• In evaluating the petition, the Dean will consider such factors as the number of graduate hours earned, the grade point average for those hours, and the previous and proposed course of study.

ACADEMIC UNIT ADMISSION CRITERIA
• Many academic units require additional materials such as letters of recommendation and/or test scores before the admission application can be considered.
• To determine these additional requirements, applicants should consult with the graduate liaison of the academic unit to which they are applying.

SUPPLEMENTAL ADMISSION CRITERIA
• With the approval of the Graduate College, academic units may develop supplemental admission criteria that can be used in lieu of a marginal academic record.
• Supplemental admission criteria can usually be considered provided that at least three calendar years have elapsed since the applicant’s last college enrollment. Some academic units may require longer periods.
• Supplemental admission criteria must reflect the specific skills and academic potential that students need in order to succeed in the degree program. These criteria assist in the evaluation of applicants who would not ordinarily be admissible to the Graduate College. In considering admission under these criteria, the dean will take into account the applicant’s entire academic record, including the relevance of any supplemental indices or credentials.
• In some cases, it may be appropriate to supplement the standard evidence evaluated by the Graduate College with other materials, such as recent GRE scores, professional experiences, workshops or seminars.
• For additional information, contact the academic unit of interest to determine whether it has approved supplemental admission criteria.
• Applicants petitioning for admission based on supplemental admission criteria must include a proposed plan of study for their first 12 hours of enrollment.
• The instructor of each course must consent to the proposed enrollment.
• When the proposed enrollments span more than one semester, the required permissions for subsequent semesters must be obtained prior to the start of each semester.

FULFILLING THE CONDITIONS OF SUPPLEMENTAL ADMISSION
Students admitted under the supplemental admission criteria must maintain at least a 3.0 grade point on their first 12 hours of coursework and earn no grade of D, F, or U.

International Admission
Graduate applications and admission credentials from international applicants are processed in the same manner as described above, with the following additions.
• International graduate applicants should apply online at https://soonerspace.ou.edu.
• Other credentials will usually be required. These are detailed in the international graduate application process.
• For applicants outside the U.S., the admission application and all credentials must be received by the following deadlines: Fall semester: April 1; Spring semester: September 1; Summer Session: February 1.
• English proficiency requirements are detailed below.

ENGLISH PROFICIENCY
English Proficiency Requirements are discussed in detail on the Admissions and Records Web site at http://admissions.ou.edu/stuabrd.htm#ENGLISHPROFICIENCY.
Before being admitted to the Graduate College, all applicants for whom English is a second language must present documentation of proficiency in the English language in one of the following ways:

1. An official score of at least 550 on the paper-based TOEFL, 213 on the computer-based TOEFL, or 79 on the iBT TOEFL. (Some graduate programs require a higher score. Check with the individual department for more specific information.) The score must be sent directly from the Educational Testing Service. Scores over two years old by the beginning of the term the student wishes to enter are not acceptable unless the student has been attending school in the United States since the test date. Information about the TOEFL is available by writing to TOEFL, Box 899, Princeton, NJ 08541, USA, or by accessing the TOEFL web site.

2. An official IELTS score of 6.5. (Some graduate programs require a higher score. Check with the individual department for more specific information.) IELTS is jointly managed by the British Council, IDP, IELTS Australia, and the University of Cambridge ESOL Examinations. Information about the IELTS is available at IELTS.

3. Secondary school work in the United States, including completion of the high school curricular requirements required for freshman admission.

4. Successful completion of 24 semester hours of college-level coursework, or a bachelor’s degree or higher degree, from an accredited college in the United States or a country where English is the native language.

5. Attendance at the University’s Center for English as a Second Language (CESL) or one of the other Oklahoma State Regents-approved intensive English language programs in Oklahoma until a satisfactory level of English proficiency (determined by TOEFL or IELTS and classroom assessment) is achieved. For programs that require a 550/213/79 TOEFL or 6.5 IELTS only, English proficiency can be established by submitting a TOEFL score of at least 500/173/61 or IELTS score of 5.5 and then satisfactorily completing 12 weeks intensive English language training at a Regents-approved school immediately prior to beginning regular classes. No college credit is awarded for intensive English language study.

The following graduate programs will not review an applicant’s credentials for admission until the English proficiency requirement has first been satisfied:

**TOEFL 550/213/79 or 7.0 IELTS required:**
- Aerospace Engineering
- Art
- Botany
- Chemistry
- Computer Science
- Construction Administration
- Economics
- Education (except Music Education)
- Electrical Engineering
- Geography
- Geological Engineering
- Journalism
- Mechanical Engineering
- Meteorology
- Microbiology
- Natural Gas Engineering and Management
- Petroleum Engineering

**TOEFL 600/250/100 or 7.0 IELTS required:**
- Chemical Engineering
- Engineering Physics
- Physics and Astronomy
- Political Science
- Public Administration

Applicants who wish to be admitted to one of the above programs but have not fulfilled the English proficiency requirement may apply for CESL study only. No decision can be made on the applicant’s eligibility for the degree program until the requirement is fulfilled. The I-20 will indicate English study only, and will not specify a major area of study.

The following departments will not review an applicant’s credentials for admission without an official TOEFL 500/173/61 or 5.5 IELTS score on file:
- Civil Engineering
- Environmental Engineering

Environmental Science

Financial Assistance
An international student may apply for aid offered by Financial Aid Services only if considered an “eligible non-citizen” by the U.S. Department of Education. Contact Financial Aid Services for additional information.

**Types of Admission**

The University of Oklahoma recognizes the following types of admission:

**Admission in Full Standing** — The applicant has met all University of Oklahoma admission requirements.

**Conditional Admission** — This status generally describes applicants who meet most of the admission requirements and who show the potential for academic success in graduate school, but who exhibit deficiencies.

**There are several categories of Conditional Admission:**
- Admission with Low Grades — The applicant has a low grade point average.
- Admission with Coursework Deficiencies — The applicant lacks coursework relevant to the proposed field of study.
- Admission with Incomplete Credentials — The applicant lacks complete academic credentials.

**Supplemental Admission** — The applicant must meet approved supplemental admission requirements.

**Unclassified Admission** — This status generally describes students who wish to enroll in a workshop or similar activity, or applicants who are taking courses in order to meet the admission requirements.

**Admission with Low Grades** — The applicant has a low grade point average.

**Supplemental Admission** — The applicant must meet approved supplemental admission requirements.

**Special Student Status**
This status generally describes students who wish to enroll in a workshop or similar activity, or applicants who are taking courses in order to meet the admission requirements.

**Certification Status**
This status generally describes students seeking professional certificates.

**ADMISSION IN FULL STANDING**

**Applicants with a Baccalaureate Degree**
- An applicant may be admitted to the Graduate College in full standing if he or she:
  - has earned a baccalaureate degree or the equivalent from an accredited university or college, and
  - has earned at least a 3.0 grade point average through the semester in which the last 60 credit hours of letter-graded undergraduate bachelor’s coursework was earned, and
  - is recommended for admission in full standing by the appropriate academic unit, and
  - is accepted for admission by the Graduate Dean.
- The admission recommendation may be based on many factors in addition to the applicant’s grade point average.

**Applicants with Previous Graduate Studies**
- An applicant may be admitted to the Graduate College in full standing if he or she:
  - has either received a master’s degree or completed 12 semester hours of letter-graded graduate work at an accredited college or university and
  - has accumulated at least a 3.0 average in all graduate-level work and
  - is recommended for admission in full standing by the appropriate academic unit and
  - is accepted for admission by the Graduate Dean.
Admission with Low Grades

An applicant may qualify for conditional low-grades admission with a 2.75 to 3.0 grade point average through the semester of the last 60 credit hours of letter-graded bachelor’s degree coursework earned at an accredited college or university.

MEETING THE CONDITIONS

- The student must earn at least a 3.0 grade point average in the first 12 hours of letter-graded graduate coursework that will be required.
- Any specific grade requirements beyond the Graduate College minimum 3.0 average, and
- Any course deficiencies to be made up.
- The Graduate College must approve the Statement of Conditional Admission. If the Statement is approved by the Graduate College and admission is granted, a copy of the Statement is included with the admission letter sent to the student.

COLLEGE SENIORS WITH LOW GRADES

A college senior who does not qualify for full admission due to low grades will not receive a final decision on conditional admission until the complete undergraduate transcript is available for review.

MEETING THE CONDITIONS

- The student must earn at least a 3.0 grade point average in the first 12 hours of letter-graded OU coursework taken after admission to the Graduate College.
- A student who earns an excessive number of grades of “I” or “W” during the period of conditional admission may be subject to disenrollment.
- A student who accumulates more than 18 hours of graduate coursework but has not fulfilled the terms of the conditional admission may be subject to disenrollment.
- After admission to the Graduate College, the student must maintain the required grade point average on all coursework attempted.
- When the student has completed the terms specified in the Statement of Conditional Admission, the student’s status will be changed to full standing.
- A student who fails to comply with the requirements listed in the Statement of Conditional Admission will be disenrolled.

Admission with Coursework Deficiencies

- Academic units may recommend conditional admission for an applicant who has coursework deficiencies relevant to the field of study, provided the applicant has met all other requirements for admission in full standing.
- In such cases, the graduate liaison must provide the Graduate College with a Statement of Conditional Admission form.
- The form must indicate the coursework deficiencies to be made up.
- The Graduate College must approve the Statement of Conditional Admission.
- If the Statement is approved by the Graduate College and admission is granted, a copy of the Statement is included with the letter of admission sent to the student.

MEETING THE CONDITIONS

- A student admitted to the Graduate College with coursework deficiencies must earn at least a C in each of the courses and must have an overall 3.0 grade point average in deficiency courses.
- Coursework deficiencies should be completed within the first 18 credit hours of coursework. A student will be given two attempts at each course to satisfy deficiency requirements, but no course in which a B was obtained may be repeated.
- Each attempt will be used in determining the overall grade point average for deficiency courses.
- Courses used to fulfill coursework deficiencies cannot be applied toward a graduate degree.
- Coursework deficiencies cannot be arbitrarily removed, but a department’s graduate liaison may petition the Graduate Dean for the removal of a deficiency, stating the justification.
- When the student has completed the specified courses with grades that meet the minimum level specified in the terms of the conditions of admission, the student will be admitted as a student in full standing in a degree program.
- A student who fails to comply with the requirements listed in the Statement of Conditional Admission will be disenrolled.

Admission with Incomplete Credentials

- In rare circumstances, an academic unit may recommend conditional admission for an applicant with incomplete academic credentials. The incomplete credentials may not be a performance level on examination such as the TOEFL, GRE, or GMAT.
- In such cases, the graduate liaison must provide the Graduate College with a Statement of Conditional Admission form.
- The form outlines the terms of the conditional admission and the time frame for completing the application materials.
- The Graduate College must approve the Statement of Conditional Admission.
- If the Statement is approved by the Graduate College and admission is granted, a copy of the Statement is included with the letter of admission sent to the student.

MEETING THE CONDITIONS

- Normally, the terms of the admission must be satisfied within the first semester of enrollment in the Graduate College.
- A student who fails to satisfy the conditions of admission within the specified time period will be disenrolled.

UNCLASSIFIED ADMISSION

An applicant may be admitted to the Graduate College in unclassified status if he or she:

- has earned a baccalaureate degree or the equivalent and
- has earned at least a 3.0 grade point average through the semester in which the last 60 credit hours of letter-graded undergraduate bachelor’s degree coursework occurred at an accredited college or university or a 3.0 average over 12 hours of letter-graded graduate work from an accredited college or university.

A student in unclassified status is not a candidate for a degree, nor does unclassified status offer assurance of future admission to a degree program.

Special Restrictions

A graduate student can earn no more than 12 graduate credit hours in unclassified status. Therefore, a student in unclassified status who anticipates seeking a graduate degree at the University of Oklahoma should become a graduate degree-seeking student before completing 12 graduate credit hours. Graduate courses completed by unclassified graduate students may be used toward a graduate degree with the approval of the academic unit and the Graduate Dean. Courses taken as an unclassified student will be used in calculating the grade point average for purposes of satisfying Graduate College degree or retention requirements.

Low Grades

An applicant with a 2.8 to 3.0 grade point average through the semester in which the last 60 credit hours of letter-graded undergraduate bachelor’s degree coursework at an accredited college or university may qualify for conditional, low grades admission as an unclassified graduate student. A
Statement of Conditional Admission will explicitly outline the first 12 hours of letter-graded graduate coursework that the student must take, and the time period for completion of these hours. A copy of the statement is included with the admission letter sent to the student.

An applicant with less than a 2.8 grade point average through the semester in which the last 60 hours of letter graded undergraduate bachelor’s degree coursework occurred will not qualify for unclassified admission.

MEETING THE CONDITIONS
- When the student has completed the specified courses with grades that meet the minimum level specified in the terms of the conditions of admission, the student will be admitted as a student in full standing.
- The Graduate College will carefully monitor the student’s academic performance.
- Failure to comply with the requirements listed in the statement will result in disenrollment of the student.

Changing to Degree-Seeking Graduate Student Status
- If an unclassified student is later accepted into a degree program, courses taken while in unclassified status may be used to fulfill graduate degree requirements only if the courses are accepted by the relevant academic unit.
- Academic units may have specific limits on the number of credit hours earned in this status that may be accepted in meeting degree requirements. The student is responsible for checking these requirements before enrolling in the unclassified category.
- A student must complete the Change of Major form, available in the Graduate College, or on the Web at gradweb.ou.edu, to initiate the change to degree-seeking status.

Financial Assistance for Unclassified Students
For financial aid purposes, students admitted in unclassified status are not eligible for financial aid. Additional information is available from Financial Aid Services.

SPECIAL STUDENT STATUS
Special student status is appropriate for two types of students:
1. A participant in a workshop, short course, or other special course who has not yet been admitted to the Graduate College. A participant who wishes to be admitted to the Graduate College will, upon request, have his or her application materials reviewed using the same admission procedures as those used for all other graduate students;
2. an individual who is admissible to the university as an undergraduate who wishes to take undergraduate courses.

Conditions and Limitations
A special student is not a graduate student. A student who has previously been terminated from the Graduate College because of grade point deficiencies cannot gain readmission by completing 12 credit hours or more as a special student. At the time of enrollment, each special student must read and sign a document that outlines the conditions, limitations, and requirements of the special student status.

GPA REQUIREMENTS
- A student is required to maintain a 2.5 grade point average on all coursework attempted as a special student.
- A student will not be allowed to continue to enroll as a special student if:
  - his or her grade point average is below 2.0 for any semester,
  - the student fails to raise the overall average to 2.5,
  - the overall grade point average in courses taken as a special student drops below 2.5 and the student would require more than a total of 24 hours in this status to raise that average to 2.5.

CREDIT HOUR LIMITATIONS
Except with permission of the Graduate Dean, a special student may accumulate no more than 24 hours of credit at the University of Oklahoma. A student needing to exceed this limit should submit a petition to the Graduate Dean outlining why he or she needs to take more than 24 hours as a special student.

ENROLLMENT LIMITATIONS
Special students must receive permission from the instructor, the academic unit and the Graduate Dean before being permitted to enroll in 5000- and 6000-level regular on-campus or off-campus courses. As a general rule, permission will not be granted to those students who are not eligible for admission in full standing in the Graduate College.

Changing to Graduate Student Status
Should a special student later apply for admission to the Graduate College, the student’s academic record as a special student will supplement, but not replace, the other application materials that are considered for determining admissibility.
- This record will not be combined with the undergraduate record in determining a grade point average.
- The student must have earned at least a 3.25 grade point average on hours taken as a special student.
- All coursework should be at the 3000- and 4000-level and should have the approval of the graduate liaison in the proposed academic unit.
- If the student has previously been denied admission to the Graduate College, reapplication will not be considered until 12 credit hours of appropriate letter-graded coursework have been completed.
- Completion of the 12 credit hours as prescribed does not guarantee admission to the Graduate College.
- An academic unit has the prerogative to assign weight to an applicant’s performance as a special student, giving it less, equal, or more weight than the applicant’s undergraduate record. This proportion will be reflected in the academic unit’s recommendation to the Graduate College for admission or denial.
- Credit earned by a special student may be used to meet graduate degree requirements only in rare cases and only if approved by the proposed graduate unit and the Graduate Dean.

Financial Assistance for Special Students
For financial aid purposes, special students may not be eligible for financial aid. Additional information is available from Financial Aid Services.

CERTIFICATION STATUS
A student wishing to fulfill requirements for a professional certificate may be admitted in certification status. Credits earned under this status may be used to fulfill graduate degree requirements only if accepted by the appropriate academic unit and the Graduate Dean. Academic units may have specific limits, and students are responsible for ascertaining these before enrolling in this status. Students fulfilling requirements for certificates other than teaching certificates are ineligible for federal need-based financial aid. Additional information is available from Financial Aid Services.

VISITOR STATUS
A graduate student in good academic standing at another accredited institution may take courses at the University of Oklahoma as a visitor. To be admitted as a visitor, a prospective graduate student must submit the following information to the Office of Admissions:
- A completed University of Oklahoma Application for Admission, and
- A letter of good standing from the home institution. This letter should be from the Dean of the applicant’s Graduate College and bear the seal of the University.

As a visitor, a graduate student has all the rights and privileges of other graduate students except the student is not in a degree program and, thus, is not pursuing a graduate degree at the University of Oklahoma.

A visitor who later wants to apply visitor credit toward an OU graduate degree must have been eligible for admission in full standing at the time the courses were taken. Should the visitor decide to pursue a graduate degree here, the student is required to file another application and submit official copies of all transcripts and any other materials required by the academic unit in order to be admitted as a graduate student. Visiting students are ineligible for federal financial aid because this assistance is limited to students seeking degrees at the University of Oklahoma. Additional information is available from Financial Aid Services.
Stop-out Policy
A graduate student who finds it necessary to discontinue the program of study (i.e., stop-out) may petition the Graduate College for an exception (in order to return under the student's original policy) to the readmission policy. The petition must detail the reasons for the "stop-out" and indicate the length of the "stop-out" period. The petition, whenever possible, must be processed while the student is still enrolled. The petition must be endorsed by the student's graduate liaison. As a general rule, the "stop-out" period will not exceed two years from the student's last enrollment. The period of the "stop-out" will count toward the time limits for completing the degree.

Cost and Financial Support

Cost
The cost of attending the University of Oklahoma includes tuition, fees, books, housing (including room and board), transportation and miscellaneous living expenses. The actual cost of attending the University will vary depending on a student's resident status, academic level, course load, housing arrangements, personal needs, and spending habits. For current tuition and fees, students should refer to [http://www.ou.edu/bursar/fees.htm](http://www.ou.edu/bursar/fees.htm).

Financial Support
Financial support is any financial resource that a student may receive to assist in meeting the cost of attending the University. These resources include financial aid, such as federal and state grants, loans and work-study programs, graduate assistantships, fellowships and scholarships, and tuition waivers.

Financial Aid (Graduate)
Office of Financial Aid
The Office of Financial Aid Services awards and monitors all federal and need-based awards. Financial Aid Services is open from 8 a.m. to 5 p.m. Monday through Friday and is located in Buchanan Hall. For additional information on financial aid programs and application information, please contact:

University of Oklahoma Financial Aid Services
The University of Oklahoma
1000 Asp Ave., Room 313
Norman, OK 73019-2111
Phone: (405) 325-4521; FAX (405) 325-7608
Internet: [www.financialaid.ou.edu](http://www.financialaid.ou.edu)

Students are encouraged to utilize the Interactive Voice Response system for general financial aid and scholarship information as well as to check the status of their financial aid application. Students are also required to keep their address updated with Financial Aid Services at all times. Additional information is available online at [www.financialaid.ou.edu](http://www.financialaid.ou.edu).

Applying for Financial Aid
Students are encouraged to apply for financial aid by submitting the Free Application for Federal Student Aid (FAFSA) the Renewal FAFSA, or by filing electronically via FAFSA or the Web. Students may obtain the FAFSA from the Office of Financial Aid Services at the University of Oklahoma. The Renewal FAFSA may be mailed automatically to students who applied for financial aid the previous year. Students who intend to apply electronically via FAFSA on the Web should contact OU Financial Aid Services for additional information, including deadlines, etc.

Application Deadlines
Students are encouraged to submit the FAFSA as soon as possible after Jan. 1 in order to be considered for all available aid programs. The recommended filing date is prior to March 1 for the following fall/spring semesters. Contact Financial Aid Services directly for information about applying for summer financial aid and a separate institutional summer application. The
recommended summer deadline is normally mid-May prior to the start of summer classes. Financial aid is not available for intersession classes.

Award Notification

After the student submits all required information and meets all eligibility requirements, Financial Aid Services creates and sends a financial aid award letter to inform the student about financial aid awards that are available to help meet the cost of attending OU. The student will then decide what aid programs to accept or decline by signing one copy of the award letter and returning it to the Office of Financial Aid Services.

Eligibility Requirements

Students must apply for financial aid annually and demonstrate eligibility as determined by regulations established by the U.S. Department of Education. For financial aid purposes, full-time enrollment for a graduate student is nine credit hours per semester and part-time enrollment is five credit hours per semester, excluding summer. Graduate assistants with a 0.50 FTE appointment enrolled in less than nine hours are not considered full-time for financial aid purposes.

CERTIFICATION PROGRAMS

For financial aid purposes, students enrolled in teaching certification programs are considered fifth-year undergraduates by the U.S. Department of Education and are subject to the same application criteria and loan limits as fifth-year undergraduates. Students enrolled in the TE-PLUS Program who have received their bachelor’s degree may apply for financial aid as a graduate student, subject to graduate-level program eligibility requirements and loan limits. Students fulfilling requirements for certificates other than teaching certificates are ineligible for federal need-based financial aid.

SPECIAL, UNCLASSIFIED, AND VISITING STUDENTS

Students admitted in a special or unclassified student status may not be eligible for financial aid. Financial Aid Services will require students admitted in these categories to obtain specific documentation for aid consideration. Students enrolling in classes to raise their grade point average for admission into their degree program or enrolling in classes while waiting to take required entrance exams are ineligible for financial aid. Visiting students are ineligible for financial aid as federal financial aid programs are limited to students seeking degrees from the University of Oklahoma.

INTERNATIONAL STUDENTS

An international student may apply for federal financial aid only if considered an “eligible non-citizen” by the U.S. Department of Education. The Free Application for Federal Student Aid instruction packet lists the citizenship requirements for financial aid applicants.

Federal Financial Aid

Financial Aid Services is responsible for the administration of federal financial aid programs such as the Federal Perkins Loan Program, the Federal Family Education Loan Program, the Federal Work-study Program, and the Oklahoma Tuition Aid Grant Program. In addition, the Office of Financial Aid Services awards need-based tuition waivers.

Federal Perkins Loan Program

The Federal Perkins Loan Program is a low-interest loan program administered by the University of Oklahoma. Students must initially apply using the FAFSA, demonstrate significant financial need and maintain satisfactory academic progress as defined by the University and by Financial Aid Services. These funds are limited; thus, students applying for a Federal Perkins Loan are encouraged to submit the FAFSA as soon after January 1 as possible for consideration for the following fall/spring semesters. Contact the Office of Financial Aid Services for more information.

Federal Family Education Loan Program

The Federal Family Education Loan Program includes the Federal Stafford Loan Program and the Unsubsidized Stafford Loan Program. Students must apply using the FAFSA, meet program eligibility requirements, and maintain satisfactory academic progress as defined by the University and by Financial Aid Services. Once the loan is offered, the student will receive a loan application to complete and submit to a lender. Students are encouraged to apply as soon after January 1 as possible for consideration in this program. Contact the Office of Financial Aid Services for more information.

Federal Work-Study Program

The Federal Work-study Program allows students to work in designated work-study jobs in order meet the costs of their education. Students may apply for the Federal Work-study Program by completing the FAFSA. Students who are offered and accept Federal Work-Study funds must also apply and be selected for employment. For employment application information, please contact Personnel Services, 905 Asp Avenue Norman, OK 73019-0429, (405) 325-1826, or visit office of human resources at www.ou.edu/ohr.

Oklahoma Tuition Aid Grant Program

Students applying for the Oklahoma Tuition Aid Grant should submit the FAFSA as soon as possible after Jan. 1 each year for consideration during the following fall/spring semesters. The Oklahoma State Regents for Higher Education determine the eligibility requirements for the program. Graduate students may receive OTAG awards, but must enroll in a minimum of six hours per semester to maintain their eligibility. Students must be Oklahoma residents, exhibit sufficient need and apply early to be considered for these limited funds. OTAG is not available in the summer.

Need-Based Graduate Resident Tuition Waiver

Oklahoma resident graduate students who demonstrate financial need based on information reported on the Free Application for Federal Student Aid are considered for need based graduate resident tuition waivers. Funding for these waivers is limited: Thus, students are encouraged to apply as soon as possible after January 1 for consideration during the following fall/spring semesters.

Graduate Assistantships

Most academic units employ graduate students on a part-time basis. These graduate assistantships are awarded and governed by individual academic units. A student should contact the chair/director of a specific academic unit to obtain information about, and applications for, graduate assistantships.

Teaching Assistant Training

All graduate teaching assistants (GTAs) must attend one or both of the teaching assistant training programs offered by the Program for Instructional Innovation prior to commencing their teaching responsibilities. However, GTAs who do not have substantive contact with students (e.g., those who only do grading) are exempt from this requirement. International GTAs must attend the International Teaching Assistants Training Program; all GTAs (international and American) need to attend the All-Teaching Assistants Training Program. For additional information contact the Director of the Program for Instructional Innovation, 203 Hester Hall, (405) 325-2323.

English Language Certification

Before assuming teaching assistant duties that require contact with students, any graduate student for whom English is not the native language must be certified as proficient in oral, aural, and written English. Certification is obtained through the English Assessment Program located in Robertson Hall, (405) 325-1838. If observation determines that a certified instructor is not meeting specific academic requirements for the classroom, English language certification may be revoked, which will require that the instructor be removed from the classroom. Graduate students who wish to improve their English skills may also take non-credit speaking or writing classes offered by the English Assessment Program.

Assistantships and Financial Aid

Graduate assistants with a 0.5 FTE appointment enrolled in less than nine hours are not considered full-time for financial aid purposes. A minimum of six hours of enrollment per semester is required to receive funds as a part-time student from the Oklahoma Tuition Aid Grant program. Other conditions of appointments, including minimum enrollment requirements, are listed in the Graduate Assistants Handbook.
Scholarships and Fellowships

Students are encouraged to apply for scholarships based on academic ability, talent or financial need. Students may conduct an online scholarship search by visiting www.financialaid.ou.edu. The publication A Guide to Financial Aid and Scholarships, available upon request from OU’s Office of Prospective Student Services, contains a comprehensive listing and application instructions for OU scholarships. Scholarship recipients who also are recipients of other types of financial aid may have their financial aid award letter revised. The University strongly encourages students to apply for fellowships from external funding agencies. There are a number of major fellowship opportunities available for students engaged in full-time study leading to the doctoral degree. Among these are:

- The American Association of University Women Dissertation Fellowships
- The Mellon Fellowships in the Humanities
- The National Science Foundation Graduate Research Fellowships
- The Office of Naval Research Graduate Fellowships

The Graduate Studies and Resource Center in Hester Hall can provide information on fellowship opportunities and assistance in preparing applications. Students are encouraged to write directly to the granting agencies.

Community of Scholars

In an effort to assist graduate students in locating funding opportunities, the Graduate College provides access via our home page to the Community of Science Scholars National Funding Opportunities database. This comprehensive Web-based listing of funds from various government agencies, private foundations, industries, and academic institutions offers eligible students excellent opportunities for advanced study. Each entry contains a brief description of the program and an address to obtain further information and an application. This service is an invaluable tool for quickly identifying funding opportunities for graduate students and faculty. Visit the Graduate College’s home page at www.gradweb.ou.edu and select “Funding Opportunities” to explore this database.

Oak Ridge Associated Universities

Since 1949, students and faculty of the University of Oklahoma have benefitted from its membership in Oak Ridge Associated Universities (ORAU). Through the Oak Ridge Institute for Science and Education (ORISE), the DOE facility that ORAU operates, undergraduates, graduates, postgraduates, as well as faculty enjoy access to a multitude of opportunities for study and research. Students can participate in programs covering a wide variety of disciplines, including business, earth sciences, epidemiology, engineering, physics, geological sciences, pharmacology, ocean sciences, biomedical sciences, nuclear chemistry, and mathematics. Appointment and program length range from one month to four years. Many of these programs are especially designed to increase the numbers of under-represented minority students pursuing degrees in science and engineering-related disciplines. A comprehensive listing of these programs and other opportunities can be found in the Resource Guide, which is available on the Internet at www.orau.gov/orise/educ.htm.

Additional Funding Sources

Additional information regarding grants, scholarships, or other funding should be directed to the following agencies. Recipients of these programs who are recipients of other financial aid may expect their award letters to be revised.

VOCATIONAL REHABILITATIVE SERVICES

Vocational Rehabilitative Services may assist students who have certain physical, mental, or emotional disabilities by providing funding or other support services. Contact the Department of Human Services Rehabilitative Services Division in your community for information and applications. The vocational objective must be approved by a representative of the division.

VETERANS ADMINISTRATION

Educational benefits may be available to students who are active duty, reserve personnel, or veterans. Students should contact their area Veterans Administration office for information regarding educational benefits.

TRIBAL GRANTS

Native American students are encouraged to contact their tribal agency for specific information and application materials for higher education grants, scholarships, and fellowships. Students may also obtain information from the assistant director of American Indian Student Services, Center for Student Life. Another valuable source of funding is through the American Indian Graduate Center, 4520 Montgomery Blvd. NE, Suite 1-B, Albuquerque, NM 87109-1291, (505) 881-4584.

Enrollment, Grades, and Graduation

COURSES APPROVED FOR GRADUATE CREDIT

Graduate credit for work successfully completed at the University of Oklahoma is allowed only for courses listed with a G before the course number. Daggerted courses (†G) are not applicable for graduate credit for majors in the academic unit offering the courses. Whether a particular course is acceptable as credit toward the degree on which the student is working is determined by the academic unit and/or advisory committee and the Graduate Dean. Graduate credit for work successfully completed at the University of Oklahoma Health Sciences Center is allowed only for courses listed in its Graduate College Bulletin.

GRADUES IN THE GRADUATE COLLEGE

The grades awarded in the Graduate College are A, B, C, D, F, S, U, I, W and X. The following explanations apply only to those courses that are approved for graduate credit. Students may not repeat a course in which they have earned a grade of A or B unless the course is one in which there is a change of content.

AW, meaning administrative withdrawal, is a neutral grade assigned when the student is involuntarily withdrawn by the institution during the designated semester for disciplinary or financial reasons, or for inadequate attendance.

D is failing insofar as credit toward a graduate degree is concerned and cannot be used to satisfy prerequisite requirements and/or requirements for certificates.

I is a neutral grade meaning Incomplete. It indicates that the student has not yet completed all required coursework. The instructor will indicate to the student what must be done to complete the course and set a time limit appropriate to the circumstances. However, the time allowed may not exceed one calendar year. If, by the end of the year, no change in grade has been submitted, the grade of I will become permanent on the student’s record. After a grade of I has become permanent, a student may re-enroll in the course. Credit for courses in which a student has received an I at the University of Oklahoma cannot be transferred from another institution. The one-year time limitation concerning removal of incompletes does not apply to graduate research and certain graduate problems courses.

P and NP, meaning Pass and No Pass, are used as grades in a course in which a student has enrolled under the “pass/no pass” grade option. The grades of P and NP are considered neutral in the computation of the student’s grade point average. P indicates work equivalent to a grade of C work or better. NP indicates no credit for a pass/no pass option enrollment. Graduate students may use the pass/no pass option only with courses that will not apply toward a graduate degree.

S and U are neutral grades meaning Satisfactory and Unsatisfactory. The grade of S signifies work equivalent to a grade of B or better. The grade of U indicates that no credit is received for the work undertaken. The grade of S is used in the final semester to indicate that a thesis, dissertation, or equivalent work is complete and deposited. The S grade may not be used for lecture/recitation courses except with the approval of the Graduate Dean. In special problems, individual research, and directed readings courses, if the course is graded S-U, S is the only passing grade accepted.
S and U grades may be used for seminar courses provided that the seminars are taught on a noncompetitive basis and that all students in the course are graded on this basis.

W, meaning withdrawal, is a neutral grade assigned when the student is passing at the time of withdrawal.

X is a neutral grade used only for the thesis and dissertation research courses numbered 5980 and 6980, and for thesis and dissertation equivalent courses numbered 5880 and 6880. It indicates that satisfactory progress is being made toward the thesis, dissertation or equivalent work. The grade of X is used until the thesis or dissertation is complete. When the thesis or dissertation is deposited, the grade for the final semester is S.

### Enrollment

To be eligible for enrollment, the student must have been admitted to both the University and to the Graduate College before the registration period ends for any given semester.

#### ENROLLMENT APPROVAL

All enrollments must be approved by the academic unit adviser or, in the case of unclassified students, by the Graduate Dean if no academic unit adviser has been assigned. A student whose initial enrollment in the University of Oklahoma is during the summer session will be subject to the University of Oklahoma catalog or bulletin in effect for the academic year following that summer.

#### ASSIGNMENT OF AN ADVISER

Although the Graduate Dean is a general adviser for all graduate students, a student is under the immediate direction of a graduate adviser in the academic unit of the major field. With the permission of the academic unit, students admitted in Unclassified status may be assigned a graduate adviser in the academic unit most closely related to their academic interest. All other students admitted as unclassified should report directly to the Graduate College for advising.

#### FULL-TIME AND MAXIMUM ENROLLMENT

Full-time enrollment for a graduate student is nine or more credit hours during the fall and spring semesters; four or more credit hours during the summer session. Audit courses do not count towards the number of hours. A student may not carry more than 16 hours per regular semester nor more than nine hours per summer session without the permission of the Graduate Dean.

### ENROLLMENT OF GRADUATE ASSISTANTS

A graduate assistant holding a 0.5 FTE appointment will be required to enroll in at least six credit hours during the fall and spring semesters and at least three credit hours for a summer session to be classified as a full-time student in the Graduate College. Students appointed to graduate assistantships should note in the Graduate Assistant Handbook the special rules applying to them. Graduate assistants with 0.5 FTE appointments enrolled in less than nine hours are not considered full-time for financial aid purposes. A minimum of six hours of enrollment is required to receive funds as a part-time student from the Oklahoma Tuition Aid Grant program. Programs with higher minimum enrollment requirements than those listed in this section shall so indicate in that section of the General Catalog which specifically describes their program. This information is also available in the academic unit and the Graduate College.

### ENROLLMENT OF UNDERGRADUATES IN GRADUATE COURSES

#### Eligibility

Qualified junior or senior undergraduates at the University of Oklahoma may, with permission from the academic unit, enroll in 5000-level graduate courses. Undergraduates may not enroll in 6000-level courses except by permission of the academic unit and the Graduate Dean.

#### Application for Graduate Credit

To apply for graduate credit, undergraduates must have a minimum overall grade point average of 3.00. The student must submit to the Graduate College the Application for Graduate Credit for Courses Taken During the Junior and Senior Years. The application must be submitted by the end of the second week of enrollment in the class for which graduate credit is requested.

To enroll in the course for graduate credit, the student must receive permission from:

- the instructor,
- the person who serves as liaison between the Graduate College and the academic unit offering the course, and
- the Graduate Dean.

The approval of the instructor signifies that the junior or senior will be graded at the same level as the graduate students in the class.

### Earning Graduate Credit

Credit for courses earning graduate credit may not be applied toward the bachelor’s degree. Conversely, courses applied toward a bachelor’s degree may not be applied toward a graduate degree. When the student has completed the requirements for the bachelor’s degree, the Graduate College will request that the student’s undergraduate college verify that the course was not required for the bachelor’s degree and that a grade of A, B, or S was earned in the course. If all of the above stipulations are satisfied, the Office of Academic Records will note on the student’s transcript that graduate credit was earned in the course.

#### Limitations

Each graduate degree has a prescribed set of courses required for that degree, and not all graduate-level courses can be applied to fulfill those requirements. Therefore, prior to enrolling in graduate-level courses, the student should consult with the academic unit from which he or she plans to receive a graduate degree to plan an appropriate program.

### ENROLLMENT IN OU HEALTH SCIENCES CENTER COURSES

A graduate student may enroll in graduate courses at the OU Health Sciences Center if they are appropriate for the degree sought. At the time of registration, a brief form for inter-campus registration must be completed at the Office of Admissions on the Norman campus. The courses taken will be reported and listed on the transcript of the student in the same manner as courses taken on this campus. Tuition waivers awarded from the Norman campus Graduate College may not apply to courses taken at the OU Health Sciences Center. Consult with the Graduate College for additional information.

### ENROLLMENT IN LAW COURSES

The College of Law will allow graduate students at the University of Oklahoma to enroll in College of Law courses as long as the graduate student has the advance approval of: the student’s Dean or academic unit chair; the Dean or Associate Dean of the College of Law; and the professor teaching the course.

The course must be determined by the graduate student’s academic unit to beneficially contribute to the student’s graduate degree program. Of necessity, students desiring to take College of Law courses will only be allowed to do so after law students have enrolled and space remains in the class. Tuition waivers awarded from the Norman campus Graduate College do not apply to courses taken at the OU College of Law.

#### Grading Scale

Graduate students enrolled in College of Law courses may be graded on an S/U grading scale. Students who receive at least a 4 on the College of Law grading scale will be accorded an S in the course whereas those students receiving below this will receive a U.

### ENROLLMENT IN A GRADUATE PROGRAM AT ANOTHER UNIVERSITY

A University of Oklahoma graduate student must have the approval of the Graduate Dean to enroll concurrently in a graduate program at another university. Failure to obtain this approval could lead to disenrollment as a graduate student at the University of Oklahoma.
Auditing Courses
A graduate student may enroll as an auditor with the approval of the course
instructor. Junior and senior undergraduate students may audit 5000-level
courses if they have received permission from the instructor and the academic
unit. Undergraduates may not audit 6000-level courses, except with the
permission of the instructor, the academic unit and the Graduate Dean.

Degree Completion
To qualify for a higher graduate degree, students must achieve an overall
grade point average of 3.00 or higher in the degree program coursework
and in all resident graduate coursework attempted. A student must also
have at least a 3.00 in all coursework (undergraduate and graduate
combined) attempted. All these grade point calculations are based on
coursework attempted since the completion of the most recent degree
earned at the University of Oklahoma.

APPLICATION FOR GRADUATION
Students must apply for the appropriate degree early within the semester in
which they propose to graduate. The “Application for Graduation” must be
filed with the Office of Academic Records indicating the student’s name
exactly as it is to appear on the diploma and giving the exact date for
which the student was admitted to candidacy;

GRADUATION
Degrees are conferred at the regular commencement exercises in May and
in absentia at the end of the fall semester and summer session. Attendance
at the commencement exercises when the degree is conferred is requested
of all candidates. Appropriate academic attire must be worn. The Graduate
College will not approve any changes in the student’s permanent record
once the graduate degree is awarded.

Graduate College Standards
The Graduate College is responsible for periodic performance reviews of
graduate students in accordance with the guidelines described in this
bulletin. The Graduate Council and the Dean of the Graduate College shall
supervise and evaluate the academic units of the University which offer the
master’s and doctoral degree to ensure observance of policy and academic
excellence. They shall use adequate means of inspection in evaluating the
quality of master’s and doctoral programs.

RETENTION
A student will be permitted continue as a graduate student as long as he or
she fulfills the specific requirements of the academic unit and:
- makes satisfactory progress toward the degree;
- maintains a minimum 3.00 GPA in all coursework attempted (undergraduate and graduate combined) while in the graduate program; and
- maintains a minimum 3.00 GPA in all graduate coursework attempted while in the graduate program.
The rules for retention apply to all graduate students.

Progress Review
The Graduate College monitors each student’s academic progress. At the
end of each semester or summer session the Graduate College will notify
those students who fail to meet the standards of performance.

Satisfactory Progress
Making satisfactory progress toward the degree includes, but is not limited to:
- timely completion of the coursework required for the degree,
- submission of an advisory conference report if a doctoral student,
- progress made in completing research,
- passing of the comprehensive, general examination, or final oral
  examination,
- completion of the thesis or dissertation.

The Grade Point Average
A graduate student’s grade point average is calculated in two ways:
- on graduate coursework only, and
- on all coursework attempted.
These grade point averages are determined on the coursework taken at the
University of Oklahoma since completion of the most recent degree
earned at the University of Oklahoma. If either of the two calculations
yields a grade point average less than 3.00, the student will be placed on
academic probation. All grades obtained in graduate-level courses,
whether comprising a part of the degree program or not, will be used in
calculating grade point averages for purposes of retention and graduation.
Exceptions are grades of S, U, I, X, P, NP, W, and AU, for which no grade
points are awarded. If a graduate student has credits earned as an
undergraduate that were approved to form part of the graduate program,
these credits will be used in determining the student’s grade point average.

ACADEMIC PROBATION
Students on probation will be notified by letter and/or e-mail that they
have been placed on probation. The student’s major department also will
receive same notification.

Low Graduate GPA
Students placed on academic probation because their performance in
graduate coursework is below a cumulative GPA of 3.00 will be evaluated
each semester and at the end of the semester in which the next 12 hours of
grade credit coursework is completed. The 12 hours represent the
probationary period. If a student on probation does not achieve a
cumulative grade point average of at least 3.00 in all letter-graded graduate
courses taken at the University of Oklahoma since completion of the most
recent degree at the University of Oklahoma, further enrollment will be
denied. Students enrolled in graduate degree programs in which they do
not accumulate grade points will be evaluated at the conclusion of an
equivalent period. Students who do not improve their grade point averages
may be denied further enrollment before the probationary period elapses.

Low Overall Coursework GPA
Students who are placed on probation because their overall performance
for both undergraduate and graduate coursework is below a cumulative
grade point average of 3.00 will be evaluated as above, except that the
probationary period will be considered the next 12 credit hours of both
undergraduate and graduate coursework taken.

U and NP Probation
A student earning two or more credit hours of U and/or NP in one semester
or summer session will be placed on academic probation for the next two
semesters in which the student enrolls. Earning two or more credit hours of
U and/or NP during a U or NP probation will be grounds for dismissal from
an academic program and the Graduate College.

DISENROLLMENT FOR LOW GRADES
A student will be denied further enrollment when the student is placed on
any type of academic probation for the third time. When a doctoral
student earns nine credit hours of grades of C, D or F in any combination,
the student will be disenrolled from the doctoral program. A student who
does not meet the requirements of a conditional admission is subject to
disenrollment from the Graduate College.

ACADEMIC UNIT STANDARDS
Academic Units may have additional and more stringent criteria for
evaluating a student’s performance and progress. They may demand a
higher level of performance than that required by the Graduate College.
An academic unit may, under some circumstances, recommend
disenrollment of a student from a graduate program even though a 3.00
grade point average has been maintained. In such cases, the academic unit
must describe in writing to the student and the Graduate College the
circumstances on which the unsatisfactory performance or progress
evaluation is based, and specify what the student should do and the time
frame for improvement. If the student fails to meet the criteria outlined in this
letter, the academic unit may recommend disenrollment from the program.
Grounds for disenrollment include, but are not limited to:
• failure to be accepted by an appropriate thesis or dissertation adviser within the stipulated time limitations;
• failure to make timely progress toward the degree;
• failure to perform in coursework, qualifying examinations, or research at an acceptable level in the respective academic unit.

EVALUATION OF STUDENTS

Academic units must conduct an annual review and evaluation of their graduate students’ progress in meeting degree requirements. Normally, the graduate faculty of the academic unit conducts this review. However, in large academic units, the review may be done by program units, or other units designated by the department, when authorized by the Graduate Dean. Any exceptions to this requirement must receive the prior written approval of the Graduate Dean.

Review Criteria

The review may include, but is not limited to, considerations such as:
• progress made in meeting conditions of admission;
• completion, within the prescribed period of time, of those courses in which the student has received an I;
• completion of core course requirements;
• completion of research tool requirements;
• progress made in completing research requirements;
• timely filing of the prospectus;
• the general quality of research;
• completion of the thesis or dissertation.

The review may also encompass the student’s broader scholarly capabilities and professional development. The review should not include an assessment of the student’s performance as a graduate assistant.

Review Notification Letter

The academic unit will notify each student and the Graduate College by letter of the student’s progress and performance toward satisfying degree requirements. If there are deficient areas, the academic unit should specify clearly what the student should do to receive a satisfactory evaluation. If the student is not so notified by the end of the 14th week of the spring semester, it is the student’s responsibility to request in writing that the academic unit provide such an evaluation. This request must be received by the academic unit prior to the beginning of the summer session. Failure to receive or request the written evaluation does not change the student’s responsibility of maintaining satisfactory progress in meeting academic unit and Graduate College requirements.

Second Review

The Graduate College will review the student’s total record and, if appropriate, the student will be placed on probation. The academic unit is responsible for monitoring the performance of a student with a less than satisfactory evaluation and shall conduct a second review at the end of the next semester or designated period. The Graduate College and the student should be notified by letter of the results of the second review. Based on the second review and the academic unit’s recommendation, the Graduate College will either:
• remove the student from probation,
• deny the student further enrollment, or
• continue the student on probation for an additional period.

Third Review

A student who receives three consecutive unsatisfactory evaluations will be denied further enrollment.

Disenrollment

Just as the Graduate College has the formal responsibility of admitting graduate students, it also has the responsibility of formally disenrolling students.

Options for Disenrolled Students

A student who is disenrolled from a graduate program may apply to pursue a graduate degree in another major field, provided that, at the time of the new admission, the student satisfies all applicable requirements under the rules and regulations of the University of Oklahoma, its colleges, and its academic units. When a doctoral student earns nine credit hours of grades C, D or F in any combination, the student will be disenrolled from the doctoral program and will be ineligible for admission to another doctoral program. However, this student can be considered for admission to a master’s program in which the student does not already hold a master’s degree.

SPECIAL STANDARDS OF PERFORMANCE FOR STUDENTS ENROLLED IN INTERNSHIPS, PRACTICA OR SIMILAR PROFESSIONAL EXPERIENCES

Some degree programs require that students successfully complete a professional experience such as an internship or practicum. Students who have advanced to this point in their academic programs must exhibit the highest level of professional standards and conduct. For this reason, a student who earns an unsatisfactory grade, or engages in inappropriate conduct in a professional experience such as an internship or practicum, may be disenrolled from the academic program. In order to recommend a student for disenrollment under these provisions, the chair or director will:
• meet with the student involved;
• conclude that the incident or incidents involve misconduct so egregious that the student must not be assigned a second professional experience; and
• will write a letter to the Graduate Dean with a copy to the student reporting on the incident; describing the professional standards which that have been violated, the results of the investigation, and the results of the meeting with the student, and recommending that the student be disenrolled.

The Graduate Dean may then approve or disapprove the recommendation or may conduct a further investigation. If the recommendation is approved, the Graduate Dean will notify the student of disenrollment from the academic program and advise the student of the right to file an academic appeal of the matter. The Academic Appeals Board for the Graduate College will hear appeals of disenrollments made under the provisions of this policy.

ACADEMIC MISCONDUCT

The Student Code specifies the responsibilities and conduct of students on the Norman campus. The code includes the academic misconduct procedures in force on the campus. The definition of academic misconduct is as follows:
• cheating (using unauthorized materials, information, or study aids in any academic exercise), plagiarism, falsification of records, unauthorized possession of examinations, intimidation, and any and all other actions that may improperly affect the evaluation of a student’s academic performance or achievement;
• assisting others in any such act; or
• attempting to engage in such acts.

It is the responsibility of each student to be familiar with the definitions, policies and procedures concerning academic misconduct.

The Student Code is available from the Office of the Vice President for Student Affairs or on the Internet at www.ou.edu/studentcode. Further information about academic misconduct is contained in the Student’s Guide to Academic Integrity, available on the Internet at www.ou.edu/provost/integrity.

ACADEMIC APPEALS (Graduate)

A Graduate College Academic Appeals Panel will be appointed and given authority to hear all appeals involving qualifying examinations, comprehensive examinations, general examinations, theses and dissertations, and other appropriate matters as determined by the Graduate Dean. The only issues to be resolved are those of prejudiced or capricious evaluation, or alleged inability to speak the English language to the extent necessary to adequately instruct students. Complete information about Graduate College academic appeals may be obtained from the Graduate College Academic Appeals Guidelines and the Student Code, Title 14.

Filing an Appeal

If the student wishes to appeal, the student will submit a written appeal to the dean. The written appeal must specify:
1. the action being appealed;
2. the names of individuals allegedly responsible, if known;
3. a summary of the evidence of alleged wrongful treatment; and
4. a statement of the relief desired.
Time Limits

- In cases of end-of-term evaluations, a student must notify an instructor of a dispute over an academic evaluation and must attempt to resolve differences no later than February 15 for the previous fall semester or winter session, and no later than September 15 in cases of end-of-term evaluations for the previous spring semester, spring intersession, or summer session.
- In cases of an evaluation made known to a student during the term, the student must notify an instructor of a dispute over an academic evaluation and must attempt to resolve differences no later than 15 calendar days (excluding Saturdays, Sundays, and University holidays from classes) following the day when attempts at resolution are completed.
- The board shall deny any request for hearing on the claim unless, in the view of the board, the student has been prevented from complying with the appropriate time limit (for example, a student being called into military service).
- A written appeal must be filed as soon as possible, but in no event later than 10 calendar days (excluding Saturdays, Sundays, and University holidays from classes) following the day when attempts at resolution are completed.
- The board shall deny any request for hearing on a claim, which does not meet this deadline unless, in the view of the board, exceptional circumstances exist whereby the student is prevented from filing a claim.

THE GRADUATE ASSISTANT APPEALS BOARD

The Graduate Assistant Appeals Board will be appointed to hear appeals by graduate assistants regarding termination requests by academic units and/or employment grievances of graduate assistants. Students wishing to file an appeal with the Graduate Assistant Appeals Board must do so within 10 calendar days (excluding Saturdays, Sundays, and University holidays from classes) of the action being appealed. Appeals should be filed in writing in the Graduate College Office. The written appeal should state:

- 1. the action being appealed,
- 2. the basis for the appeal, and
- 3. the relief the student seeks.

The decisions made by the Appeals Board will be considered as recommendations to the provost, who has final responsibility for such employment concerns. Complete information about Graduate Assistant Appeals is located in the Graduate Assistant Handbook.

STUDENT GRIEVANCES

Sexual Harassment

The University of Oklahoma explicitly condemns sexual harassment of students, staff and faculty. Since some members of the University community hold positions of authority that may involve the legitimate exercise of power over others, it is their responsibility to be sensitive to that power. The University is committed to providing an environment of study and work free from sexual harassment and to ensuring the accessibility of appropriate grievance procedures for addressing all complaints regarding sexual harassment. To proceed with such a grievance, contact the Office of Equal Opportunity, 102 Evans Hall, for further information, or call (405) 325-3546.

Student Discrimination

The University has a policy of internal adjudication of student grievances. A procedure is established to provide the opportunity for a student to have a grievance of any type heard and adjudicated by administrative settlement. The procedures are designed to hear all grievances related to alleged discrimination on the basis of race, color, sex, religion, national origin, or age. For further details about the procedure to be followed, see the Student Code under the section, “University of Oklahoma Student Discrimination Grievance Procedure” or contact the Office of Equal Opportunity.

Information for Master’s Students

BASIC REQUIREMENTS FOR THE MASTER’S DEGREE

Graduate College Requirements

The master’s degree requires the equivalent of at least two semesters of satisfactory graduate work, and such additional work as may be prescribed for the degree. All coursework applied toward the master’s degree must carry graduate credit. Whether or not a thesis is required is determined by the Graduate Council on request from the academic unit offering the degree.

Thesis Program Requirements

If a thesis is written, the program will consist of at least 30 credit hours.

Non-Thesis Program Requirements

The number of credit hours required for a non-thesis program is program dependent, but all of these programs require at least 32 credit hours.

Major and Minor Requirements

The major requirements, as well as undergraduate prerequisites, are determined by the academic unit offering the degree and approved by the Graduate College. Minor emphasis requirements are determined by the academic unit in which the minor is earned. Requirements for the minor are a minimum of 12 hours to be distributed as nine credits from the approved lists of regular courses as defined, and three credit hours from the list of analysis tools. Minors are not currently posted to the graduate transcript.

Academic Unit Requirements

A department is permitted to add to the minimum undergraduate course requirements for the graduate minor and major fields, and to make recommendations concerning the preliminary work which must be done before the student may be recognized as having attained full graduate standing in the department. Statements of these special requirements are included in the academic unit announcements.

Course Credit Requirements

All resident credit required for a master’s degree must be taught by members of the graduate faculty of the University of Oklahoma. Some course credit may be transferred from other institutions, under certain conditions. Courses completed through correspondence study are not acceptable toward the master’s degree.

Obtaining a Master’s Degree While Working on a Doctoral Degree

Students who do not hold the master’s degree in the doctoral field, but who have passed the general examination for the doctoral degree, may be admitted to candidacy and awarded the appropriate master’s degree provided they meet the following conditions:

- make formal application for the master’s degree (within required filing dates);
- meet all academic unit requirements;
- secure the recommendation of the major academic unit; and
- apply for graduation.

Graduate students working on a doctoral degree cannot apply for a master’s degree based on the passage of the General Examination if a thesis is required for all master’s degrees in that academic unit. The Graduate College normally does not grant an additional master’s degree in the same field in which an individual already holds a master’s degree.

TRANSFER CREDIT APPLIED TOWARDS THE MASTER’S DEGREE

Graduate College Guidelines for Transfer Credit

The acceptance of transfer credit toward master’s degree programs at the University of Oklahoma is determined in accordance with the following criteria:

1. The coursework transferred represents valid graduate credit earned in graduate-level courses from an accredited college or university; and
2. The credit is not more than five years old at the time of admission or readmission to the degree program; and
3. The credit is applicable to the degree program; and
4. The credit is approved by the academic unit and the Graduate College Dean.

The credit must carry a grade of A, B, or S on a 4.0 scale, and the S grade must be equivalent to a B or higher. For institutions with an expanded grading system ( +/- system), the transfer credit must be equivalent to 3.00 or higher. Grades of B- do not transfer.

**Limitations on Transfer Credit Applied Toward the Master’s Degree**

No more than 25 percent of the minimum number of credit hours required for the master’s degree may be transferred from other institutions. However, eight transfer hours may be accepted in a program that requires less than 34 credit hours.

**Academic Units Unit Guidelines for Transfer Credit**

Academic units with transfer rules more stringent than those of the Graduate College shall so indicate in that section of the General Catalog which specifically describes their program. The rules of these academic units shall take precedence over those found elsewhere and are available in the Graduate Catalog and the academic unit.

**Transfer Credit from OSU-Tulsa to OU-Tulsa Programs**

A list of degree and certificate programs offered by OU in Tulsa is available in this bulletin and on the OU-Tulsa Web site at [http://tulsagrad.ou.edu/]. In no case may more than 15 hours from OSU-Tulsa be applied toward a graduate degree earned at OU-Tulsa. A student who interchanges more than eight hours of credit between Oklahoma State University and the University of Oklahoma must petition the Graduate Dean for permission to apply transfer credit from a third institution toward their degree program. Coursework transferred from OSU-Tulsa must meet all other normal requirements for transfer credit. Individual degree programs may have more restrictive policies regarding transfer credit. Students should contact their academic unit for more information about the acceptability of transfer credit.

**Transfer Credit From the OU Health Sciences Center**

Graduate coursework completed at the University of Oklahoma Health Sciences Center is considered residence credit. Upon approval by the academic unit and Graduate Dean, this credit may be used without limitations as credit toward a degree on the Norman campus.

**Transfer Credit from the OneNet Conferencing System**

An exception to the 25 percent limit on transfer credit is made for courses taken through the OneNet two-way video conferencing system. Up to 50 percent of the credit hour requirements for a master’s degree may be transferred from Oklahoma State University if the courses were taken via OneNet. Residence credit is granted for graduate-level coursework taken via OneNet when taught by a member of the University of Oklahoma graduate faculty.

**Transfer Credit From a First Master’s Degree Applied Toward a Second Master’s Degree**

Credit hours previously presented and counted for one master’s degree may not be applied toward satisfying the requirements of a second master’s degree with the exception of approved dual degree programs.

**Transfer Credit From a Professional Degree Applied Toward a Master’s Degree**

With the approvals indicated above, the credit from a professional degree (e.g., DD, MD, JD, DVM, DDS) may be applied toward a master’s degree as transfer credit, provided that such courses carry a grade of B or better and have been approved for graduate credit.

**Transfer Credit in Absentia**

Courses and fieldwork done in absentia may be transferred in rare cases upon recommendation of the academic unit and with approval of the Graduate Dean.

**Transfer Credit From Advanced Standing Exams**

No graduate credit may be earned by advanced standing examinations.

**Transfer Credit and Grade Point Average Computation**

Transfer credit is considered neutral in the computation of the University of Oklahoma grade point average for the purpose of determining continued admissibility and graduation.

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**COURSE CREDIT LIMITATIONS (Graduate)**

**3000/4000-Level Courses**

With approval of the academic unit, a student may apply up to a total of 12 credit hours of 3000 and/or 4000 level courses that carry graduate credit toward a 30 to 36 credit hour master’s degree. For any graduate degree requiring more than 36 credit hours, a student may apply up to one-third of the total credit hours, but no more than 16 credit hours of 3000- and/or 4000-level courses toward the degree. A maximum of three-fourths of the credit hours of 4000-level courses permitted by the Graduate College may be from the academic unit offering the degree (e.g., nine hours on a 30- to 36-hour master’s degree). No 3000-level courses from the academic unit offering the degree may apply toward any of its graduate degrees.

A student who has special coursework needs that cannot be met within the limitations listed above may petition the Graduate Dean for an exception to the limitations. The petition must be submitted before the student completes 12 hours of graduate work in the program. The petition must contain a detailed justification for requesting the exception and must list all courses to be applied toward the graduate program. The petition must be endorsed by the student’s graduate liaison. The Graduate Dean will make a decision based on the merit of the petition. This decision will not be considered as a precedent for further petitions requesting an exception to the number of 3000/4000-level courses that can be applied toward a graduate degree.

**S/U Graded Courses**

No more than one-half of the coursework for an OU master’s degree, excluding research for the thesis (5980), may be S/U graded coursework.

**Research for Master’s Thesis Credit**

Within the limit of six credit hours, each academic unit must set the number of credit hours of Research for Master’s Thesis (course 5980) that may be counted toward the master’s degree. Each academic unit must inform the Graduate College of its limits.

**Application of Credit from an Unsuccessful Graduate Program to Another Graduate Program**

The student must gain admission to a different program from the unsuccessful program, and must have permission from that academic unit and the Dean of the Graduate College to include courses taken for the first graduate program. The courses must be applied to a different academic program than the one in which the student failed the comprehensive examination or thesis defense, and the courses must be applicable to the new degree program. Courses taken prior to failing the general examination for the second time may count for no more 50 percent of the credit hours required for another master’s degree at the University of Oklahoma, and they are applicable only if the courses were taken within five years of the student’s admission to the second master’s degree program. Courses taken prior to failing the comprehensive examination for the second time or the thesis defense can count for no more than 25 percent of the credit hours required for another master’s degree at the University of Oklahoma. No credit hours from a failed graduate degree can be applied directly to a doctoral program. However, if credit hours from a successful master’s degree were applied to the failed doctoral degree, the hours taken for the master’s degree may be applied toward another doctoral degree.

**TIME LIMITS FOR COMPLETION OF THE MASTER’S DEGREE**

**Graduate College Time Limits**

A student registered in a master’s degree program will normally complete all of the degree work within five calendar years of graduate enrollment at the University of Oklahoma.

**Academic Unit Time Limits**

Academic units with shorter time limits shall so indicate in those sections of the General Catalog which refer specifically to their programs. This information also is available in the Graduate College and the academic unit. Students in these programs must abide by the lesser time period. No program may set a longer period for degree completion than that established by the Graduate College.
Extensions
If additional time is necessary and proper to complete the degree, the student’s committee should petition the Graduate Dean for an extension. This petition must be endorsed by the graduate liaison. Extensions may be granted for a variety of reasons that may include, but are not limited to, job relocation, military duty, pregnancy, illness, a serious accident, divorce, or other personal tragedies within the immediate family. The extension may be granted with qualification or it may be denied. An extension of time for completion of degree requirements does not affect the limitations of the number of allowed over age credit as outlined below in “Course Age Limits.”

Extensions over One Year
Extensions exceeding one year may require that the academic unit certify that the student’s knowledge is current and appropriate to the degree at the time it is awarded. The academic unit is required to describe how it will determine that the student is current in the field at the time the degree is awarded. This may involve re-examination or additional coursework. See below, “Validating Overage Coursework.”

Course Age Limits
Graduate credit taken at the University of Oklahoma or at another accredited university that is to be applied toward a master’s degree must not be more than five years old at the time of admission or readmission to the Graduate College. No more than 25 percent of the total credit hours (residence credit and transfer credit, if any) applied toward the master’s degree can be more than five years old at the time of graduation.

Validating Overage Coursework
When a student wishes to apply overage credits from coursework taken at the University of Oklahoma, the overage credits must be validated. The department must develop a plan for evaluating the course content and the student’s knowledge. The process for validating overage coursework must have the approval of the Graduate Dean before it is implemented. After the evaluation is conducted, a report is made to the Graduate Dean for approval of the credits. The evaluation must address two issues:
1. The material in the overage course must represent the current state of the discipline. The coursework must represent current knowledge; therefore, the department must determine what knowledge is now contained in the current course. If the course content is no longer current, the department must determine whether the student has mastered the subjects currently addressed in these courses.
2. The department must develop a concrete plan to evaluate the students’ currency. The evaluation cannot be oral or informal. Usually the evaluation is done by a written exam, which may or may not be a component of the comprehensive or general exam. In the case of students who have carried out continued academic activity in the field, the department can accept continuing creative activities in the area, such as teaching or refereed presentations or publication in the field.

A student in a thesis track program must work with an adviser to select a thesis topic and a thesis committee. The thesis topic and committee must be chosen no later than the semester in which the student is required to complete the requirements of the degree. The material for the thesis must represent an original contribution to the academic field of knowledge, and it must represent original research by the student.

ADMISSION TO CANDIDACY (Master’s)
A student who has done satisfactory graduate work and has maintained an overall grade point average of at least 3.00 on all resident graduate level courses and on all resident credit attempted may normally be admitted to candidacy for a master’s degree as soon as the student has enrolled in sufficient hours for the degree. A student can initiate the steps to schedule the comprehensive examination, the final oral/written examination, and/or the thesis defense only after he or she has received candidacy status. Final authority for admission to candidacy rests with the Graduate Dean.

Admission to Candidacy Form
An Admission to Candidacy form must be filed in the Graduate College no later than the first Monday in March (for summer graduates), the first Monday in April (for fall graduates) and the first Monday in October (for spring graduates). When appropriate, use the program-specific form. The Admission to Candidacy form must be signed by the graduate liaison in the student’s department. The liaison’s signature indicates that the proposed course of study has been approved. Only those graduate-level courses needed to complete the requirements of the degree should be listed on the Admission to Candidacy form. If graduate-level courses are listed in excess of those required for the degree, they will be considered part of the degree program. This can create problems for students who plan to complete a second master’s degree or a doctoral degree program.

The Graduate College must approve both sides of the form — the Admission to Candidacy side and the Program of Graduate Work side. All courses listed on the Program of Graduate Work side must be completed with a satisfactory grade. It is the student’s responsibility to make sure that all courses with I grades have been completed and that the I make up reports have been filed. Students pursuing a dual degree must file candidacy forms for both programs in the Graduate College before the Graduate College will authorize the comprehensive examination or thesis defense.

Information Packet
When the student files the Admission to Candidacy form in the Graduate College, then he or she will receive a packet containing written instructions for the completion of the master’s degree. These packets also are available on the Graduate College Web site at http://gradweb.ou.edu.

There are two packets, “Information for Master’s Candidates-Non-Thesis Option” and “Information for Master’s Candidates-Thesis Option,” and “Information for Master’s Candidates-Non-Thesis Option,” are available in the Graduate College. Students are encouraged to obtain this information at least the semester prior to the completion of their program of study.

Changes to the Admission to Candidacy Form
• Additions, deletions or other modifications to the Admission to Candidacy form must be submitted in writing to the Graduate College and signed by the graduate liaison of the student’s academic unit.
• The student will contact the graduate liaison, request that the modification to the Admission to Candidacy form be authorized, obtain the required signatures, and forward the modifications to the Graduate College.
• Failure to undertake these steps could delay a student’s graduation.

Thesis Option
A master’s thesis is the product of individual research. It should represent an original contribution to the academic field of knowledge, and it must represent original research by the student.

Thesis Topic and Committee Selection
A student in a thesis track program must work with an adviser to select both a thesis topic and a thesis committee. The thesis topic and committee must be chosen no later than the semester in which the student is required to submit the Admission to Candidacy form, or following the procedures established by the academic unit, if earlier.

Thesis Committee Selection
The committee must consist of a major professor and at least two other members of the graduate faculty. The Graduate Dean must approve the committee members. In rare circumstances the Graduate Dean may appoint additional members to a student’s master’s thesis committee.

Application for Approval of the Master’s Thesis Topic and Committee Membership
The Application for Approval of the Master’s Thesis Topic and Committee Membership form must be signed by all the committee members and the graduate liaison of the academic unit. This form must be filed in the Graduate College at the time the Admission to Candidacy form is filed. No substitute forms will be approved by the Graduate College and only forms correctly completed, with original signatures, will be evaluated.

Changes to Thesis Committee or Thesis Topic
If there are any changes in either the committee membership or the topic of the thesis, a new Application for Approval of the Master’s Thesis Topic and Committee Membership form must be completed. Changes in either
the thesis topic or thesis committee membership must be fully approved by
the Graduate College at least 14 days prior to the thesis defense.

If the committee membership changes, all members of the new committee
and all members of the previous committee must sign the new form. If a
member of the previous committee is not in residence during the semester
of the defense, then the chair or director of the academic unit may sign
the form. Any faculty member who is being replaced and who is in residence
during the semester of the defense, must indicate approval of the change
by signing the back of the new form. This signature indicates a willingness
to be deleted from the committee. If the committee member being
replaced is no longer employed by the University of Oklahoma, the
Graduate College should be contacted for instructions on completing the
new form.

If the thesis topic changes, all committee members and the graduate liaison
of the academic unit must sign the new form.

CHANGE IN TITLE
Changes to the title (not topic) listed can be made with permission of the
Graduate Dean.

THE THESIS
Copies of instructions for writing the thesis are available in the Graduate
College or on our Web site at http://gradweb.ou.edu.

ENROLLMENT REQUIREMENTS FOR
THESIS RESEARCH
The initial enrollment in “Research for the Master’s Thesis” (5980) must be
for at least two credit hours. Following the initial enrollment in “Research
for Master’s Thesis” (5980), the student must maintain continuous
enrollment on the home campus at the University of Oklahoma in at least
two hours of 5980 during each regular semester until all degree
requirements are completed or the candidacy is discontinued.

Number of Thesis Credit Hours
The minimum enrollment in 5980 is two hours each semester. The number of
thesis credit hours for each enrollment will be determined by the faculty
adviser on the basis of the amount of faculty and University services
required by the individual student. A student working full-time on the
thesis and using University facilities should enroll in at least nine hours of
5980 in regular semesters and four hours of 5980 during summer sessions.
Such enrollments must be completed during the regular registration period.

Summer Enrollment in 5980
Students are not required to enroll in 5980 during the summer session
unless any one of the following apply:
• the student is actively working on the thesis; or
• the student is seeking committee advice on the thesis; or
• the student is otherwise using University facilities; or
• the degree is conferred in the summer session.

Exceptions to Continuous Enrollment in 5980
The continuous enrollment regulation will be waived for a student who is
not working on the thesis and who is enrolled in at least nine graduate
credit hours per regular semester. However, if thesis work is being done
during a regular semester or summer session, a student must enroll in 5980
regardless of the number of other hours of enrollment. Other exceptions to
the continuous enrollment regulation will be considered on an individual
basis by petition to the Graduate Dean.

Enrollment Non-compliance
In the event that a graduate student does not comply, or has not complied,
with the enrollment provisions above, then the student must enroll during
the semester in which graduation is expected in the exact number of hours
of 5980 that would have been completed with continuous enrollment. In
addition, the student must pay a late enrollment fee for each of these
semesters. Retroactive fees and tuition are assessed at the current semester
rates. The final determination of the number of hours of 5980 in which the
student must enroll in the final semester of the degree program, along with
the collection of the appropriate fees, is the responsibility of the Graduate
College and the Bursar’s Office.

THESIS DEFENSE
The candidate is permitted only one thesis defense. A student must be
enrolled for credit in at least two graduate credit hours at the University of
Oklahoma in the semester in which the thesis defense is taken.

Thesis Draft
The student is responsible for providing every member of the Thesis
Committee with a draft of the thesis. The Thesis Committee will determine
the timing of the student’s submission of the draft in order to give
committee members sufficient time to review the thesis prior to the
deadlines for submitting a reading copy to the Graduate College.

Authority for the Thesis Defense
The reading copy must be presented in person, not by mail, to the
Graduate College two days before the thesis defense. The Graduate
College will review and approve the reading copy. Once the reading copy
of the thesis is approved, the Graduate College will issue to the student the
Authority Report Form of the Thesis Defense. The student may not defend
until this authority form has been issued. Failure to obtain the authority
form may negate the results of a successful thesis defense. Authorization for
the defense is valid for the period listed on the form. If the defense is not
completed during this period, the Graduate College must be notified and
the form returned marked “Not Taken.”

The Defense
A majority of the members of the thesis committee must be present and
participate in the defense. It is expected that all participants will be present,
but members can attend by video or telephone by permission of the
Graduate Dean. The thesis defense may not be held when a suitable
committee cannot be assembled. The thesis defense may not be held
when the University is not in session or during the period of final course
examinations. In unavoidable circumstances, a student and committee can
petition the Graduate Dean to hold the defense when the University is not
in session.

Decision
Within 72 hours of the thesis defense, the chair of the committee will
report the committee’s decision to the Graduate Dean on the
Authority Report Form of the Thesis Defense. All members of the thesis committee
must sign the report form. A unanimous vote at the defense of the thesis is
expected; however, on occasion some dissenitng reports are received.

DISSENTING VOTES
If one member of the thesis committee disists, the dissent is recognized
as a minority report. If the committee consists of more than three members
and two dissent, then the Graduate Dean will investigate and make a final
decision. If more than two members of the Committee vote unsatisfactory,
the thesis defense will be judged a failure regardless of how the majority of
the Committee votes.

UNSATISFACTORY DEFENSE
If the defense is determined to be unsatisfactory, this decision is final and
the defense cannot be repeated. The student will be disenrolled from the
Graduate College and the student’s candidacy for the master’s degree will
be terminated. A student who is disenrolled from a graduate program may
apply to pursue a graduate degree in another major field, provided that, at
the time of the new admission, the student satisfies all applicable
requirements under the rules and regulations of the University of
Oklahoma, its colleges, and its academic units.

SATISFACTORY DEFENSE
Once the thesis has been successfully defended, the student must deliver
three originally signed, unbound copies of the thesis on white, 20-pound
weight, 100 percent watermarkd cotton or rag bond paper to the Graduate
College. These copies must be brought to the Graduate College within 60
calendar days following successful defense of the thesis. They cannot be sent
through the mail. Students who are planning to graduate in a particular semester
must meet specific deadlines and may not have 60 days available. The Graduate
College will review the thesis and perform a final degree check. If everything is in
order, the student will receive a deposit form that must be signed by library
personnel and returned by the student to the Graduate College.
FAILURE TO DEPOSIT FINAL THESIS WITH LIBRARY
If the thesis is not deposited in the library by the last day of the semester in which it was defended, the student may be required to enroll in additional hours. If the final thesis is not deposited in the library within 60 days of the defense, then the results of the first defense will be set aside and the student must repeat the thesis defense. A student required to repeat the thesis defense under these circumstances must present to the Graduate College a new reading copy of the thesis, which has received preliminary approval of the major professor. When this new reading copy has been accepted by the thesis committee, the student can then schedule the thesis defense. The student must be present in person for the thesis defense.

Graduation Completion
A student may not graduate until all degree requirements are completed, including depositing the final copy of the thesis in the Library.

Non-Thesis Option

COMPREHENSIVE EXAMINATION
A comprehensive examination is one of the requirements of a non-thesis program and cannot be waived. The examination may be either oral or written, or both. In any case, it should cover all work offered for the degree (fields, not courses). The maximum number of attempts to pass the master’s comprehensive examination is limited to two. A comprehensive examination is valid for two years from the end of the semester in which the comprehensive examination was taken.

Authority Report Form for the Comprehensive Examination
An Authority Report Form for the Comprehensive Examination must be requested in writing by the student’s chair or graduate liaison from the Graduate College prior to the administration of the examination, and at least one week before the examination. The authority report will not be issued until an Admission to Candidacy form is on file in, and has been approved by, the Graduate College. A student who has not completed the required or core courses and at least 75 percent of all coursework listed on the approved Admission to Candidacy form is not normally granted authority to take the comprehensive examination. However, exceptions can be made upon request to the Graduate Dean, provided that the graduate liaison and the student sign the Waiver for Early Examination. Core courses are defined as those specific courses that must be taken as part of the degree. They do not include courses taken from a prescribed list of courses. A student who is on probation may not take the comprehensive examination until probation status is cleared. The Graduate Dean must authorize the examination and approve the examining committee, consisting of no fewer than three persons. The authorization is valid for one semester only. The comprehensive examination may not be held when the University is not in session, during the period of final course examinations, or when a suitable committee cannot be assembled. If the examination is not completed during the semester in which authorization is given, the Graduate College must be notified and the form returned marked “Not Taken.” A new form must be obtained for the semester in which the examination is taken.

Enrollment Requirements During the Semester the Comprehensive Examination is Taken
A student must be enrolled for credit in at least two graduate credit hours at the University of Oklahoma in the semester in which the comprehensive examination is taken.

The Comprehensive Examination
A student should never take the comprehensive examination before authority is granted by the Graduate College. Failure to follow this procedure could invalidate a satisfactory performance on the comprehensive examination. All members of the committee must participate in the examination.

Decision
Within one week after the comprehensive examination is held, the Authority Report Form of the Comprehensive Examination must be returned to the Graduate College with the results and the signatures of all committee members. A unanimous vote of the examining committee is expected; however, on occasion some dissenting reports are received.

DISSENTING VOTES
If one member of the committee dissents, the dissent is recognized as a minority report. If two of three members of an examining committee judge the student’s performance unsatisfactory, the examination will be judged a failure. If the committee consists of more than three members and two dissent, the Graduate Dean will investigate and make a final decision. If more than three members of the Committee vote that the student’s performance is unsatisfactory, the student is judged to have failed the examination.

FAILED EXAMINATION
If the comprehensive examination is failed, the student may, at the discretion of the committee, repeat the examination once in the following semester or later. The comprehensive examination may not be taken a third time, nor may it be taken twice in the same semester.

FINAL EXAMINATION
A final examination consists of a thesis defense and/or a separate comprehensive examination subject to the discretion of the academic unit. For those programs requiring both the thesis defense and a separate comprehensive examination, students will follow Graduate College and University regulations regarding both the defense and the comprehensive examination. Refer to the preceding sections on the “Comprehensive Examination” and “Thesis Defense” for those requirements and procedures.

Enrollment Requirements During the Semester the Final Examination is Taken
A student must be enrolled for credit in at least two graduate credit hours at the University of Oklahoma in the semester in which the final examination is taken. As a minimum, with department approval, a student may enroll in these two hours as an auditor.

GRADUATION
A student must file for graduation. Students who fail to apply by the stated deadlines will not be cleared for graduation until the semester all requirements are completed.

Checklist for Master’s Students

☐ Select the members of your comprehensive exam committee in conjunction with your graduate liaison.
☐ Names must be included on the Admission to Candidacy form.
☐ Obtain registration materials. Consult the graduate liaison of your academic unit for an adviser. Plan your program of study - check the master’s degree requirements for your academic unit and the Graduate College Bulletin. Register for coursework.
☐ Select a thesis topic in conjunction with your adviser no later than the semester in which you plan to start your thesis.
☐ Complete the Thesis Title form and have it signed by all members of your thesis committee and the graduate liaison for your academic unit. Return the form to the Graduate College at the time the Admission to Candidacy form is filed.
☐ File an Admission to Candidacy form for the master’s degree in the Graduate College. Obtain your packet from the Graduate College no later than the first Monday in March (for summer graduates), the first Monday in April (for fall graduates) and the first Monday in October (for spring graduates). For those academic units that have individualized Admission to Candidacy forms, you will obtain the form from them or from the
The University of Oklahoma 2006-2008 General Catalog

Graduate College

Graduate College Web site; for those not listed on the front of the packet, you will obtain the generic form from the Graduate College or the Graduate College Web site.

- Enroll in a minimum of two credit hours of 5980 each semester following your initial enrollment in 5980.
- File for graduation. Deadlines: Fall — November 1; Spring — March 1; Summer — July 1.
- Check with the members of your examination committee to select an examination date and suitable hour. Notify all examination committee members of the time and place. Only one attempt is afforded the candidate to defend the thesis.
- Present a reading copy of your master’s thesis to the Graduate College two days prior to the defense.
- Obtain the Authorization for the Comprehensive Examination form approximately one week prior to the examination. For the thesis defense, obtain authorization at least two days prior to the defense. For non-thesis degrees, check with the chair or graduate liaison in your academic unit.
- Within 72 hours after the thesis defense, or one week after the comprehensive or final examination, submit the report signed by all committee members to the Graduate Dean.
- Submit three copies of your thesis signed by all committee members to the Graduate College.
- Submit three copies of your thesis signed by all committee members to the Library within 60 days of passing your defense or by the semester deadline, whichever is sooner.
- Return the signed deposit form to the Graduate College.

Congratulations!

Information for Doctoral Students

Basic Requirements for the Doctoral Degree

The doctoral degree is awarded for excellence in research scholarship, not merely because a program of courses has been completed or a given amount of time spent in its pursuit. It signifies the attainment of independently acquired and comprehensive learning attesting to general professional competence.

A student should normally expect to spend at least the equivalent of three full academic years beyond the bachelor’s degree to obtain the doctoral degree. During this period the student shall take appropriate graduate coursework, successfully complete the General Oral and Written Examination, and submit and successfully defend the results of original dissertation research. The total number of hours, combining both formal courses and research, not merely because a program of courses has been completed or a given amount of time spent in its pursuit. It signifies the attainment of independently acquired and comprehensive learning attesting to general professional competence.

Residence Requirements

The primary purpose of residence requirements is to encourage the educational and professional development of individuals seeking advanced degrees. The opportunity for the student to interact with the faculty and other students in the University community, while freely using all the facilities thereof and being in a position to take advantage of a wide variety of cultural opportunities, justifies a relatively extended campus stay. In addition, it is obviously necessary that the University be in a position to oversee the development of the candidate, especially during the formal stages of the student’s final preparation for the General Examination. The student must be in residence as a full-time student at OU for at least two consecutive 16-week semesters and be engaged in coursework or research activities as prescribed by the major academic unit. This requirement may not be fulfilled during the completion of a master’s degree.

Responsibilities of the Academic Unit and Graduate Studies Committee

Within the powers delegated to the Academic Unit by the University, each academic unit offering the doctoral degree shall be responsible for, and determine how, its graduate program shall function. These determinations shall include how many hours of coursework constitute a minimum for the degree; what proportion of the work toward the degree is to be devoted to research; and the role of the dissertation. Further, each division shall make its own rules regarding the time that prospective candidates may spend, or work they may do, other than toward the degree itself, in classroom, laboratory, or research assistance or instruction. Research proficiency is based in part on the development of skills that vary considerably from one field to another. The faculty for each degree program are responsible for requiring that the doctoral candidate demonstrate proficiency in those skills deemed necessary for successful research performance. A faculty may, for example, require its students to demonstrate ability to read, write, or speak one or more foreign languages, to employ statistics in analyzing data or to program for the computer. The time and means of certifying prospective candidacy shall be decided by the academic unit of the University offering the degree. When a student has been accepted as a prospective candidate, the Graduate College shall be formally notified.

Course Credit Requirements

All resident credit required for a doctoral degree must be taught by members of the graduate faculty of the University of Oklahoma. Some course credit may be transferred from other institutions, under certain conditions. Courses completed through correspondence study are not acceptable towards the doctoral degree.

TRANSFER CREDIT APPLIED TOWARD THE DOCTORAL DEGREE

Graduate College Guidelines for Transfer Credit

The acceptance of transfer credit toward doctoral degree programs at the University of Oklahoma is determined in accordance with the following criteria:

- The coursework transferred represents valid graduate credit earned in graduate-level courses from an accredited college or university; and
- The credit is not over five years old at the time of admission or readmission to the degree program; and
- The credit is approved by the academic unit and the Dean of the Graduate College; and
- The credit is applicable toward the degree; and
- The credit carries a grade of A, B, or S on a 4.0 scale. The S grade must be equivalent to a B or higher. For institutions with an expanded grading system (+/- system), the course grade must be equivalent to 3.00 or higher. Grades of B- do not transfer.
- Transfer credits are also subject to the approval of the academic unit, which may have more stringent requirements than those of the Graduate College. Applicants should consult the proposed academic unit for information about transfer credits for individual programs.

Limitations on Transfer Credit Applied Toward the Doctoral Degree

The number of transfer hours accepted for each student is determined on an individual basis at the advisory conference. However, under no circumstances will more than 44 transfer credit hours be applied toward a doctoral degree. Correspondence, extension, and Advanced Programs credit beyond that permitted on the master’s degree is not accepted in the doctoral program. Credit used for one doctoral degree cannot be applied toward a second doctoral degree. Transfer credit for thesis research from a completed master’s degree may be applied toward a doctoral degree but is
limited to the total thesis hours required for the degree. If a master’s degree has been applied toward one doctoral degree, it cannot be applied toward a second doctoral degree.

Transfer Credit from the OU Health Sciences Center
Graduate coursework completed at the Oklahoma Health Sciences Center is considered residence credit. Upon approval of the academic unit and Graduate Dean, this credit may be used without limitations as credit toward a degree on the Norman campus.

Transfer Credit from a Professional Degree
Applied Toward a Doctoral Degree
Up to 14 credit hours beyond the master’s degree may be applied from a professional degree (JD, MD, DVM or DDS) toward the doctoral degree if the credit is approved by the Advisory Conference Committee and the Graduate Dean. Courses transferred from a professional degree must carry a grade of S or B or better and be approved by the University of Oklahoma Health Sciences Center or College of Law for graduate work.

Transfer Credit from Advanced Standing Exams
No graduate credit may be earned by advanced standing examinations.

Transfer Credit and Grade Point Average Computation
Transfer credit is considered neutral in the computation of the University of Oklahoma grade point average for the purpose of determining continued admissibility and graduation.

Application of Credit from an Unsuccessful Graduate Program to Another Graduate Program
No credit hours from a failed master’s or doctoral program can be applied directly to a doctoral program. However, it credit hours from a successful master’s degree were applied to the failed doctoral degree, the hours taken for the master’s degree may be applied toward another doctoral degree.

Transfer of Master’s Degree Credit Applied toward the Doctoral Degree
Credit applied to a completed master’s degree from the University of Oklahoma is regarded as transfer credit in relation to a subsequent doctoral degree at the University of Oklahoma. The Graduate College recognizes that master’s degree programs range from 30-64 hours, depending upon the discipline and the course of study. Where applicable, a student may transfer up to 44 semester hours of a completed master’s degree program (or the equivalent) toward a doctoral degree, regardless of age, provided that all transfer credits were approved by the Advisory Conference Committee, the graduate liaison and the Graduate Dean. In cases where a master’s degree program of less than 44 semester hours has been completed, a student may transfer up to 14 semester hours of post-master’s coursework or up to 14 semester hours from a second master’s degree (but not more than a total of 44 hours) toward a doctoral degree program, provided that the Graduate College guidelines concerning transfer credit are met.

Application of Credit More than Five Years Old
Graduate courses taken at the University of Oklahoma more than five years before admission or readmission to a doctoral program usually cannot be applied toward the doctoral degree unless the courses are part of a completed master’s degree, all of which is to be used toward satisfying the doctoral requirements. In special cases, University of Oklahoma graduate courses more than five years old may be used if recommended and validated by the student’s doctoral committee and the appropriate graduate liaison and approved by the Graduate Dean. Approval of the Graduate Dean must be obtained prior to beginning the validation process. See the section “Validating Overage Coursework.”

COURSE CREDIT LIMITATIONS (Doctoral)

3000/4000 Level Courses
With approval of the academic unit, a student may apply up to 16 credit hours of 3000- and/or 4000-level courses that carry graduate credit toward the 90 hours required for a doctoral degree. A maximum of 12 credit hours of the 4000-level courses may be from the academic unit offering the degree. No 3000-level courses from the academic unit offering the degree may apply toward the degree.

A student who has special coursework needs that cannot be met within the limitations listed above may petition the Graduate Dean for an exception to the limitations. The student must submit the petition before 12 hours of graduate coursework in the doctoral program has been completed. The petition must contain a detailed justification for requesting the exception and must list all courses to be applied toward the graduate program. The Graduate Dean will make a decision based on the merit of the petition. This decision will not be considered as a precedent for future petitions requesting an exception to the number of 3000- and 4000-level courses that can be applied toward a graduate degree.

S/U Graded Courses
No more than one-half of the coursework for a doctoral degree (excluding 6980) may be S/U graded coursework.

TIME LIMITS FOR PROGRAM COMPLETION
Graduate College Requirements
A doctoral student who enters the University of Oklahoma graduate program with a bachelor’s degree is expected to pass the general examination within five calendar years of the student’s first graduate enrollment in the doctoral program at the University of Oklahoma. A doctoral student who enters the University of Oklahoma program with a master’s degree is expected to pass the general examination within four calendar years of the student’s first enrollment in a post-master’s course used toward the doctoral degree. A student becomes a doctoral candidate upon successful completion of the General Examination. A doctoral candidate is normally expected to complete all degree requirements, including the written dissertation and its defense, within five years after passing the General Examination.

Academic Unit Time Limits
Academic units with shorter time limits shall so indicate in those sections of the General Catalog which refer specifically to their programs. This information also is available in the academic unit and the Graduate College. Students in these programs must abide by the lesser time period. No program may set a longer period for degree completion than that established by the Graduate College.

Extension
All extensions require the Graduate Dean. When additional time is necessary and proper, the student’s committee should petition the Graduate Dean for an extension. Extensions may be granted for a variety of reasons which may include, but are not limited to, job relocation, military duty, pregnancy, illness, a serious accident, divorce, or other personal tragedies within the immediate family. Requests for an extension beyond one year require the student’s committee to document that the student’s knowledge is current and appropriate to the degree being sought. See the section, “Validating Overage Coursework.”

Validating Overage Coursework
Directed Readings may not be revalidated. Regular courses must be revalidated on a course by course basis. Overage transfer credit cannot be revalidated. The process for validating overage coursework must have the approval of the Graduate Dean. Once the validation is completed, a report indicating how the validation was completed and by whom should be submitted to the Graduate College. When validating overage coursework there are two issues to address:

1. The student’s advisory committee is expected to review the content of the overage courses to determine if that content represents the current state of the discipline. The hours in question may be applied toward a degree only to the extent that they represent current knowledge.

2. The second and most important issue is whether the student has maintained competency in the subjects currently addressed in these courses. The Graduate College will not accept an informal evaluation based on the dissertation but expects instead that the student’s currency be subject to a more thorough and rigorous scrutiny. Usually this is accomplished by means of a written examination, although strong evidence of continuing creative activities in the areas represented by the coursework is acceptable in lieu of an examination. Generally “continuing creative activities” are taken to be refereed publications or presentations of original research at state, regional or national meetings.

Remember, it is the student’s currency in the subject matter that is to be determined and not an evaluation of the course as it is currently taught.
**ADVISORY CONFERENCE**
Each academic unit should schedule the prospective candidate for an advisory conference within the first year of enrollment. The purpose of the advisory conference is to aid the student in developing an overall plan for attaining a doctoral degree.

**ADVISORY CONFERENCE COMMITTEE**
Advisory Conference Committee Membership
The Advisory Conference Committee must consist of at least five graduate faculty members, including at least one regular graduate faculty member at the University of Oklahoma from outside the major academic unit. Advisory Conference Committee membership follows the same guidelines and exclusions as those stated in the Doctoral Committee membership section.

Advisory Conference Committee Function
The Advisory Conference Committee will examine the student’s previous graduate record to determine the coursework required to meet the student’s individual needs. If there are deficiencies, the Advisory Conference Committee will advise the student how best to correct them. The committee’s standard of judgment shall be a well-balanced program suitable to the background, as well as the educational and professional needs of the advisee.

**Report of Advisory Conference**
After the advisory conference is held, the student must file a completed Report of Advisory Conference with the Graduate College. This report contains:
- the courses the student will complete in order to meet the doctoral degree requirements; and
- the members of the student’s doctoral committee.
The report must be signed by the student, the advisory committee, the graduate liaison of the academic unit, and approved by the Graduate Dean.

**Changes to the Advisory Conference Report**
If a change in the Report of Advisory Conference becomes necessary, a Request for Change in Doctoral Advisory Conference Report must be filed with, and approved by, the Graduate Dean. All members of the committee must approve the request.

**DOCTORAL COMMITTEE**
Doctoral Committee Membership
Members of the Advisory Conference Committee and the Doctoral Committee shall be selected by the chairperson of the academic unit, or the chairperson’s designee, in consultation with the student. In most cases, the Advisory Conference Committee will become the student’s Doctoral Committee. The majority of the Advisory Conference and Doctoral Committee’s members must be from within the student’s major academic unit. The Graduate Dean must approve any exceptions to the required composition of the committee.

**THE OUTSIDE MEMBER**
In addition to the responsibilities shared by all committee members, the outside member is charged with assuring that the rights and interests of both the student and the Graduate College are maintained. As such, no meeting of the doctoral committee should be convened without the outside member’s presence. The outside member must be familiar with the rules, regulations, policies and quality standards of the Norman campus Graduate College. The definition of the outside member as a “regular graduate faculty” precludes faculty from the College of Law, the Health Sciences Center, and adjunct faculty from other universities and organizations, as well as retired University of Oklahoma Norman campus faculty from serving as the outside member on a student’s Advisory Conference or Doctoral Committee. The Graduate Dean may exercise the prerogative to appoint another outside member to serve as an evaluator for the Graduate College. The evaluator may be one of the required five graduate faculty members of the Doctoral Committee or may serve only at the time of the examination.

**OTHER FACULTY MEMBERS**
Faculty members from the College of Law, Health Sciences Center, etc., may, under appropriate circumstances, serve as members of Advisory Conference or Doctoral Committees. Indeed, it is the policy of the Graduate Council to encourage such interdisciplinary participation. Although College of Law faculty are automatically approved to teach graduate level courses, they may not serve on doctoral committees unless they receive an appointment to the graduate faculty.

**SPECIAL FACULTY MEMBERS**
Students may have a special member (adjunct faculty or faculty members from another university) appointed to their doctoral committee. If a student wishes to have an adjunct faculty member with a current special membership to the graduate faculty serve on an Advisory Conference or Doctoral Committee, the student’s academic unit must provide justification for allowing this person to serve on the Committee. All special members to the graduate faculty must have the approval of the Graduate Dean to serve on any doctoral Committee. Two special members may be approved if the student has a six-member committee. In no case can the majority of the committee be made up of special members. Special members to the graduate faculty may not, under any circumstances, serve as the outside member to a Doctoral Committee.

**Doctoral Committee Function**
Members of the student’s doctoral committee will be responsible for advising, directing, assisting and encouraging the student throughout the student’s career as a doctoral candidate. The student’s doctoral committee will:
1. prepare and conduct the General Examination,
2. supervise the preparation of the dissertation, and
3. conduct the final oral examination over the dissertation.
In addition, the doctoral committee may also handle other assignments regarding research tool requirements, qualifying examinations, etc.

**Changes to the Doctoral Committee**
If a doctoral student decides it is appropriate to change the composition of the doctoral committee, the student will seek counsel from the academic unit’s graduate liaison and the chair of the doctoral committee (the major professor). If it is determined that a committee change is appropriate, the student must process the Request for Change in Doctoral Advisory Conference Report form. If the major professor or a committee member from outside the academic unit is being replaced, the signatures of all current members of the committee, the new committee member(s), and the graduate liaison are required. The signature of a committee member from another university is not required. If any other committee member is being replaced, only the signatures of the major professor, the new committee member and the graduate liaison are required. The Graduate Dean will inform all current and proposed members of the doctoral committee of the decision made on the composition of the doctoral committee. No change in membership is permitted within 30 days of the general examination or the dissertation defense.

**FACULTY ON LEAVE**
Faculty members on leave may give blanket or individual written approval for committee changes that become necessary during their absence. If faculty members on leave have not given written approval for changes which become necessary during their absence, the department chair will have authority, with the approval of the Graduate Dean, to act for them on these changes.

**RETIRED FACULTY MEMBERS**
When a member of the advisory conference or doctoral committee terminates employment with or retires from the University and wishes to continue to serve on the committee, that member, in consultation with the student, must request permission, in writing, from the Graduate Dean to continue to serve. The request should be made prior to the member’s leaving the University. The Graduate Dean will review the request and make a decision concerning whether it is appropriate for the member to continue to serve on the doctoral committee. The chair of a doctoral committee who terminates employment or retires from the University cannot continue to serve as chair, but may, with approval of the Graduate Dean, become co-chair of the committee. A request in writing countersigned by the student and the other co-chair should be submitted to the Graduate Dean prior to the faculty member’s leaving the University. The Graduate Dean will review the request and decide whether it is appropriate to permit the faculty member to remain on the committee as co-chair. In all cases, a member who is leaving the University should not expect to remain on the doctoral committee unless the following criteria can be met:
1. The faculty member is willing to consult regularly with the student, read the student’s dissertation, and attend the student’s final oral examination. These all must be accomplished with no cost to the University.

2. The student must have passed the general examination before the faculty member leaves the University.

3. The student should be in the final year of dissertation research when the faculty member leaves the University.

**GENERAL EXAMINATION**

When coursework is nearly completed and all tools of research have been completed with a grade of B or better, the student should prepare for the General Examination. The General Examination consists of a written and oral portion. It is intended to test the student's mastery of a number of related fields, as well as the student’s capacity for synthesis, sound generalization and critical ability.

**Application for the General Examination**

The student must be in good academic standing during the semester the general examination is taken. In addition, the student must enroll in at least two graduate credit hours at the University of Oklahoma in the semester the General Examination is held. The student must apply for the General Examination at least two weeks before any portion of the General Examination will be held. The Application for General Examination must be completed and signed by the student, the members of the Doctoral Committee, and the graduate liaison of the academic unit. It is then submitted to the Graduate Dean for approval. Failure to have authorization prior to taking the General Examination could invalidate the General Examination.

**Arranging the General Examination**

After the Graduate Dean authorizes the General Examination, the student should arrange with the doctoral committee a time and place for the General Examination. The General Examination cannot be scheduled when classes are not in session, during finals week, or at any time when the doctoral committee cannot be assembled. The student must complete the General Examination during the semester in which the authority is given. Both the written and oral portions should be taken during the same semester. If the examination is not held, a report indicating the reasons why it was postponed must be submitted to the Graduate College, and the student must reapply for the General Examination.

**The General Examination**

The first part of the General Examination consists of written examinations in the major and (if any) the minor fields and is the responsibility of the Doctoral Committee. The written examination is followed by an oral examination in the presence of the entire committee. The doctoral committee should meet to determine the results of the written examination. If the examination is failed, proceed to the section below “Failed General Examination.” A student cannot proceed to the oral portion of the General Examination until the written examination has been satisfactorily completed.

**Results of the General Examination**

Within 72 hours of the oral portion of the General Examination, the chair of the Doctoral Committee will submit a written report signed by all members of the committee to the Graduate Dean. This report should indicate whether the student has passed or failed the examination. If the student has passed, the Graduate Dean will admit the student to candidacy for the doctoral degree.

**MARGINAL EXAMINATION RESULTS**

If the student’s performance is marginal, but not failing, and the examining committee wishes the student to do further reading, coursework, investigations, etc., the results of the examination can be held in abeyance with approval of the Graduate Dean. The committee’s request for an abeyance should state a specific time period (usually limited to two months but no longer than one semester) in which the student has to complete the extra work. At the end of the time limit the committee must file a report with the Graduate College indicating whether the exam was satisfactory or unsatisfactory.

**DISSENTING REPORTS**

The Graduate Dean will review any report with a dissenting vote received in the Graduate College. The Graduate Dean may choose to confer with the dissenting member(s), with the committee chair, or with the entire committee. The course of action taken by the Graduate Dean is dictated by the circumstances of the individual case. The decision of the Graduate Dean is final.

**FAILED GENERAL EXAMINATION**

If any portion (written or oral) of the general examination is failed, a report must be submitted to the Graduate Dean indicating that the General Examination was failed. If the General Examination is failed, the student may, on the decision of the committee, make application to repeat the examination a second time in a subsequent semester. If a student fails any portion of the general examination on the second attempt, the student will be terminated from the doctoral program. The General Examination may not be given a third time.

**DOCTORAL DISSERTATION**

The doctoral dissertation is the final and most important component of the series of academic experiences that culminate in the awarding of the doctoral degree. Three major functions are fulfilled by the dissertation experience:

1. It is a work of original research scholarship that makes a contribution to existing knowledge.
2. It demonstrates the candidate’s mastery of research methods and tools of the special field.
3. It demonstrates the student’s ability to address a significant intellectual problem and arrive at a successful conclusion.

Aided by the major professor, the student should select a dissertation topic. After the General Examination, most of the student’s time will be devoted to research and composition. The student also must enroll in enough hours of 6980 to meet the minimum requirements of the academic unit.

**USE OF HUMAN OR ANIMAL SUBJECTS**

All research involving human subjects or the use of data generated via human subjects research, which will result in publication or presentation, must be reviewed and approved by the University of Oklahoma-Norman Campus Institutional Review Board (OU-NC IRB) prior to subject recruitment and data collection. All human subjects research to be performed by faculty, staff or students of the University of Oklahoma-Norman campus, Tulsa campus, or conducted by Cameron University faculty, staff or students must be reviewed by the OU-NC IRB. The primary role of the OU-NC IRB is to determine if the rights and welfare of human subjects who volunteer to participate in research studies are adequately protected and to ensure that adequate informed consent procedures are used. The University of Oklahoma-Norman Campus policy for the protection of human subjects in research activities and IRB application materials can be accessed at the following:

- **Policy:** [http://www.ouhsc.edu/irb-norman/default.asp](http://www.ouhsc.edu/irb-norman/default.asp)
- **Form:** [http://www.ouhsc.edu/irb-norman/forms.asp](http://www.ouhsc.edu/irb-norman/forms.asp)

If you have questions about compliance or the IRB approval process, you may contact the Office of Research Services at (405) 325-4757 or e-mail irb@ou.edu.

**ENROLLMENT REQUIREMENTS FOR RESEARCH FOR DOCTOR’S DISSERTATION**

The initial enrollment in “Research for the Doctor’s Dissertation” (6980) must be for at least two credit hours. Following the initial enrollment in “Research for Doctor’s Dissertation” (6980), the student must maintain continuous enrollment on the University of Oklahoma Norman campus in this course until dissertation hours are completed and the doctoral degree program is completed.

**Number of Dissertation Credit Hours**

The minimum enrollment in 6980 is two hours each semester. The number of dissertation credit hours for each semester’s enrollment is determined by the faculty adviser on the basis of the amount of faculty and University services required by the individual student. However, each enrollment will not be less than two hours. Individual programs may specify a total number of required dissertation hours. However, a student working full-time on the dissertation and using University facilities should enroll in at least nine hours of 6980 in regular semesters and four hours of 6980 during summer sessions.
Summer Enrollment in 6980
Students are not required to enroll in 6980 during the summer session unless any one of the following apply:
- the student is actively working on the dissertation;
- the student is seeking committee advice on the dissertation;
- the student is otherwise using University facilities;
- the degree is conferred in the summer session.

Exceptions to Continuous Enrollment in 6980
The continuous enrollment regulation can be waived for a student who is not working on the dissertation and who is enrolled in at least nine graduate credit hours per regular semester. However, if dissertation work is being done during a regular semester or summer session, a student must enroll in 6980 regardless of the number of other hours of enrollment. Other exceptions to the continuous enrollment regulation are considered on an individual basis by petition to the Graduate Dean.

Enrollment Non-compliance
In the event that a graduate student does not comply, or has not complied, with the enrollment provisions above, the student must enroll during the semester in which graduation is expected in the exact number of hours of 6980 which would have been completed with continuous enrollment. In addition, the student must pay a late enrollment fee for each of these semesters. Retroactive fees and tuition are assessed at the current semester rates. The final determination of the number of hours of 6980 in which the student must enroll in the final semester of the degree program, along with the collection of the appropriate fees, is the responsibility of the Graduate College and the Bursar’s Office.

Enrollment Requirements for Music 6880
The same regulations as listed above for continuous enrollment in 6980 apply for the Doctor of Musical Arts document (MUS 6880).

Oral Examination/Dissertation Defense
**PREPARATION FOR THE ORAL EXAMINATION**

**Graduation Application**
The Application for Graduation indicates the student’s name exactly as it is to appear on the diploma and gives the exact degree to which the student has been admitted to candidacy. This application must be filed with the Office of Academic Records. The graduation application is good for a maximum of three consecutive academic terms. All doctoral candidates must pay a $54 microfilming fee in the Office of the Bursar.

**Degree Check**
The student must complete the Degree Check card and return it to the Graduate College at least two weeks prior to the submission of the reading copy.

**Dissertation Reading Copy**
- The doctoral candidate should prepare and distribute reading copies of the dissertation to each doctoral committee member at least one month prior to the defense.
- The reading copy should be in an acceptable dissertation format and must include all figures and tables, numbered pages and a complete bibliography. It should not contain grammatical or spelling errors.
- At least five members of the committee must read and determine whether the dissertation demonstrates the student’s ability to conduct original research and makes a significant contribution to the student’s discipline.
- The committee may accept or reject the dissertation.
- If the committee rejects the dissertation, the student will have another opportunity to submit an acceptable dissertation to the committee.
- If the committee accepts the dissertation, it may require changes and corrections.
- When the reading copy has received preliminary approval by the major professor and the other members of the committee, it is submitted to the Graduate College along with the completed Request for Authority for Defense of Dissertation, signed by the chair and the graduate liaison.
- The signature of the graduate liaison will not be interpreted as approval of the reading copy but will acknowledge that all academic unit requirements have been satisfied.
- The reading copy should be submitted to the Graduate College at least two weeks prior to the defense. In addition, it should be submitted according to the deadlines printed in the front of the class schedule for each semester or summer session.
- Printed instructions for the preparation of the dissertation are available in the Graduate College and also are available at http://gradweb.ou.edu.

**FINAL ORAL EXAMINATION (DISSERTATION DEFENSE)**
The Final Oral Examination is a defense of the dissertation and is open to the public. Only one attempt is afforded in defending the dissertation.

**Authority Form for Final Oral Examination**
Authority to hold the dissertation defense must be obtained from the Graduate College. When the reading copy of the dissertation is acceptable and a degree check indicates that the student has completed all coursework with acceptable grades, the Graduate College will issue to the student the Authority Report Form for Final Oral Examination. The student will also receive the Survey of Earned Doctorates form, the Entry Form for Dissertation Title, the Graduation Exit Survey and the UMI Agreement, Publishing Your Dissertation.

**Deadlines**
The Final Oral Examination must be taken during the semester it is authorized to be given. The examination must be given no later than the last day of classes of the semester it is authorized. For deadlines, refer to the Information for Candidates for the Doctoral Degree packet.

**The Examination**
The student and at least four members of the Doctoral Committee if the committee has five members, including the outside member and major professor must be present in person to conduct the examination. If the committee consists of six members, then the major professor, the outside member, and three other committee members must be present for the examination. The Graduate Dean may exercise the prerogative to appoint an outside member to serve as an evaluator for the Graduate College. The evaluator may be one of the required five members of the Doctoral Committee or may serve only at the time of the examination.

**Decision**
Within 72 hours after the examination, the chair of the committee will report its decision to the Graduate Dean using the Authority Report Form for Final Oral Examination. A unanimous vote from the doctoral committee is expected; however, on occasion some dissenting reports are received.

**DISSENTING VOTES**
If one member of the doctoral committee dissents, the dissent is recognized as a minority report. If two members dissent, the Graduate Dean will investigate and make the final decision. If more than two members dissent, the defense is judged a failure.

**UNSATISFACTORY ORAL EXAMINATION**
If the defense is determined to be unsatisfactory, this decision is final and the defense cannot be repeated. Further, the student will be disenrolled from the Graduate College and his or her candidacy for the doctoral degree terminated. A student who is disenrolled from a graduate program may apply to pursue a graduate degree in another major field, provided that, at the time of the new admission, the student satisfies all applicable requirements under the rules and regulations of the University of Oklahoma, its colleges, and its academic units.

**SATISFACTORY ORAL EXAMINATION**
Once the dissertation has been successfully defended, the student must deliver three originally signed, unbound copies of the dissertation on white, 20 pound weight, 100 percent watermark cotton or rag bond paper to the Graduate College. These copies should be brought to the Graduate College within 60 calendar days following successful defense of the
dissertation. Students who are planning to graduate in a particular semester must meet specific deadlines and may not have 60 days available. Along with the three copies, the candidate should complete and return to the Graduate College the Survey of Earned Doctorates form, Entry Form for Dissertation Title and Graduation Exit Survey form. The Graduate College will review the dissertation. If all is in order and the $54 microfilming fee has been paid, the student will receive a Dissertation Deposit Receipt that must be signed by library personnel and returned by the student to the Graduate College. The student is responsible for making sure all of the pages are in each of the three copies.

Deposit of Dissertation in the Library
The doctoral candidate is responsible for the complete and accurate collation of the dissertation before submitting it to the Library.

FAILURE TO DEPOSIT DISSERTATION
The defense of the dissertation is valid for 60 days. If the student has not deposited the dissertation in the library by noon on the 60th day following the defense, the results of the defense are set aside and the student must re-defend the dissertation in person. The date of graduation is determined as indicated below and not by the date of the dissertation defense. In particular, the 60-day time limit on the validity of the defense in no way waives the time limits associated with the semester of graduation. If the dissertation is not deposited in the semester or session in which the final examination is given, the student is required to enroll in additional hours.

GRADUATION
Semester of Graduation
To graduate, a student must adhere explicitly to the deadlines published each year in the University of Oklahoma Class Schedule. Deadlines are absolute and no extensions can be granted. Failure to meet these deadlines will result in graduation being delayed until the following semester.

Checklist for Doctoral Students
☐ Apply to the Office of Admissions for admission to the Graduate College. (Have all transcripts of previous college studies sent to the Office of Admissions and Records.)
☐ After admission, obtain registration materials. Consult with the graduate liaison of your major department for an advisor. To plan your program of study, check the doctoral degree requirements with your academic unit and the Graduate College Bulletin. Register for coursework.
☐ During your first academic year of enrollment, in consultation with the department graduate liaison and/or chairperson of the Graduate Studies Committee, schedule your Advisory Conference to plan your program of study. At the conference, it is the duty of the chair to secure approval of each committee member and file the Report of Advisory Conference in the Graduate College.
☐ Proceed with coursework. If any changes become necessary in the Advisory Conference Report, file in the Graduate College an amended report which has been approved by all members of the Advisory Conference Committee and the graduate liaison.
☐ Complete tools of research as specified in Advisory Conference Report.
☐ When all required coursework and research tools have been completed, file Application for General Examination in the Graduate College two weeks prior to the General Examination. Approval by the Graduate Dean is required if membership of the Doctoral Committee conducting the General Examination is different from that assigned at the Advisory Conference.
☐ After the Graduate Dean authorizes the General Examination, arrange with the Doctoral Committee for time and place of examination. General examinations should be completed during the semester in which approval was given.
☐ Within 72 hours after the General Examination is completed, a report signed by the entire committee must be submitted to the Graduate Dean.

Following initial enrollment in “Research for Doctor’s Dissertation” (6980), maintain continuous enrollment in a minimum of two credit hours each semester until all degree requirements are completed.
☐ File the Application for Graduation with the Office of Academic Records. Pay the microfilming fee in the Bursar’s office. Submit the Degree Check card to the Graduate College. (Deadlines are Fall – November 1; Spring – March 1; Summer – July 1).
☐ Prepare reading copies of the dissertation (one for each Doctoral Committee member). When approved by the committee chairperson, present one copy to the Graduate College with a completed Request for Authority form. Reading copy deadlines are published in each semester’s class schedule and are available in the Graduate College office.
☐ If approved, the reading copy will be returned with the Authority for the Final Examination. The Graduate Dean must approve any change in membership of the Doctoral Committee.
☐ Arrange with members of Doctoral Committee the time and place of Final Oral Examination. Only one attempt to defend is afforded to the candidate. If a report of unsatisfactory is received, the student must discontinue candidacy.
☐ Incorporate any corrections and comments into the final dissertation copy.
☐ Within 60 days after the successful defense of the dissertation, submit to the Graduate College three copies of your dissertation signed by all committee members.
☐ Deposit your dissertation copies and the signed UMI Agreement with the Library. The Library will date and sign your Dissertation Receipt.
☐ Return the signed Dissertation Receipt, Survey of Earned Doctorates, Graduate College Exit Survey, and Entry Form to the Graduate College.
☐ Congratulations!
University of Oklahoma Health Sciences Center

Stanton L. Young Boulevard
Oklahoma City, OK 73104

Phone: (405) 271-2416
FAX: (405) 271-2480

Internet: http://www.ouhsc.edu

General Information

An internationally prominent faculty, state-of-the-art facilities and new technology combine to make the University of Oklahoma Health Sciences Center a leader in education, research and patient care.

One of only four comprehensive academic health centers in the nation with seven professional schools, the OU Health Sciences Center serves more than 3,000 students on the Oklahoma City and Tulsa campuses as well as locations throughout the state.

The OU Health Sciences Center serves as the state’s training facility for physicians, biomedical scientists, nurses, dentists, pharmacists, and a wide range of allied health and public health professionals. Located one mile south of the State Capitol, the OU Health Sciences Center is the cornerstone of the 275-acre Oklahoma Health Center, a complex of 19 public and private health care institutions. Students and residents receive clinical training at on-site institutions, including University Hospital, Children’s Hospital of Oklahoma, Presbyterian Hospital, and the Veterans Affairs Medical Center. In addition, affiliate-training programs are maintained at hospitals and clinics throughout the state.

Application Procedures

Applications to undergraduate, graduate, and many professional programs must be submitted to the Office of Admissions and Records with a nonrefundable application fee. Applications will not be processed without the application fee.

UNDERGRADUATE PROGRAMS

Applicants must submit the completed University of Oklahoma Health Sciences Center application form, official transcripts from all colleges and universities attended and any other information required by the department or college. Space in most programs is limited, and applicants are selected on a competitive basis.

Applications for undergraduate programs must be received and completed by the published deadline for each program. Applications and related deadlines may be found online at http://www.ouhsc.edu/admissions/.

Applications and information is also available from the Office of Student Services, University of Oklahoma Health Sciences Center, P.O. Box 26901, Oklahoma City, OK 73190, (405) 271-2416; http://student-affairs.ouhsc.edu.

GRADUATE PROGRAMS

Applications from U.S. citizens for graduate programs must be received and completed by the published deadline for each program. Applications and related deadlines may be found online at http://www.ouhsc.edu/admissions/.

Applications and additional information is also available on the Graduate College Website at http://w3.ouhsc.edu/graduate/ or from the Office of Student Affairs, University of Oklahoma Health Sciences Center, P.O. Box 26901, Oklahoma City, OK 73190, (405) 271-2416; http://student-affairs.ouhsc.edu.

PROFESSIONAL PROGRAMS (Au.D., D.D.S., Dr.PH., M.D., Pharm.D., MOT, MPH, MPT)

Non-resident applicants to the College of Dentistry D.D.S. degree program are required to make application through the American Association of Dental Schools Application Service (AADSAS).

Use of the electronic application located on the web at the ADEA web-site (http://www.adea.org) is strongly recommended. Resident applicants must submit the OUHSC online application, which may be found at http://dentistry.ouhsc.edu/. No applications will be processed without the application fee. Since the Committee on Admissions begins selection of students in late November of the year preceding enrollment, it is extremely
College of Allied Health

Dr. Carole A. Sullivan, Dean
801 N.E. 13th St.
Oklahoma City, OK 73104-5072
Phone: (405) 271-2288
Fax: (405) 271-1190
Internet: www.ah.ouhsc.edu/main
e-mail: alliedhealth-info@ouhsc.edu

Educational Programs

Coursework at the baccalaureate, professional and graduate level, covers a wide variety of specialties in health care and is offered in the College of Allied Health. The five academic departments of the college are: Allied Health Sciences, Communication Sciences and Disorders, Nutritional Sciences, Radiologic Technology, and Rehabilitation Sciences.

Graduate work is available in the departments of Allied Health Sciences, Communication Sciences and Disorders, Nutritional Sciences and Rehabilitation Sciences. The department of Nutritional Sciences offers a dietetic internship program.

Work leading to the Bachelor of Science degree is offered in seven programs by three departments in the college: Communication Sciences and Disorders, Nutritional Sciences, and Radiologic Technology (Nuclear Medicine; Radiation Sciences; Radiation Therapy; Radiography; Sonography). Allied Health Sciences offers a post-baccalaureate certification in Gerontology. The Department of Rehabilitation Sciences offers professional master’s degree programs in Occupational Therapy and Physical Therapy.* Communication Sciences and Disorders offers a doctoral degree in Audiology and a Master of Arts in Speech Language Pathology. Nutritional Sciences offers a Master of Arts in Dietetics. The College offers two Web-based degree programs — the Bachelor of Science in Radiation Sciences and Master of Science in Rehabilitation Sciences.

* The physical therapy program has been approved by President Boren and the OU Regents to transition from a master’s degree (MPT) to a clinical doctorate degree and awaits approval by the Oklahoma State Regents for Higher Education. Upon approval, the total cost of the program will increase consistent with doctoral level professional education. Please call (405) 271-6587 or send an email to alliedhealth-info@ouhsc.edu for more information.

Admission

Application to the programs in the College of Allied Health is found online at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

Specific questions regarding the College of Allied Health programs can be directed to:
Office of Academic and Student Services
801 NE 13th Street, 165 College of Health Building
P.O. Box 26901
Oklahoma City, OK 73190
Phone: (405) 271-6588
Fax: (405) 271-3120
e-mail: alliedhealth-info@ouhsc.edu

ADMISSION REQUIREMENTS

The University of Oklahoma Health Sciences Center uses the 4.0 scale to calculate grade point averages, with an A equal to 4.0. The undergraduate programs in nutritional sciences and radiologic technology in the College of Allied Health require a minimum cumulative grade point average of 2.50 for admission. The undergraduate program in communication sciences and disorders requires a minimum cumulative grade point average of 2.75 for admission. The master’s degree programs in occupational therapy and physical therapy require a cumulative and science grade point average of 2.75. The Master of Arts in Dietetics, Master of Arts in Speech Language Pathology, and the Doctor of Audiology require a 3.0 cumulative grade point average. Other criteria for admission are determined by each department. Admission to a program in the College of Allied Health is competitive. The number of qualified applicants that apply every year exceeds the number of positions available.

All graduate departments in the College of Allied Health require that the applicant have a baccalaureate degree from an accredited university or college and a 3.0 grade point average in the last 60 hours of coursework applied to the baccalaureate degree. The final decision for admission to any graduate program, either as a degree or non-degree student, is determined by the Dean of the Graduate College.

Enrollment

Students are not permitted to enroll in College of Allied Health courses unless they have been admitted to a program or have been admitted to one of the categories as defined in the admissions requirement section. Students admitted to other degree programs within the university may be permitted to enroll in a College of Allied Health course, provided they have the necessary prerequisites for the course and have received special permission from the course instructor, the department and the Office of Academic and Student Services.

Prior to enrollment in the College of Allied Health, all students must complete the American Heart Association BLS - Health Care Provider Level course, provide records of pertinent immunizations, and evidence of health insurance. Students are required to have a criminal background check before participating in clinical experiences at health care institutions.

Costs

Students may expect additional costs that include but are not limited to a personal computer, textbooks, lab fees, insurance, and supplies. Students are required to assume financial responsibilities for room, board, and transportation expenses associated with clinical practicum requirements. For financial aid information contact the Financial Aid Department by e-mail at financial-aid@ouhsc.edu or call (405) 271-2118.
College of Allied Health
Academic Standards

To maintain “good standing” and to be eligible for graduation in the College of Allied Health, the undergraduate student must meet the following minimum standards of performance:

- A minimum grade of C or S in each program course.
- A grade point average of 2.50 or higher each semester.
- A cumulative grade point average of 2.50 or higher while enrolled in an academic program in the College.
- A grade point average of 2.50 or higher in all required courses in the academic program in which the student is enrolled.
- Professional performance and behavior.
- Satisfactory progress, as determined by the Academic Progress Committee and the Dean.

The College of Allied Health standards for professional master’s degree programs in Rehabilitation Sciences, for doctoral, certificate and master of arts professional degree programs, the standards are as published above with the exception that the grade point requirements are a 3.0.

The College of Allied Health graduate academic standards are consistent with the academic standards of the University of Oklahoma Graduate College, which are printed in the Graduate College Bulletins and are available online at http://www.ouhsc.edu/graduate/bulletinindex.htm.

Students receive and may solicit counsel from their departmental faculty or program director throughout the semester on their academic progress. The judgment of satisfactory academic progress of each student is vested in the faculty of the department.

To monitor academic progress, each department has an Academic Progress Committee (APC) consisting of teaching faculty of the department. The APC will meet at least once to review the progress of each student. The APC may meet at any time during the semester.

The APC analyzes each student’s overall academic, clinical, and professional performance, makes recommendations in writing to the dean regarding each student’s academic progress. The APC may recommend that the dean commend, promote, retain, place on or continue probation, suspend, dismiss or expel a student.

Recommendations may also include, but are not limited to:

1. Individualizing course sequence and selection.
2. Modifying standard timing and sequence of coursework.
3. Repeating courses.
4. Adding courses to strengthen basic competencies.
5. Assigning specialized academic and/or clinical projects.
6. Recommendation for probation, suspension, dismissal or expulsion.

For gifted students making exceptional progress, the APC may recommend modifications to allow for higher level work and advanced studies.

Students will receive ongoing advice and counsel from their departmental faculty or program director throughout the semester in regards to academic and professional progress. In those situations where semester grades result in a change from required progress, students are informed of the recommendations of the Academic Progress Committee by letter from the Dean.

Graduation

Degrees are formally conferred at spring commencement exercises. However, degrees are awarded in absentia and diplomas are mailed to graduates at the end of the spring, fall and summer terms. The degree and date of the diploma are entered on the student’s permanent academic record. When a student completes all requirements for a degree other than at the close of a semester or summer session, the Office of Admissions and Records, upon request, will issue a certified statement that the student is eligible for the degree as of the date when the requirements for the degree were completed.

Official Transcripts

Official transcripts are released by the Office of Admissions and Records upon the written request of the student. To request a transcript, contact the Office of Admissions and Records, 306A Student Union, 1106 N. Stonewall, Oklahoma City, OK, 73117.

Undergraduate and Professional Graduate Programs

Audiology (Au.D.)

Audiology is the discipline involved in the prevention, identification, and evaluation of hearing and hearing disorders, the selection and evaluation of hearing aids and the habilitation/rehabilitation of individuals with hearing impairments. Audiologic services are provided to individuals across the entire age span from birth to adulthood; to individuals from diverse language, ethnic, cultural, and socioeconomic backgrounds; and to individuals who have multiple disabilities. Audiologists hold either a master’s degree or doctoral degree, the Certificate of Clinical Competence (CCC) of the American Speech-Language Hearing Association (ASHA), and where applicable, state licensure. The program offers a Doctor of Audiology (Au.D.) degree.

BASIC ADMISSION REQUIREMENTS

To be considered for admission, an applicant must:

1. Complete a bachelor’s degree or higher from an accredited college or university;
2. Have a minimum 3.0 cumulative GPA on the last 60 hours of undergraduate coursework applied to the degree;
3. Submit Graduate Record Examination (GRE) General Test scores prior to the application deadline;
4. Complete an on-site interview;
5. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and,
6. Submit a completed application by February 1. The application and other requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

For additional information:
Department of Communication Sciences and Disorders
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-4214
Fax: (405) 271-3360
e-mail: alliedhealth-info@ouhsc.edu
Internet: http://www.ouhsc.edu/ah

Communication Sciences and Disorders (B.S.)

Communication Sciences and Disorders professionals specialize in the evaluation, remediation and research of speech, language, fluency, voice and hearing impairments in children and adults of all ages. At the undergraduate level the discipline emphasizes coursework in the normal communication process and the development of an understanding of communication disorders. Advanced levels of education are directed toward learning communication assessment and treatment techniques for a wide variety of disorders, including aphasia, childhood speech disorders, voice loss following laryngectomy, cerebral palsy, cleft palate, language-learning disabilities and hearing loss. Additionally, opportunities exist for student-faculty research at both the undergraduate level and the graduate level. This program offers a Bachelor of Science degree.
BASIC ADMISSION REQUIREMENTS

Admission to the program requires completion of a minimum of 60 semester hours from an accredited college and/or university and submission of all application materials. The Department Admissions Committee will review application materials and may require additional information from each applicant, such as a personal interview and/or testing scores. Applicants are considered for each fall semester. To be considered for admission to the communication sciences and disorders program an applicant must:

1. Have successfully completed, or be in the process of completing a minimum of sixty (60) semester hours of prerequisite coursework from an accredited college or university;
2. Be in good standing with the college or university last or currently attending;
3. Have a minimum grade point average of 2.75 on a 4.0 scale on all college work attempted;
4. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and
5. Submit a completed application by March 1. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

Prerequisite Course Requirements

Course numbers and titles are those of the University of Oklahoma. The program director, department chairperson, and college dean must approve any exceptions or substitutions.

Prerequisite courses are offered at several colleges or universities in the state. Check with the College of Allied Health Web page (http://www.ah.ouhsc.edu/prereqs/) or a school adviser regarding equivalent courses not taken at the University of Oklahoma.

Sixty (60) semester hours must be completed for entrance to the program. Summer school hours, including electives, will be accepted if completed prior to the fall semester of the year a student plans to enter the program.

Symbolic and Oral Communication

ENGL 1113, Principles of English Composition I
ENGL 1213, Principles of English Composition II
MATH 1523, Elementary Functions
AVIA 1003, Introduction to Computer Concepts and Applications

Natural Sciences

PHYS 1114, General Physics
ZOO 1114, Introductory Zoology
ZOO 1121, Introductory Zoology Lab

Social Sciences

PSY 1113, Elements of Psychology

Humanities

HIST 1483, US History 1492-1865
HIST 1493, US History 1865 - Present

General Education

Understanding Artistic Forms (three hours)
Western Civilization & Culture (three hours)
Non-western Cultures (three hours)
Upper-Division (3000-4000) General Education Approved Course
Foreign Language* - High School (two years) or College (two courses) must be same language.

Electives

Electives make up the balance of hours needed to graduate.

*General Education courses required for students beginning their college education fall 1990 or later. An upper-division (3000-4000 level) general education course must be completed before enrollment in the professional program. Courses taken for humanities, western civilization or non-western civilization, or to satisfy other elective hour may (if 3000-or 4000-level) also qualify for the upper-division general education course.

† waived for applicants with an associate degree from an accredited Oklahoma college or university and for applicants with a bachelor’s degree.

‡ Not required for student beginning college prior to summer 1998. May substitute one year in high school (excluding keyboarding) or by passing an institution assessment test.

ACCREDITATION

This program is accredited by the North Central Association of Colleges and Secondary Schools, National Council for Accreditation of Teacher Education and the Council on Academic Accreditation of the American Speech-Language-Hearing Association.

For additional information:
Department of Communication Sciences and Disorders
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-4214
Fax: (405) 271-3360
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main/

Dietetics (M.A.)

The Department of Nutritional Sciences offers a professional graduate program designed to provide advance education to students who seek to become a Registered Dietitian (RD). The Master of Arts in Dietetics is a non-thesis program that requires a total of 36 hours of coursework.

ACADEMIC PROGRAM

Training to become a RD includes specific classroom courses as well as a work experience (called a dietetic internship). Students must complete the M.A. program coursework before starting a dietetic internship (DI). The DI is a separate program that requires an additional admission. Students who are admitted into the M.A. program are given preference for admission into the OUHSC Dietetic Internship. Following completion of the DI, the last step in becoming a RD is passage of the Registry Examination for Dietitians.

BASIC ADMISSION REQUIREMENTS

To be considered for admission, an applicant must:

1. Complete a bachelor’s degree or higher from an accredited college or university;
2. Have a minimum 3.0 cumulative GPA on the last 60 hours of undergraduate coursework applied to the degree or a 3.0 GPA on graded graduate coursework of 12 or more hours;
3. Completed chemistry I and II, introductory nutrition, human physiology, psychology, sociology or anthropology, microbiology, organic chemistry, and biochemistry. Note: organic chemistry and biochemistry may be taken with the program in the fall semester;
4. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and
5. Submit a completed application by July 1. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

For additional information:
Department of Nutritional Sciences
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-2113
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main/

Gerontology (Certificate)

In response to trends in the demographics of a growing aging population and the anticipated educational needs for professionals to prepare for service to this population, the University of Oklahoma has created the Interdisciplinary Graduate Certificate in Gerontology program. The program is intended for current students and professionals in various disciplines who are seeking to acquire basic knowledge and specialized
skills needed for working with older adults. An interdisciplinary team model is the focus of this program.

**ACADEMIC PROGRAM**

The certificate program requires 18 credit hours of course work: three credit hours each in biology, sociology, psychology of aging, interdisciplinary care, as well as, three credit hours of practicum or policy and ethics and three hours of approved elective in an area of specialization. A maximum of three credit hours, taken within six years of admission, may be transferred from outside the university. Coursework completed for the certificate may be applied toward the Master of Science in Geriatrics/Gerontology. The certificate program is also available to working professionals who want enhanced knowledge and expertise in aging, in addition to their professional degree.

**BASIC ADMISSION REQUIREMENTS**

To be considered for admission, an applicant must:
1. Have a baccalaureate degree from an accredited college or university;
2. Have a 3.0 cumulative GPA on the last 60 hours of coursework applied to the degree or a 3.0 GPA on graded graduate coursework of 12 or more hours;
3. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and
4. Submit a completed application by July 1 for fall, December 1 for spring and May 1 for summer. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf;

For additional information:
Department of Allied Health Sciences
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-1444
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main/

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**Nutritional Sciences (B.S.)**

The Department of Nutritional Sciences offers a four-year Bachelor of Science degree in Nutritional Sciences. Students apply to the professional phase of the program (at the Health Sciences Center) after first completing freshman and sophomore years (or 60 hours) of general education, inclusive of the prerequisites described in this document. Upon completion of the Clinical Dietetics Coordinated Program, the graduate will be prepared to function as an entry-level clinical dietitian.

**ACADEMIC PROGRAM**

The Department of Nutritional Sciences offers a coordinated program in clinical dietetics for undergraduate students interested in a career involving nutrition and health. Clinical dietetics is a profession dedicated to improving quality of life by helping people recover from illness and preventing health problems through medical nutrition therapy and nutrition counseling.

The coordinated program in clinical dietetics is an education program accredited by the American Dietetic Association that provides both the academic and practice experiences required for registration. Upon completion of the program, a verification statement is provided to the Commission on Accreditation/Approval for Dietetics Education of the American Dietetic Association to indicate that the student has completed the necessary requirements of the program and is eligible to take the Registry Examination for Dietitians. This is the option offered by the Department of Nutritional Sciences at the University of Oklahoma Health Sciences Center at the baccalaureate level.

**BASIC ADMISSION REQUIREMENTS**

Admission to the program requires completion of prerequisite coursework and submission of all application materials. To be considered for admission to the Clinical Dietetics Coordinated Program, an applicant must:
1. Have successfully completed, or be in the process of completing a minimum of 60 semester hours of prerequisite coursework from any accredited college or university prior to matriculation to the program.
2. Be in good standing with the college or university last or currently attending.
3. Have a minimum grade point average of 2.5 on a 4.0 scale of all college work and science courses attempted, and completed all departmental prerequisite courses with grades of C or better prior to projected admission date. Early admission is available; contact the department at (405) 271-2113.
4. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and
5. Submit a completed application by March 1. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

**Nutritional Sciences Prerequisites**

Course numbers and titles are those of the University of Oklahoma. The program director, department chairperson, and college dean must approve any exceptions or substitutions.

Prerequisite courses are offered at several colleges or universities in the state. Check with the College of Allied Health Web page (http://www.ah.ouhsc.edu/prereqs/) or a school adviser regarding equivalent courses not taken at the University of Oklahoma.

Sixty (60) semester hours must be completed for entrance to the program. Summer school hours, including electives, will be accepted if completed prior to the fall semester of the year a student plans to enter the program.

**Symbolic and Oral Communication**

- ENGL 1113, Principles of English Composition
- ENGL 1123, Principles of English Composition
- MATH 1523, Elementary Functions (or college algebra, or acceptable substitution)
- AVIA 1003, Introduction to Computer Concepts and Applications
- CL C 2412, Medical Vocabulary
- Foreign Language: two years in high school or two college-level courses in the same language

**Natural Sciences**

- CHEM 1315, General Chemistry
- CHEM 1415, General Chemistry (continued)
- HES 2823, Introductory Nutrition
- MBIO 2815, Introduction to Microbiology with lab
- ZOO 2124, Human Physiology

**Social Sciences**

- P SC 1113, American Federal Government
- PSY 1113, Elements of Psychology
- SOC 1113, Introduction to Sociology, or ANTH 1113, General Anthropology

**Humanities**

- HIST 1483, U.S. History 1492-1865, or HIST 1493, U.S. History 1865-Present
- *Understanding Artistic Forms—three hours
- *Western Civilization and Culture—three hours
- *Non-Western Culture—three hours

**Electives**

Make up the balance of hours needed to equal 60 hours

*General education courses required for students beginning their college education Fall 1990 or later. An upper-division (3000–4000 level) general education course must be completed before enrollment in the professional program. Courses taken for humanities, western civilization or non-western civilization, or to satisfy other elective hours may (if 3000- or 4000-level) also qualify for the upper division general education course. For a listing of approved general education courses the University of Oklahoma refer to the current class schedule or contact an adviser at your respective institution.
Occupational Therapy (M.O.T.)

Occupational therapy is a vital health-care profession that contributes to the ability of individuals to perform their life roles, such as parent, student, or worker, in the occupations of work, personal care, and leisure. Practitioners of occupational therapy advance the person’s well-being by promoting adaptation and independence through meaningful activities of everyday living to enhance and restore health. By preventing, reducing, or overcoming physical, social, and emotional impairment in people, its practitioners help to restore and sustain the highest quality of productive life to persons of all ages. They may be recovering from illnesses or injuries, contending with developmental disabilities, or coping with changes resulting from the aging process. The unique feature that separates its knowledge from other professions is the study and management of the purposeful occupations and the meaningful activities in which humans engage. In short, occupational therapy provides skills for the job of living.

ACADEMIC PROGRAM

The Master of Occupational Therapy degree professional program consists of 80 semester hours of sequenced and integrated didactic and clinical courses, including 26 weeks of fieldwork to be completed in no more than five years. All didactic coursework is offered on the University of Oklahoma Health Sciences Center (OUHSC) campus in Oklahoma City and the OUHSC campus in Tulsa. Clinical coursework is completed in sites throughout the country. The course of study is intended for students to achieve competencies for general clinical practice in occupational therapy with an appreciation for research and evidence-based practice. Upon completion of degree requirements, the student is awarded a degree of Master of Occupational Therapy (M.O.T.).

BASIC ADMISSION REQUIREMENTS

Admission to the program requires completion of prerequisite coursework and submission of all application materials. The Department Admissions Committee will review application materials and may request additional information such as an interview, and/or testing. To be considered for admission, an applicant must:

1. Have successfully completed a baccalaureate degree from an accredited college or university, or complete requirements to be eligible to earn the B.S. in Health Studies degree offered by the College after completion of 30 hours in the program. To be eligible for the B.S. in Health Studies degree applicants must include at least 10 hours of upper-division coursework as part of their prerequisite courses;

2. Have successfully completed, or be in the process of completing, prerequisite coursework (90 credit hours - no more than 60 credit hours from a two-year college will count toward the required 90) from any accredited college or university, prior to starting the program;

3. Be in good standing with the college or university last or currently attending;

4. Have a minimum grade point average of 2.75 on a 4.0 scale for all college work and natural sciences courses attempted;

5. Completed all departmental prerequisite courses with grades of C or better prior to projected admission date. Early admission is available; contact the department for information, (405) 271-2131;

6. Forty hours of observation in an occupational therapy setting;

7. Submit Graduate Record Exam (GRE) General Test score prior to the application deadline;

8. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and

9. Submit a completed application by February 1. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

Prerequisite Course Requirements

Course numbers and titles are those of the University of Oklahoma. The program director, department chairperson, and college dean must approve any exceptions or substitutions.

Prerequisite courses are offered at several colleges or universities in the state. Check with the College of Allied Health Web page (http://www.ah.ouhsc.edu/preqreqs/) or a school adviser regarding equivalent courses not taken at the University of Oklahoma.

Symbolic and Oral Communication

AVIA 1003, Introduction to Computer Concepts and Applications MC C 2412, Medical Vocabulary
ENGL 1113, Principles of English Composition
ENGL 1123, Principles of English Composition
Foreign Language: two years in high school or two college-level courses in the same language
MATH 1523, Elementary Functions* (or college algebra, or acceptable substitution)

Natural Sciences

PHYS 2414, General Physics for Life Sciences
ZOO 1114, Introductory Zoology
ZOO 1121, Introductory Zoology Lab
ZOO 2124, Human Physiology
ZOO 2255, Human Anatomy
Science Electives (three courses)

Social Sciences

PSY 1113 Elements of Psychology
PSY 2003 Understanding Statistics
PSY 2403 Introduction to Personality
PSY 2603 Developmental Psychology

General Education

HIST 1483, U.S. History*, 1492-1865, or
HIST 1493, U.S. History*, 1865-Present
PSC 1113, American Federal Government*
Understanding Artistic Forms* (three hours)
Western Civilization & Culture* (three hours)
Non-Western Cultures* (three hours)
Upper-Division General Education approved course** (three hours)

Electives

Electives make up the balance of hours needed to equal 90 semester hours; courses in natural sciences, social sciences and humanities are preferred.

§ Not required for student beginning college prior to summer 1998. May substitute one year in high school (excluding keyboarding) or by passing an institution assessment test.

* Waived for applicants with an associate degree from an accredited Oklahoma college or university and for applicants with a bachelor's degree.

** Waived for applicants with a bachelor's degree

ACCREDITATION

The Occupational Therapy program is accredited by Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery
Physical Therapy (M.P.T.)

Physical therapy is a dynamic health profession dedicated to the promotion of optimal health, prevention of disability, and the restoration and maintenance of physical activities that contribute to a successful life. Physical therapy services are provided in a variety of settings including homes, schools, one’s workplace, outpatient clinics, and hospitals. Physical therapists provide direct patient service, consultation, education, and are often engaged in research. They also serve in administrative capacities including supervising and delegating responsibilities to members of the physical therapy service. They work in primary, secondary, and tertiary health care settings. Physical therapists enter practice as generalists and may later become board-certified specialists. Physical therapists work closely with members of a patient’s team. Physical therapists are also engaged in the development of new approaches of intervention that will more effectively meet existing and emerging health needs in society, including health promotion and disability prevention programs.

ACADEMIC PROGRAM

The professional program consists of 80 semester hours of sequenced and integrated didactic and clinical courses. All didactic coursework is offered by the University of Oklahoma Health Sciences Center (OUHSC) in Oklahoma City and Tulsa. This program begins in the fall of every year with didactic and clinical coursework. Graduates of the program receive a Master of Physical Therapy* (M.P.T.) degree and are eligible to sit for the national licensure examination upon meeting state licensure requirements.

* The physical therapy program has been approved by President Boren and the OU Regents to transition from a master’s degree (MPT) to a clinical doctorate degree and awaits approval by the Oklahoma State Regents for Higher Education. Upon approval, the total cost of the program will increase consistent with doctoral level professional education. Please call (405) 271-6588 or send an email to alliedhealth-info@ouhsc.edu for more information.

BASIC ADMISSION REQUIREMENTS

Admission to the program requires completion of prerequisite coursework and submission of all application materials. The Department Admissions Committee will review application materials and may request additional information such as an interview, and/or testing. To be considered for admission, an applicant must:

1. Have successfully completed a baccalaureate degree from an accredited college or university, or complete requirements to be eligible to earn the B.S. in Health Studies degree offered by the college after completion of 30 hours in the program;

2. Have successfully completed, or be in the process of completing, prerequisite coursework (90 credit hours - no more than 60 hours from a two-year college will count toward the required 90) from any accredited college or university, prior to starting the program;

3. Be in good standing with the college or university last or currently attending.

4. Have a minimum grade point average of 2.75 on a 4.0 scale of all college work and natural science courses attempted;

5. Completed all departmental prerequisite courses with grades of C or better prior to projected admission date. Early admission is available; contact the department for information, (405) 271-2131;

6. Forty hours of observation in a physical therapy setting;

7. Submit Graduate Record Exam (GRE) General Test scores prior to the application deadline;

8. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and

9. Submit a completed application by January 1. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

Prerequisite Course Requirements

Course numbers and titles are those of the University of Oklahoma. The program director, department chairperson, and college dean must approve any exceptions or substitutions.

Prerequisite courses are offered at several colleges or universities in the state. Check with the College of Allied Health Web page (http://www.ah.ouhsc.edu/prereq) or a school adviser regarding equivalent courses not taken at the University of Oklahoma.

Symbolic and Oral Communication

AVIA 1003, Introduction to Computer Concepts and Applications

CL C 2412, Medical Vocabulary

ENGL 1113, Principles of English Composition

ENGL 1123, Principles of English Composition

Native Language:* two years in high school or two college-level courses in the same language

MATH 1523, Elementary Functions (or college algebra, or acceptable substitution)

Natural Sciences

CHEM 1315, General Chemistry (with laboratory)

PHYS 2414, General Physics for Life Sciences

PHYS 2424, General Physics for Life Sciences

ZOO 1114, Introductory Zoology

ZOO 1121, Introductory Zoology Lab

ZOO 2124, Human Physiology

ZOO 2255, Human Anatomy

Science Elective (one course)

Social Sciences

PSY 1113 Elements of Psychology

PSY 2003 Understanding Statistics

PSY 2603 Developmental Psychology

General Education

HIST 1483, U.S. History 1492-1865, or

HIST 1493, U.S. History 1865-Present

Understanding Artistic Forms* (three hours)

Western Civilization & Culture* (three hours)

Non-western Cultures (3 hours)

Upper-Division General Education approved course (three hours)

Electives

Electives make up the balance of hours needed to equal 90 semester hours; courses in natural sciences, social sciences and humanities are preferred.

*General education courses required for students beginning their college education fall 1990 or later. An upper-division (3000-4000 level) general education course must be completed before enrollment in the professional program. Courses taken for humanities, western civilization or non-western civilization, or to satisfy other elective hours may (if 3000- or 4000-level) also qualify for the upper division general education course. For a listing of approved general education courses the University of Oklahoma refer to the current class schedule or contact an adviser at your respective institution.

†waived for applicants with an associate degree from an accredited Oklahoma college or university and for applicants with a bachelor’s degree.
Radiologic Technology (B.S.)

The Department of Radiologic Technology offers a four-year baccalaureate degree in Radiologic Technology with programs in the areas of Radiography, Nuclear Medicine, Radiation Therapy and Sonography. Students apply to the professional phase of the program, which is offered at the University of Oklahoma Health Sciences Center in Oklahoma City, after completing 64 hours of general education, inclusive of the prerequisite courses identified below.*

*Sonography and Radiography also offer courses on the Tulsa Campus.

Each of the four professional programs, which begin in the fall of every year, consist of 68 semester hours of sequenced and integrated didactic and clinical courses. Students complete clinical assignments in selected hospital and clinic facilities, located throughout the Oklahoma City metropolitan area. Program faculty determine student assignments to clinical rotation sites based upon each student's abilities and clinical education needs.

The four-year program culminates in the baccalaureate degree in radiologic technology (B.S.R.T.) in the specific discipline of study. Upon successful completion of the chosen educational program, the student is eligible to apply to the appropriate credentialing agency to sit for the certification examination in their respective profession.

In 1970 the department established a baccalaureate degree program in radiography. Baccalaureate programs in nuclear medicine and radiation therapy were instituted in 1975. In 1978, the fourth program in sonography was approved. The offering of baccalaureate degrees in all four disciplines within one academic department is unique in the country.

None of the four professions are prerequisite to one another or subordinate to any other. Each degree program can be entered directly after completion of prerequisite courses and selection by the Admissions Committee, through a competitive application process.

Nuclear Medicine

Nuclear Medicine is the profession that utilizes radiopharmaceuticals, scintillation cameras and computers to image and quantify various physiologic processes throughout the body. The nuclear medicine technologist administers radiopharmaceuticals to patients, positions them for images and operates the cameras and computers to produce the images and analyze the data. They have a detailed knowledge of radiation safety procedures and regulations and radiopharmacy. The images and data obtained provide physicians with information on injuries and disease processes affecting organ function. In both the hospital and clinical setting, nuclear medicine technologists perform general and cardiac nuclear procedures on adult and pediatric patients.

Radiation Therapy

Radiation Therapy is the profession in which radiations are directed at diseased tissues in strictly controlled circumstances to cure or palliate the disease. The radiation therapist is in daily contact with the cancer patient, positioning them for treatment, performing mathematical calculations of radiation dosage and operating a variety of equipment that produces ionizing radiation. Therapists may also specialize in the area of treatment planning, which includes design and construction of various treatment devices, manual and computerized dose computations and dose measurement procedures. The radiation therapist has considerable responsibility in the area of patient care and must be knowledgeable regarding the psychology of dealing with terminally ill patients and their families.

Sonography

Sonography is the profession that uses equipment that generates high frequency sound waves to produce images of the human body. Using imaging procedures and personal initiative, the sonographer gathers data for interpretation and evaluation by the physician. This profession includes abdominal sonography, neurosonography, echocardiography, obstetrical and pelvic sonography and vascular technology. In each of these areas the sonographer must be knowledgeable of expected pathology, applicable instrumentation and results. The OUHSC sonography program is accredited in both general and cardiac sonography and provides opportunity for each student to obtain these sub-specialty areas. Clinical facility resources do not permit assignment of all students to all sub-specialty areas for advanced competencies. Assignment for advanced competencies will be made on the basis of available facilities and each student’s performance in basic coursework.

BASIC ADMISSION REQUIREMENTS

Admission to the program requires completion of prerequisite course work and submission of all application materials. The Department Admissions Committee will review application materials and may request additional information such as an interview, and/or testing. To be considered for admission, an applicant must:

1. Have successfully completed, or be in the process of completing a minimum of 64 semester hours of prerequisite coursework, from any accredited college or university, prior to admittance to the program;
2. Be in good standing with the college or university last or currently attending;
3. Have minimum grade point average of 2.50 on a 4.0 scale for all college work attempted. Completed all departmental prerequisite courses with grades of C or better prior to projected admission date;
4. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and
5. Submit a completed application by March 1. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

Prerequisites for Radiologic Technology Programs

Course numbers and titles are those of the University of Oklahoma. The program director, department chairperson, and college dean must approve any exceptions or substitutions.

Prerequisite courses are offered at several colleges and universities in the state. Check with the prerequisite finder on the College of Allied Health Web page [http://www.ah.ouhsc.edu/prereqs/] or a school adviser regarding equivalent courses not taken at the University of Oklahoma.

NOTE: Satisfactory completion of all prerequisite courses is required prior to beginning the program.
Symbolic and Oral Communication
  AVIA 1003, Introduction to Computer Concepts and Applications ³
  CL C 2412, Medical Vocabulary
  ENGL 1113, Principles of English Composition
  ENGL 1213, Principles of English Composition

Natural Sciences
  CHEM 1315, General Chemistry
  MATH 1503, Intro. to Elementary Functions
  PHYS 2414, General Physics for Life Sciences
  ZOO 1114, Introductory Zoology
  ZOO 1121, Introductory Zoology Lab
  ZOO 2124, Human Physiology

Social Sciences
  PSC 1113, American Federal Government†
  PSY 1113, Elements of Psychology
  SOC 1113, Introduction to Sociology

Humanities
  HIST 1483, US History 1492-1865, or
  HIST 1493 US History 1865-Present
  Humanities Courses (six hours) (applicable to students beginning prior to 1990)

General Education
  Upper-division General Education Course (three hours)‡
  Understanding Artistic Forms* (three hours) ¹
  Western Civilization & Culture* (three hours) ¹
  Non-western Culture* (three hours) ¹
  Foreign language* - High School (two years) or College (two courses)
  must be same language. ¹

Electives
  Electives make up the balance of hours needed to equal 64 semester hours; natural sciences, social sciences and humanities courses are preferred.

  *General Education courses required for students beginning their college education Fall 1990 or later. An upper division (3000-4000-level) general education course must be completed before enrollment in the professional program. Courses taken for humanities, western civilization or non-western civilization, or to satisfy other elective hour may if 3000- or 4000-level also qualify for the upper division general education course. For a listing of approved general education courses at the University of Oklahoma refer to the current class schedule or contact an adviser at your respective institution.

  † waived for applicants with an associate degree from an accredited Oklahoma college or university and for applicants with a bachelor's degree.

Courses taken on the pass/fail system will be accepted as elective hours. If any prerequisites are taken on the P/F system, the applicant must request a letter grade from the course instructor.

RT/ASSOCIATE DEGREE ARTICULATION OPTION

This option is designed for applicants with an associate degree from a nationally accredited Junior/Community College program in radiologic technology in Oklahoma. In addition to the associate degree, applicants should be certified (ARRT and/or NMTCB) in the discipline in which the AS degree was earned. Applicants will be considered on the basis of the following minimum requirements and may apply to any of the departmental programs.

  CL C 2412, Medical Vocabulary
  ENGL 1113, Principles of English Composition (three hours)
  ENGL 1213, Principles of English Composition (three hours)
  MATH 1503, Intro. to Elementary Functions (three hours)
  AVIA 1003, Introduction to Computer Concepts and Applications ³
  Humanities Courses (six hours)
  Upper-division (3000 or 4000) General Education Course (three hours)
  Radiologic Technology courses (19 hours)
  Electives to equal 64 hours

Applicants in this category use the procedure outlined herein for all other applicants. A minimum grade of C or higher in all professional and science courses related to the AS degree and a letter of recommendation from their former program director is required. In light of the preferred list of prerequisites all courses listed above must be completed prior to enrollment. Those entering under this option with an associate degree from a state other than Oklahoma may also be required to obtain certain other courses. All entering the Nuclear Medicine program who lack basic chemistry will be required to complete a minimum of four hours of general chemistry prior to enrollment.

WEB-BASED PROGRAM

The department also offers a non-clinical post-professional degree completion program for clinicians holding a professional credential in nuclear medicine, radiography, radiation therapy or sonography. The degree offered is a web-based Bachelor of Science in Radiation Sciences.

For additional information:
  Department of Radiologic Technology
  College of Allied Health
  P.O. Box 26901
  Oklahoma City, OK 73190-0901
  Phone: (405) 271-6477
  e-mail: alliedhealth-info@ouhsc.edu
  Internet: www.ah.ouhsc.edu/main

Speech-Language Pathology (M.A.)

Speech-Language Pathologists identify, assess, and provide treatment for communication and swallowing functions and their disorders. These services are provided to individuals across the entire age span from birth through adulthood, from diverse language, ethnic, cultural, and socioeconomic backgrounds, and who may have multiple disabilities.

ACADEMIC PROGRAM

The Master of Arts (M.A.) degree in Speech-Language Pathology provides an academic and clinical foundation for professionals providing services to children and adults with communication impairments, and qualifies graduates for certification and licensure in the profession of speech-language pathology. Graduates of the program meet all requirements of the American Speech-Language-Hearing Association's Certificate of Clinical Competence (CCC).

BASIC ADMISSION REQUIREMENTS

To be considered for admission, an applicant must:

1. Complete a baccalaureate degree from an accredited college or university. If the baccalaureate degree is not in Communication Sciences and Disorders (CSD), a minimum of 32 semester hours of prerequisites in CSD may be completed in residence;

2. Have a 3.0 cumulative grade point average (GPA) on the last 60 hours of coursework applied to the degree or a 3.0 GPA on graded graduate coursework of 12 or more hours;

3. Submit Graduate Record Examination (GRE) General Test scores prior to the application deadline;

4. Complete an on-site interview;

5. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and,

6. Submit a completed application by February 1. The application and other application requirements are found at:

ACCREDITATION

The North Central Association of Colleges and Secondary Schools and the Council on Academic Accreditation of the American Speech-Language-Hearing Association accredits the Graduate Programs in Speech-Language Pathology and Audiology. The Speech-Language Pathology program is also accredited by the National Council for Accreditation of Teacher Education.

For additional information:
  Department of Communication Sciences and Disorders
  College of Allied Health
  P.O. Box 26901
  Oklahoma City, OK 73190-0901
  Phone: (405) 271-4214
  Fax: (405) 271-3360
Graduate Programs

Allied Health Sciences (M.S., Ph.D.)

Degrees offered: Master of Science, Doctor of Philosophy

The Department of Allied Health Sciences offers a Master of Science program with a specialization in medical dosimetry designed to provide advance education, training, and research to students desiring mastery in the area of medical dosimetry.

The objective of the Doctor of Philosophy degree program in Allied Health Sciences is to develop scholars who will provide leadership in the health care disciplines represented in the College of Allied Health. Graduates of this program will be prepared to assume roles in research, education, public policy, and administration of health care services. The interdisciplinary aspects of the program will promote expansion of knowledge across disciplines and informed collaboration among disciplines, which are hallmarks to today's research, education, and health care environments.

ACADEMIC PROGRAM

The Master of Science (M.S.) degree program in Medical Dosimetry provides learning opportunities for the purpose of fulfilling the following goals: providing registered Radiation Therapists holding a B.A. or B.S. degree an opportunity for advanced education, training, research and providing individuals the opportunity to become eligible to make application to the Medical Dosimetry Certification Board (MDCB).

BASIC ADMISSION REQUIREMENTS

To be considered for admission to the Dosimetry program, an applicant must:

1. Complete a baccalaureate degree from an accredited college or university;
2. Have a 3.0 cumulative grade point average (GPA) on the last 60 hours of coursework applied to the degree or a 3.0 GPA on graded graduate coursework of 12 or more hours;
3. Complete calculus, Physics I and Physics II with lab;
4. Be certified by the American Registry of Radiologic Technologist in Radiation Therapy;
5. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and,
6. Submit a completed application by July 1 for fall admission and December 1 for spring admission. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

For additional information:

Department of Allied Health Sciences
College of Allied Health
801 N.E. 13th
Oklahoma City, OK 73190-0901
Phone: (405) 271-1444
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main/

Communication Sciences and Disorders (M.S., Ph.D.)

Speech-Language Pathologists identify, assess, and provide treatment for communication and swallowing functions and their disorders. Audiologists provide comprehensive diagnostic and rehabilitative services for all areas of auditory, vestibular, and related disorders. These services are provided to individuals across the entire age span from birth through adulthood; from diverse language, ethnic, cultural, and socioeconomic backgrounds; and who may have multiple disabilities.

ACADEMIC PROGRAM

The Master of Science (M.S.) degree in Speech-Language Pathology provides an academic and clinical foundation for professionals providing services to children and adults with communication impairments and qualifies graduates for certification and licensure in the profession of speech-language pathology.

The Doctor of Philosophy (Ph.D.) degree provides an individualized broad-based education within which a specific area of scholarly expertise is developed and which culminates in a mentored program of basic or applied research in either speech-language pathology or audiology.

BASIC ADMISSION REQUIREMENTS

To be considered for admission, an applicant must:

1. Complete a baccalaureate degree from an accredited college of university if applying to the M.S. program. If the baccalaureate degree is not in Communication Sciences and Disorders (CSD), a minimum of 32 semester hours of prerequisites in CSD may be completed in residence;
2. Meet all Graduate College minimum requirements if applying to the Ph.D. program;
3. Have a 3.0 cumulative GPA on the last 60 hours of coursework applied to the degree or a minimum 3.0 GPA on graded graduate coursework of 12 or more hours;
4. Complete an on-site interview;
5. Submit Graduate Record Examination (GRE) General Test scores prior to the application deadline;
6. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and,
For additional information:
Department of Communication Sciences and Disorders
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-2131
Fax: (405) 271-3360
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main

Nutritional Sciences (M.S.)

The Department of Nutritional sciences offers a graduate program designed to provide advanced education, training, and research to students desiring mastery in an area of nutrition.

ACADEMIC PROGRAM

The graduate program provides learning opportunities for the purpose of fulfilling two goals: providing Registered Dietitians an opportunity for advanced education, training, research and providing interested professionals from other areas an opportunity to augment their knowledge and expertise in nutrition. Two major tracks of study leading to a M.S. in Nutritional Sciences are offered: Track I is a thesis track and Track II is a non-thesis track.

BASIC ADMISSION REQUIREMENTS

To be considered for admission, an applicant must:
1. Have a baccalaureate degree from an accredited college of university in nutrition or dietetics or permission of the Department.
2. Have a 3.0 cumulative GPA on the last 60 hours of coursework applied to the degree or a minimum 3.0 GPA on graded graduate coursework of 12 or more hours;
3. Complete organic chemistry, biochemistry, introductory nutrition, and human physiology. Note: organic chemistry and biochemistry may be taken with the program in the fall semester;
4. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and,
5. Submit a completed application by July 1 for fall, December 1 for spring and May 1 for summer. The application and other application requirements are found at http://www.ah.ouhsc.edu/main/Application/Checklist.pdf.

For additional information:
Department of Rehabilitation Sciences
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-2131
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main/

Rehabilitation Sciences (M.S.)

The post-professional Master of Science (M.S.) degree program in Rehabilitation Sciences is designed for students with a professional (entry-level) degree in occupational therapy or physical therapy. The program includes a web-based Master of Science degree in pediatrics.

ACADEMIC PROGRAM

The program is designed to permit students to build on their professional experiences and to follow individualized plans of study according to their goals for the future. The program provides opportunities for students to develop as clinical specialists in orthopaedics, neurology and geriatrics, pediatrics, or sports medicine. This program also includes a web-based pediatric option.

BASIC ADMISSION REQUIREMENTS

To be considered for admission, an applicant must:
1. Be a graduate from an accredited professional (entry-level) program in occupational therapy or physical therapy;
2. Have two (2) years of professional experience and a well-defined interest in clinical practice (applicants with fewer than two years experience will be considered on an individual basis);
3. Have a 3.0 cumulative GPA on the last 60 hours of coursework applied to the degree or a minimum 3.0 GPA on graded graduate coursework of 12 or more hours;
4. Submit Graduate Record Examination (GRE) General Test scores prior to the application deadline;
5. Students for whom English is a second language must earn a minimum score of 250 (computerized) or 600 (paper) within two years prior to application on the Test of English as a Foreign Language (TOEFL); and,

For additional information:
Department of Rehabilitation Sciences
College of Allied Health
P.O. Box 26901
Oklahoma City, OK 73190-0901
Phone: (405) 271-2131
e-mail: alliedhealth-info@ouhsc.edu
Internet: www.ah.ouhsc.edu/main/

College of Dentistry

Stephen K. Young, D.D.S., M.S., Dean
1201 N. Stonewall Avenue
Oklahoma City, OK 73117-1214
Phone: (405) 271-5444
FAX: (405) 271-3423
Internet: http://dentistry.ouhsc.edu/

Dental Hygiene

The dental hygienist (RDH) is a licensed primary health-care professional, oral health educator, and clinician. The dental hygienist works closely with and under the supervision of a dentist. Most dental hygienists are employed in a dental office; however, dental hygienists can be found in numerous other settings; long-term care facilities, hospitals, corporate health facilities, school systems, research centers, state and federal agencies, and public health clinics. The responsibilities of a dental hygienist include preventive services that promote or maintain oral health and clinical treatments designed to arrest or control oral disease. Quality dental hygiene care requires critical thinking to assess the patient’s needs, determine a dental hygiene diagnosis, develop individualized patient care, implement dental hygiene treatment, and evaluate outcomes of dental hygiene treatment. The U.S. Department of Labor’s Bureau of Labor Statistics has projected that employment prospects for dental hygiene are expected to remain excellent. In fact, the dental hygiene profession is expected to be one of the fastest growing occupations through the year 2012. The national median hourly wage in 2004 was $28.58 and in Oklahoma for 2004 the median hourly wage was $28.48. Annual salaries for part-time practitioners vary. There is considerable freedom for dental hygienists to select work days and hours.

The Department of Dental Hygiene, which has been educating outstanding dental hygienists since 1971, is located within the College of Dentistry at
the OU Health Sciences Center in Oklahoma City. The University offers two paths to completion of a Bachelor of Science degree in dental hygiene; a Bachelor of Science Degree Program that requires of at least 60 hrs of prerequisite coursework and two years in the dental hygiene curriculum, and a Career Ladder Program that is an individualized program designed for associate degree registered dental hygienists to achieve a Bachelor of Science in Dental Hygiene: RDH-to-BSDH Track.

**Bachelor of Science Degree Program**

The University of Oklahoma Bachelor of Science in Dental Hygiene degree requires a minimum of 128 credit hours. The University offers a baccalaureate degree program that consists of at least 60 hours of prerequisite coursework and two years in the dental hygiene curriculum. The baccalaureate RDH may be employed as an educator and/or researcher who conducts clinical studies and analyzes scientific data, and as a provider of continuing education seminars. Prerequisite courses may be taken at the University of Oklahoma or another accredited university or college. The College of Dentistry offers the program on the Oklahoma Health Sciences Center campus in Oklahoma City and by distance education at the following three sites: 1) Tri County Technology Center in Bartlesville, OK, 2) Southern Oklahoma Technology Center at Ardmore, OK and 3) Western Technology Center in Weatherford, OK. Upon successful completion of the program, graduates from all sites receive a Bachelor of Science degree in Dental Hygiene and are eligible to take written and clinical examinations for licensure as registered dental hygienists.

**ADMISSION**

Admission to the Dental Hygiene Program is competitive. Selection is based on the applicant’s post-secondary academic record, life experiences, and potential for success in a baccalaureate program. New students are admitted for the fall semester only. Oklahoma residents are given preference, but well-qualified non-residents are also considered for admission. All application materials must be submitted by January 15th of the year in which admission is sought. To be considered for admission, students must meet the following requirements:

1. Be in good standing with the last college or university attended.
2. Take the ACT or SAT and provide individual component scores and composite score. (Recommended for the 2006 admissions cycle; REQUIRED for 2007 admissions cycle).
3. Have a minimum grade point average of 2.5 on a 4.0 scale with a grade of C or better on all required coursework.
4. Have a minimum of 60 semester hours of coursework from an accredited college or university.
5. Ideally applicants should have completed the FOUNDATIONAL coursework (see prerequisite courses) before the January 15 application deadline. Acceptance is based upon completion of foundational coursework by the end of the spring semester prior to admission. All prerequisite courses, excluding foundational, must be completed by the time the fall semester begins.
6. Spend a minimum of 40 hours observing a dental hygienist.
7. Submit a completed application online that includes the prioritized site(s) for which the applicant wishes to be considered.
   
https://app.applyyourself.com/?id=uok-hs

8. If English is the student’s second language, a minimum score of 250 is required on the national standardized TOEFL examination.
9. An offer of acceptance into the program is contingent upon meeting the required “C” in all remaining pre-requisite coursework and a cumulative GPA of 2.5.

**PREREQUISITES**

The following courses completed are required (with a minimum of a “C” grade) and must be included within the minimum 60 semester hours of study. The course names and numbers are those of the University of Oklahoma. Any exception or substitutions must be approved by the program director or college dean or be listed in the Official Course Substitution Guide of the University of Oklahoma.

**CORE AREA 1: Symbolic & Oral Communication**

- ENGL 1113, Principles of English Composition I (3 hours)
- ENGL 1213, Principles of English Composition II (3 hours)
- Foreign Language* — High School, two years; or, College, two courses
- COMM 1113, Principles of Communication, or (3 hours)
- PSY 2003, Understanding Statistics (3 hours)
- ECON 2843, Elements of Statistics (3 hours)

**CORE AREA 2: Natural Science**

- ZOO 2234, Human Anatomy or (3 hours)
- ZOO 2255, Human Anatomy (3 hours)
- CHEM 1315, General Chemistry (3 hours)
- HES 2823, Introduction to Nutrition (3 hours)
- MBIO 2815, Introduction to Microbiology (3 hours)
- ZOO 2124, Human Physiology (3 hours)

**CORE AREA 3: Social Science**

- PSC 1113, Government of the United States (3 hours)
- PSY 1113, Elements of Psychology (3 hours)
- SOC 1113, Introduction to Sociology (3 hours)

**CORE AREA 4: Humanities**

- HIST 1483, U.S. History 1492 to 1865, or (3 hours)
- HIST 1493, U.S. History 1865 to Present (3 hours)
- Understanding Artistic Forms (three hours)*
- Western Civilization & Culture (three hours)*
- Non-Western Culture (three hours)*
- Approved upper-division general education course (three hours)*

*Indicates additional general education courses required for students beginning their college education in fall of 1990 or after and those who have not earned an Oklahoma bachelor's or associate's (excludes applied science) degree.

A Foundational Grade Point Average (FGPA) is computed and used in the selection process. The FGPA uses the best grade for the following seven required courses listed below: English II, Human Physiology, Human Anatomy, Microbiology, Psychics, Statistics, Psychology, Nutrition, and General Chemistry* It is important that as much of the foundational coursework as possible be completed in the fall semester prior to desired entry in order to have the strongest possibility of selection.

**This course will be computed as a foundational component beginning with the admission cycle 2007.**

**Dental Hygiene Degree Completion Program: RDH-to-BSDH Track**

The University of Oklahoma College of Dentistry offers an individualized Bachelor of Science in Dental Hygiene: RDH-to-BSDH Track. The Career Ladder Program is designed for Registered Dental Hygienists who have earned an associate’s degree and wish to obtain a Bachelor of Science in Dental Hygiene degree. Classes and requirements are designed for the working dental hygienist and those who may not live in the immediate geographic area. Didactic coursework may be taken in Oklahoma City at the College of Dentistry or via distance education at any of the three distance facilities located in Ardmore, Bartlesville, or Weatherford, Oklahoma. Clinical work may be completed at any of these sites.

Each applicant’s prior dental hygiene educational credentials will be evaluated and an program will be designed specifically to meet the needs of the individual. The University of Oklahoma Bachelor of Science in Dental Hygiene degree requires a minimum of 128 credit hours. The 60-hour career ladder program grants credit for advanced standing of up to 30 hours of dental hygiene courses through various validation methods, leaving 30 semester hours required for completion of the degree.

Focus in degree work may include one or more of the areas identified by the American Dental Hygienists’ Association as interrelated roles of the professional dental hygienist.

1. **Clinical** — work in collaboration with dentists as co-therapists rendering preventive and therapeutic interventions, and evaluating treatments.
2. **Management** — as an office manager, the dental hygienist develops office protocol, monitors practice productivity and financial affairs, and coordinates human and material resources.
3. **Acute and Extended Care Facilities** — provide clinical and educational services for patients and residents, provide staff training, serve as client advocates and change agents to ensure that health care needs of diverse populations are met.

4. **Public Health/School Districts** — hygienists working in public health and school districts provide oral health assessments, referrals, and preventive services, and develop educational strategies to change the oral health behaviors of clients.

5. **Education/Marketing** — serve on the faculties of dental and dental hygiene programs in colleges and universities, in private business and industry, marketing dental technology and products, and in centers that focus on the needs of the physically challenged and elderly.

6. **Research** — contribute to advancing the knowledge base in dental health care by investigating both basic and applied research problems.

**ADMISSION**

Formal admission to the University of Oklahoma is an initial requirement for admission to RDH-to-BSDH Track. The application deadline for a planned fall enrollment is June 1. (Late applications will be considered).

The following documents must be submitted:

1. Completed application forms.
   a. University of Oklahoma Health Sciences Center application
   b. RDH-BSDH Career Ladder Supplemental Application

2. Official transcripts from all colleges attended.

3. Photocopy of passing score on the National Dental Hygiene Board Examination.

4. Official transcripts from all institutions of higher education attended.

5. Two letters of recommendation: one from the director or clinical supervisor of the dental hygiene program attended and one from the applicant’s current or most recent dental hygiene employer. In the event of extenuating circumstances, the Chair of the Department may approve other sources of recommendations.

6. Non-refundable application fees to OUHSC the Department of Dental Hygiene.

**REQUIRED COURSES**

**CORE COURSES**

- DH 3523, Research in Dental Hygiene ........................................ 3 hours
- DH 4331, Clinical Rotation I.................................................. 1 hour
- DH 4338, Clinical Dental Hygiene III .................................. 8 hours
- DH 4341, Clinical Rotation II............................................... 1 hour
- DH 4349, Clinical Dental Hygiene IV ................................. 9 hours
- DH 4413, Correlation Seminar............................................. 3 hours
- DH 4421, Ethics and Jurisprudence ........................................ 1 hour
- DH 4990, Special Studies in Dental Hygiene: Capstone ..........4 hours

**ELECTIVE COURSES**

- DH 3111, Pediatric Dentistry................................................. 1 hour
- DH 3121, Geriatric Dentistry................................................... 1 hour
- DH 4541, Community Health Practicum.................................. 1 hour
- DH 4960, Directed Reading in Dental Hygiene .........................1-4 hours

*Additional approved elective courses may be taken for credit toward the degree.

All students are responsible for maintaining current cardiopulmonary resuscitation (CPR) certification.

**VALIDATION OF COMPETENCY**

Registered Dental Hygienists who meet the following criteria may apply for up to 30 hours of advanced standing academic credit.

1. Graduated from an accredited associate degree or certificate of dental hygiene program.

2. Successfully completed the National Board Dental Hygiene Examination.

3. Successfully completed the Western Regional Board Examination or the equivalent.

4. Satisfactorily completed any necessary prerequisite coursework.

5. Completion of Dental Hygiene Department Request for Advanced Standing.

6. Successful completion of the Dental Hygiene Advanced Placement Examination with a minimum score of 75 on each of four components.

The provisions of this publication do not constitute a contract, express or implied between any applicant, student, or faculty member of the Dental Hygiene Program.

**FOR ADDITIONAL INFORMATION**

To obtain pre-advisement contact:

**Dental Hygiene Program**

OUHSC, DCSB 567

P.O. Box 26901

Oklahoma City, OK 73190-3044

Telephone: (405) 271-4435; FAX: (405) 271-4785

For questions about the online application contact:

Office of Admissions & Records

OUHSC, BSEB Room 200

P.O. Box 26901

Oklahoma City, OK 73190-3040

Telephone: (405) 271-3282; FAX: (405) 271-2480

For information concerning financial aid contact:

Office of Financial Aid

OUHSC, BSEB Room 241

P.O. Box 26901

Oklahoma City, OK 73190-3040

Telephone: (405) 271-2118

**Doctor of Dental Surgery Program**

**GENERAL INFORMATION**

The need for a dental school in Oklahoma was studied for many years, but it was not until 1965 that legislation was passed authorizing the planning of the College. A dean was appointed in 1969 and three years later the initial class was accepted and began studies. The first class of 24 students graduated in May 1976.

The College holds membership in the American Association of Dental Schools and is fully accredited by the Commission on Dental Accreditation.

The College of Dentistry offers two degree programs. They are Bachelor of Science in Dental Hygiene and Doctor of Dental Surgery. In addition, the College provides for the continuing education of area dentists and dental auxiliaries through a variety of short courses, guest lectures, and seminars.

There are master’s degree programs in orthodontics and periodontics in the Graduate College, which function as part of the College of Dentistry, and a hospital-based program in oral surgery.

There is also a one-year Advanced Education in General Dentistry (AEGD) residency program.

**PROGRAM FOR ACADEMIC EXCELLENCE**

The College of Dentistry’s four-year curriculum is designed to produce a competent general practitioner. The curriculum is built upon a minimum prerequisite of two years of earlier academic work.

The program is divided into semesters with additional summer clinical sessions. The objectives of the program are to produce graduates who will:

- be competent in the diagnosis and treatment of oral disease;
- practice preventive dentistry in relation to total health;
- assume positions of responsibility within the community;
be sensitive to the needs, aspirations, and apprehensions of patients and others;
be competent to manage a dental practice and dental auxiliary personnel; and
have developed an initiative for continuing education and adaptation to progress within the profession.

The four-year dental curriculum is designed to provide those learning experiences which enable the student to acquire the essential knowledge and skills necessary for competent practice in the science and art of dentistry. To accomplish this, the academic program demands a large commitment of time throughout the curriculum. Direct participation in classes, laboratories, and clinics amounts to 35 or more hours per week, and related study and preparation time is extensive. In addition to the conventional two semesters of each academic year, students participate in four additional weeks of instruction during the first and second years and also provide patient care in a 10-week summer session following the third year. The total instructional period is 146 weeks; not including final examination weeks scheduled each semester. Flexibility is provided within many courses and the clinics to allow students the opportunity to learn in an individualized manner.

Instruction is provided in the basic biological sciences, behavioral sciences, and clinical dental sciences. Most of the biological science instruction is included in the first two years of the curriculum. Clinical sciences are taught throughout the entire curriculum. As the student progresses, increasing emphasis and time are devoted to supervised patient care. Behavioral sciences instruction, the management of dental practice and professional responsibility are incorporated throughout the curriculum. At graduation, the student is considered to be qualified to enter directly into the professional practice of dentistry.

The first year of the curriculum is concerned largely with the basic structure and function of the human body. Courses in human gross anatomy, microscopic anatomy with emphasis on the oral-facial structures, biochemistry, and physiology provide the student with the understanding of the biological sciences important to the dentist. Instruction in the clinical sciences gives the student the knowledge of form, structure, growth, and function of the dentition, the importance of and the mechanisms to prevent dental disease, and some of the procedures used to restore diseased oral tissues to a healthy condition. The first of a series of courses on individual behavior, communications, practice management, and the social responsibilities of the dentist are also offered in the first year. Students begin patient care in the first year by performing preventive dentistry and examination and diagnostic procedures.

The second year concentrates on the processes of disease and infection through conjoint courses in pathology, oral pathology, microbiology, and immunology. More advanced instruction in the clinical disciplines is provided and the student assumes an increasing responsibility for care of patients.

In the third year, more than half of the student’s time is spent in the provision of dental care to patients. At the same time, he or she continues to receive instruction in basic sciences, particularly pharmacology, and in the clinical, behavioral, and social sciences. Students work in collaborative groups to provide high-quality care, practice effective management principles, and assist each other in professional growth and development.

The final year concentrates extensively on patient care, the correlation of the basic, behavioral, and clinical sciences, as well as the effective and efficient management of dental services. Some students are granted the opportunity to pursue elective study to concentrate on further development of knowledge and skills in selective clinical specialties, or to engage in research or graduate-level study in scientific disciplines. Each student will spend five weeks in special preceptorships or rotations in private offices and/or institutions providing dental services. Extensive emphasis is given to comprehensive patient care and the teamwork and leadership involved in the provision of dental health services.

The Doctor of Dental Surgery (D.D.S.) degree will be awarded to students who complete the prescribed curriculum at an acceptable level and demonstrate a high degree of professional ethics and behavior. The faculty will make the final determination of these candidates meeting requirements for graduation.

FACILITIES

Basic science courses are conducted in the Basic Sciences Education Building. Space is devoted exclusively to the dental programs in multidisciplinary laboratories which are especially conducive to small group instruction. Basic science instruction takes place in a modern lecture room equipped with color slides, closed-circuit television, and other forms of audiovisual media. Preclinical technique instruction is conducted in a state-of-the-art laboratory in the Dental Clinical Sciences Building which was designed to simulate working at chairside, thus facilitating the student’s transition from the laboratory to the treatment of patients.

Dental clinical instruction takes place in the modern 112,000-square-foot Dental Clinical Sciences Building. This building is located immediately east of the Basic Sciences Education Building and is across the street from the Library-Learning Resources Center. The Dental Clinical Sciences Building provides the finest of facilities and equipment for clinical instruction. It includes 180 general practice operatories for student use and additional operatories for oral diagnosis, radiography, oral surgery, pedodontics, periodontics, graduate programs, and residencies. The Dental Clinical Sciences Building has three 88-seat lecture rooms and several multipurpose classrooms in addition to clinical laboratories and faculty offices. Student space is ample and includes locker rooms, a faculty-student commons with lunch facilities, several lounges, and an office and workroom for student organizations.

ADMISSION

The College of Dentistry is a state-supported institution giving priority consideration to residents of Oklahoma. However, non-resident applicants will be considered in accordance with their qualifications. Acceptance to the dental program is based on grade point averages (cumulative and science), DAT scores, letters of recommendation, and personal interview. Each applicant’s record is evaluated for quality and achievement.

Admission requires completion of a minimum of 90 semester credit hours from an accredited college or university with a cumulative grade point average of at least a 2.50. Since admission is competitive, applicants should significantly exceed the minimum academic performance requirements. Coursework must include the following prerequisites completed with a “C” or better:

- English .......................................................... six semester hours
- Biological Sciences with laboratory .................... eight semester hours
- Inorganic Chemistry with laboratory ................... eight semester hours
- Organic Chemistry with laboratory ..................... eight semester hours
- Physics with laboratory ................................... eight semester hours
- General Psychology ............................................. three semester hours
- Biochemistry (with or without lab) ................. three or four semester hours

Application for admission may be submitted while the student is working toward completion of one or more of the required courses, but the student will not be matriculated until each of these requirements has been met.

In addition to the required courses, it is recommended that applicants choose elective courses complementing the dental curriculum. The dental profession requires an understanding of areas such as psychology, sociology, and economics. The individual student should select additional courses on the basis of interest and personal enrichment.

All applicants are required to take the American Dental Association Dental Admission Test (DAT), and have their results forwarded to the College of Dentistry.

APPLICATION

All non-resident applicants must also complete an application through the American Association of Dental Schools Application Service (AADSAS). Oklahoma residents have the option of completing the AADSAS application or applying directly to the College of Dentistry via its online application at www.ouhsc.edu. All AADSAS applications must be postmarked no later than September 1. Oklahoma residents making direct application to the College of Dentistry have a December 1 deadline.

Contact the College of Dentistry Office of Admissions at (405) 271-3530 for specific application procedures.
INTERVIEW
A personal interview is mandatory, but does not indicate acceptance into the program. Interviews will be granted on the basis of the applicant’s academic record and DAT scores. All expenses incurred in the application process will be the responsibility of the applicant.

Interviews begin October 1 of the year prior to the year of entry and end around mid-January of the year of entry. Candidates will be interviewed individually by two members of the Admissions Committee. The purpose of the interview is to determine the applicants’ knowledge of the dental profession, motivation, and maturity.

Therefore, it is recommended that applicants familiarize themselves with the profession by doing the following:
1. Discussing the profession with several general practice dentists.
2. Observing and/or assisting in dental offices a minimum of 100 hours.
3. Visiting a dental school and discussing with faculty, students, and staff the profession and the commitment necessary to succeed as a dental student. These steps to reinforce your goal to become a dentist should be taken early in the decision process, but no later than the summer of the year prior to desired entry.

CLASS SIZE
Fifty-eight (58) applicants are selected each year to matriculate in the fall. Offers are made beginning December 1 of the year prior to the year of entry and ending the last week in February of the year of entry.

ENROLLMENT AND FEES/TUITION
The College of Dentistry Office of the Dean will enroll all dental students during the advance enrollment period. Enrollment is not complete until an enrollment form signed by the student and advisor is submitted to the HSC Office of Admissions and Records Enrollment Section. Dental students will be notified of their scheduled class registration by the College of Dentistry Dean’s Office.

To hold a position in the class, applicants accepted into the College of Dentistry must submit a $500 deposit by the date specified in the acceptance letter. This deposit is applied to the first semester tuition. This deposit is non-refundable.

A complete schedule of fees is available from the Office of Admissions, College of Dentistry.

SCHOLARSHIPS AND FINANCIAL AID
Adequate loan resources are available to meet the needs of all eligible dental students and are administered by the Financial Aids Office. In addition, some forms of financial aid are restricted to minority students.

An entering student should obtain the necessary application packet as early as possible from the Office of Financial Aids. Applications will be accepted throughout the year; however, applicants are cautioned that it takes several months to process applications and that applications submitted late may not be evaluated in time for eligible students to receive funds until after classes begin. Students must submit an application for financial aid each school year.

For further information, contact:
Office of Financial Aid
OUHSC, SU 301
P.O. Box 26901
Oklahoma City, OK 73190-3040
Telephone: (405) 271-2118

For further information, contact:
University of Oklahoma
College of Dentistry
Office of Admissions
OUHSC, DC1B 510
P.O. Box 26901
Oklahoma City, OK 73190-3040
Telephone: (405) 271-3530
Fax: (405) 271-3423
www.dentistry@ouhsc.edu

College of Medicine
M. Dewayne Andrews, M.D., Vice President for Health Affairs and Executive Dean
940 Stanton L. Young Blvd., Suite 357
Oklahoma City, OK 73104-5042
Phone: (405) 271-2265
FAX: (405) 271-3032
Internet: http://www.medicine.ouhsc.edu/

Doctor of Medicine Program

GENERAL INFORMATION
Medical education is a complex mixture of graduate and professional education. Students are expected to master basic scientific principles and facts as well as to obtain sufficient clinical skills and experience to be well prepared for residency training. The education must convey the continually expanding body of medical science and prepare students for competent and compassionate patient care. Medicine and its practice is truly a commitment to life-long learning.

The University of Oklahoma College of Medicine is creative in meeting the needs of both our students and the needs of our state’s population. At the turn of the 20th century the College of Medicine was established in Norman as a two-year pre-clinical school. Ten years later in 1910 it was merged with the Epworth Medical College in Oklahoma City and became a four-year degree-granting school. The College’s mission includes education, biomedical research, and exemplary patient care. In conjunction with its affiliated teaching hospitals, the College provides a sophisticated learning environment. Patients are referred to our faculty and teaching hospitals from throughout the U.S. and the world.

FACILITIES AND FACULTY
The University of Oklahoma College of Medicine fulfills its mission by assuring the fiscal and administrative resources, teaching and research facilities that are necessary to create an environment for the highest level of professional achievement. Our faculty, many of whom have reached positions of prominence in American medicine, are committed to providing a continuum for students to progressively acquire the knowledge and skills to understand the nature of health and illness and to care for patients and their families. The University is justifiably proud of its students, faculty and staff for the strength of the institution lies in these individuals.

The uniqueness of the Oklahoma Health Center, the remarkable aggregate of health related institutions on the 300-acre complex in central Oklahoma City, includes the University of Oklahoma Health Sciences Center, the OU Medical Center hospital complex, and 31 member organizations ranging from cutting-edge technology companies to government, education, health care and community support institutions. Medical students are not only afforded the opportunity to train on this campus but in a variety of health care delivery models across our community and state. There are over 800 full-time faculty and more than 2,100 volunteer faculty serving the College of Medicine.

Additionally, the College of Medicine-Tulsa is the community-based, clinical campus founded in 1972 by act of the Oklahoma legislature.

CURRICULUM
The OU medical curriculum provides an integrated overview of human biology and behavior, encourages students to embrace self-directed learning and develops professional behaviors. Themes of the curriculum include professionalism, integration, clinical skills, and learning through patient care. Scholarly activity and research are available. There is an emphasis on the academic and social support of students. Personal qualities of professional development are discussed with attention to scientific foundations and technology of medicine balanced with professional responsibilities. Student evaluations use both objective and subjective
performance criteria. Classroom and laboratory studies are complemented with clinical demonstrations and case studies, problem-based and team learning, and an extensive online curriculum called Hippocrates. First-year courses focus on knowledge of structure and function of human biology, critical thinking skills, and the management of medical information. A two-week intersession provides opportunity for electives in medical humanities. Second-year courses address the understanding of diseases, including pathophysiology and therapy of diseases, and form a bridge of basic information leading directly into the clinical curriculum. Patient contact in the first two years employs a standardized patient program and work in community clinics with full access to a human simulation center. The required clerkships in medical specialties in years three and four may be taken in either an academic health center, community hospital setting (Tulsa), fourth-year students have a required ambulatory care experience, a rural preceptorship with a physician in a small Oklahoma community; and six months of clinical electives. Students have opportunity to experience five specialty electives taken in third or fourth year. The educational program is based on six competencies (patient care, medical knowledge, evidence-based learning, communication skills, professionalism and systems based practice) forming a continuum with graduate medical education (residency training). A fully-funded MD/PhD program is available for students interested in medical research.

FINANCIAL AID
Adequate loan resources are available to meet the needs of all eligible medical students. An entering student should complete the Free Application for Federal Students Aid (FAFSA) at www.fafsa.ed.gov. OUHSC school code is 005889. The Financial Aid Office website offers all the information a student should need concerning federal and private student aid. Go to www.ouhsc.edu and click on “Financial Aid” or go directly to the Financial Aid website at http://w3.ouhsc.edu/sfs/. Questions can be sent to financial-aid@ouhsc.edu or call: Office of Financial Aid University of Oklahoma Health Sciences Center P.O. Box 26901 Oklahoma City, OK 73190 (405) 271-2118

For the best opportunity to be awarded low interest loans, the FAFSA should be completed by March 1st for the upcoming academic year. Scholarships are based on need and/or academic standing in the medical school. To apply for scholarships, contact the College of Medicine at 405/271-2265 or access their web site at www.ouhsc.edu.

ADMISSION
Inquiries concerning admissions should be addressed to the Office of Admissions, College of Medicine, 35 Biomedical Sciences Building, PO. Box 26901, Oklahoma City, OK 73190. The Admissions website is www.medicine.ouhsc.edu/admissions/.

All applicants must be U.S. citizens or hold a permanent visa and have a minimum of 90 semester hours of academic college work at an accredited college or university, and a minimum cumulative grade point average of 3.0. The following prerequisites must be completed with a minimum GPA of 2.0:

- General Chemistry — two semesters
- Organic Chemistry — two semesters
- Physics — two semesters
- Introductory Zoology or Biology with lab — one semester
- Choice of Genetics, Comparative Anatomy, Embryology, Histology or Cell Biology — one semester
- Sociology, Psychology, Foreign Language, Humanities, Philosophy, or Anthropology, any combination — three semesters
- English—three semesters

Although the baccalaureate degree is not required for admission, it is strongly recommended that the applicant have the degree prior to entering medical school. With thoughtful planning of coursework, it should be possible to complete all requirements for admission to medical school as well as those for the degree. Computer skills are required for medical school. Each applicant must take the Medical College Admissions test (MCAT) and have a minimum average score of 7.0. Beginning January 2007, the MCAT will be delivered as a computerized exam only. Thomson Prometric will deliver the exam on behalf of the AAMC multiple times per year. Special examinations are not given, and applicants should register well in advance of the scheduled dates at www.aamc.org/MCAT/. Assistance in this regard is generally available from premedical advisers, however, final responsibility rests with the applicant.

As the number of qualified applicants increases, the Admissions Board members are called upon to examine motivation, commitment, support systems, and the ability of each applicant to cope with the rigors of a professional school system. Academically competitive applicants have a GPA of 3.6 and an MCAT average of 9.6. All interviews are offered at the discretion of the Admissions Board.

APPLICATION
The college utilizes the American Medical College Application Service (AMCAS). The web-based application is available at www.aamc.org/AMCAS/. Applications are received from June through October 15 of the year prior to which admission is sought. Late or incomplete applications will not be considered. In addition to the AMCAS application, the college requires two letters of reference: one from the applicant’s premedical committee, and one from any other faculty member of his or her choosing, or three faculty letters if the premedical committee is not used (this option is strongly discouraged for currently enrolled OU students). Applications cannot be considered until all materials requested have been received. Completion deadline is November 1.

DEGREE REQUIREMENTS
Grading at the University of Oklahoma College of Medicine is a combination of objective and subjective evaluation of academic and professional abilities of the student. All courses in the college must be passed with a grade of C or better and all required coursework must be satisfied. Additionally, students are required to take and pass Step 1 of the United States Medical Licensing Examination (USMLE) to advance to third-year of medical school, and take USMLE Step 2 prior to graduation.

LICENSURE
Licensure to practice medicine in the United States is governed by state Boards of Medical Licensure. A medical degree is required as is passing the three steps of the United States Medical Licensing Examination (USMLE) and completion of at least one year of approved residency training. Further information about licensure may be obtained directly from State Boards.

Physician Associate Program
The College of Medicine offers a 30-month Physician Associate Program leading to a Master of Health of Science degree. Preadmission advising and counseling can be obtained by contacting the Physician’s Associate Program at the Health Sciences Center, (405) 271-2058.

ADMISSION
To be considered for admission to the Physician Associate Program an applicant must:

1. Have a minimum of 90 semester hours from an accredited college or university.
2. Have a minimum grade point average of 2.75 on a 4.00 scale.
3. Complete three reference forms.
4. Provide a resume.
5. Submit a statement on “Why I Wish to Become A Physician Associate.”
6. Complete the General test component of the Grade Record Examination prior to the application deadline.
7. Complete the on-line application for the University of Oklahoma Health Sciences Center.
8. Applicants must have completed the following courses prior to the first day of classes.

Note that prerequisite courses need not be completed prior to the application deadline. Any exceptions or substitutions must be approved by the physician associate program.
English Composition — two semesters  
U.S. Government — one semester  
U.S. History — one semester  
Psychology — one semester  
Psychology elective — one semester  
Microbiology — one semester  
Pathogenic Microbiology, Virology, or Immunology — one semester  
Anatomy* — one semester  
Physiology* — one semester  
Zoology — one semester  
General Chemistry — two semesters  
General Physics — one semester  
College-level algebra — one semester  

*Two semesters of combined anatomy/physiology fulfill separate course requirements.

It is highly recommended that all science courses have a laboratory component. Electives are preferred in the biological, physical, and behavioral sciences and humanities.

An application must be complete before it will be considered by the Admissions Committee. Applicants who meet these requirements and have a completed application on file may be invited for a personal interview. This does not indicate acceptance. All expenses incurred will be the responsibility of the applicant.

It is recommended that applicants have direct patient contact health care experience.

APPLICATION FOR PA PROGRAM

Applications should be made directly to the University of Oklahoma Health Sciences Center, Office of Admissions and Records. As soon as the packet has been evaluated and made ready by this office, it will be forwarded to the admissions coordinator of the Physician Associate program for consideration.

Classes begin in early July each year. A maximum of 50 students are accepted to each class. All applications must be completed by October 1. The application process includes a formal interview for those candidates selected for final consideration.

DEGREE REQUIREMENTS

Successful completion of the Physician Associate Program leads to the Master of Health Sciences degree. Any student who successfully completes all of the courses with a minimum grade of C in all Physician Associate courses and a minimum grade point average of at least 2.00 on a 4.00 scale may be considered for graduation by the promotions committee.

The work in the College of Medicine is 30 months in duration and is divided into two phases: the basic science phase and the clinical clerkship phase.

The basic science phase is 17 months in length, and all work is done at the Health Sciences Center. Basic science training consists of required courses taught by several Colleges at the Health Sciences Center.

The clinical clerkship phase of the program is 13 months in length and is decentralized, with the majority of the clerkships spent with private practitioners throughout the State of Oklahoma; there are also out-of-state clerkships at other centers. For these reasons, it is necessary that the students be mobile during this particular phase of their education. Physician Associate education is designed to train generalist practitioners and therefore covers the major disciplines that comprise primary care.

There are 13 clerkships, each lasting four weeks, during the clinical phase of the program, with experiences in the areas of medicine, surgery, pediatrics, emergency services, family practice, OB/GYN, and mental health.

Graduates of the PA program are eligible to sit for a national certifying exam and are eligible for licensure as a Physician Assistant.

Bachelor of Science in Nursing

Upon completion of the course requirements the Bachelor of Science in Nursing degree is conferred and the graduate is then eligible to apply to take the examination for licensure as a registered nurse. Graduates of the program are prepared to practice medical-surgical, pediatric, community health, gerontological, maternal-child, or psychiatric-mental health nursing in a variety of health care settings including hospitals, home health agencies, health departments, nursing homes, industry and public schools.

PREADMISSION ADVISEMENT

Students are encouraged to establish contact with College of Nursing counselors prior to enrollment in prerequisite course requirements.

Students should contact:  
University of Oklahoma College of Nursing  
Office of Student/Alumni Affairs  
P.O. Box 26901  
Oklahoma City, Oklahoma 73190  
Telephone: (405) 271-2428 or call toll free (800) 879-9234.

ADMISSION

Students pursuing a Bachelor of Science in Nursing degree may attend the University of Oklahoma, Norman campus, during the freshman and sophomore years. Credits required for the first two years may also be transferred from other colleges or universities. Prerequisites include 67 hours of approved coursework in specified courses and electives. All prerequisite courses, except electives and courses in U.S. history and understanding artistic forms, must be completed prior to enrollment in the junior year nursing courses at the College of Nursing.

The following year-by-year schedule is a sample program of study. It is intended as a guide to aid the planning of the student’s program. The sequence of courses can vary in the first two years.

Required Prerequisite Courses

The following prerequisite courses or approved substitute courses must be completed with a minimum of C grade (2.00 on a 4.00 scale) or better before a student may enroll in the nursing major courses. Students should contact a College of Nursing counselor to identify courses which are accepted as substitutes for the prerequisite courses.
PRE-NURSING SAMPLE PREREQUISITE COURSE PLAN (CODE 203)

FRESHMAN YEAR—First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1113</td>
<td>3</td>
</tr>
<tr>
<td>ZOO 1114</td>
<td>4</td>
</tr>
<tr>
<td>ZOO 1121</td>
<td>3</td>
</tr>
<tr>
<td>Psychology/Sociology/Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>General Education (Core Area IV)</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL HOURS</strong></td>
<td><strong>14</strong></td>
</tr>
</tbody>
</table>

+ three-hour math course, if needed

Second Semester

*ENGL 1213                      | 3     |
*CHEM 1315                      | 5     |
P SC 1113                       | 3     |
Psychology/Sociology/Anthropology | 3   |
General Education (Core Area IV) | 3   |
| **TOTAL HOURS**               | **17**|

Summer Session

*MADIO 2815                    | 5     |
HIST 1483 or 1493              | 3     |
| **TOTAL HOURS**               | **8**  |

SOPHOMORE YEAR—First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZOO 2255</td>
<td>5</td>
</tr>
<tr>
<td>HSE 1823</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2603</td>
<td>3</td>
</tr>
<tr>
<td>Electives (four hours) or Five hours Foreign Language</td>
<td>4–5</td>
</tr>
<tr>
<td><strong>TOTAL HOURS</strong></td>
<td><strong>15–16</strong></td>
</tr>
</tbody>
</table>

Second Semester

*ZOO 2124                      | 4     |
Statistics (PSY 2003 or COMM 2513) | 3   |
Psychology/Sociology/Anthropology Culture (3000-4000 level) | 3   |
*Foreign Language              | 5     |
General Education (Core Area IV) | 3   |
| **TOTAL HOURS**               | **13–18**|

*Courses with prerequisites: consult with adviser.

‡Second foreign language course could be taken in the summer following the sophomore year.

It is highly recommended that the General Education foreign language requirement be completed in high school.

APPLICATION

Application deadline for the College of Nursing is January 15 of the year in which enrollment is sought. It is the responsibility of the applicant to supply complete credentials that include:

1. Completed application for admission to the University of Oklahoma.
2. Completed College of Nursing Supplemental Data Form.
3. Official transcripts from all colleges and universities attended.
4. Verification of spring enrollment.

Admission is limited; criteria and priorities are:

1. Enrollment in or completion of at least 30 semester hours of prerequisite courses at the time the application for admission to the College of Nursing is submitted.
2. A minimum grade of C in all prerequisite courses.
3. A cumulative grade point average of 2.50/4.00 for all college work taken at OU, as well as all coursework carrying a letter grade. Academic credit earned from any division of the University of Oklahoma — Norman Campus, Health Sciences Center, OU–Tulsa, University of Oklahoma College of Continuing Education — is considered resident credit at the University of Oklahoma. Grades earned at any of these divisions are included in the OU retention and cumulative grade point average for purposes of admission or readmission to the University, and to the individual colleges within the University.
4. Priority is given to applicants with grade point averages exceeding the 2.50/4.00 cumulative requirement.

5. Priority is given to applicants who complete prerequisites prior to or during the spring semester following submission of the application.
6. Priority is given to legal residents of Oklahoma.
7. Priority is given to students transferring a minimum of 25 academic credit hours from the University of Oklahoma, Norman Campus.

SELECTION PROCESS

Application materials are screened by the Office of Admissions and Records and forwarded to the College of Nursing Office of Student/Alumni Affairs. Applications for admission to the baccalaureate program are reviewed and evaluated by the College of Nursing Admission-Progression-Graduation Committee. The selection committee considers all applicants without discrimination in regard to age, creed, ethnic origin, marital status, race or sex. Students are selected for admission according to the criteria described in this catalog.

The Office of Admissions and Records notifies each student of the committee’s action. Students are required to respond to an offer of a position or an alternate position by the date specified.

Accelerated Baccalaureate Degree in Nursing for Second Degree Students

The College of Nursing offers an accelerated BSN program for students with a bachelor’s degree in any field, appropriate prerequisite coursework and a qualifying GPA. Students in the Accelerated BSN program earn a Bachelor of Science degree in Nursing (BSN) following successful completion of 14 months of full-time study. Graduates of the program are eligible to apply to take the examination for licensure as a registered nurse and are prepared to practice nursing in a variety of settings. They are eligible to continue their studies in the graduate nursing program.

Career Ladder Program for Registered and Licensed Practical Nurses

The College of Nursing offers flexible, individualized programs for Registered Nurses and Licensed Practical Nurses who wish to obtain the Bachelor of Science in Nursing degree. Full- or part-time schedules are available and classes are scheduled at hours convenient for the working student. Advanced standing credit for up to 30 hours of nursing courses is available through various validation mechanisms. Interested nurses should contact the College of Nursing Office of Student/Alumni Affairs at (405) 271-2428 or toll free 1-800-879-9234.

Career Ladder Program for Non-Nursing Health Care Workers

The College of Nursing offers opportunities for persons with experience in health care (i.e. operating room technicians, emergency medical technicians, medical corpsmen) to complete requirements for the Bachelor of Science in Nursing. Non-nursing health care workers can earn advanced standing credit up to 14 hours of nursing theory courses by successful completion of standardized examinations. Interested persons should contact the College of Nursing, Office of Student/Alumni Affairs at (405) 271-2428 or toll free 1-800-879-9234.
The College of Pharmacy

Douglas W. Voth, M.D., Dean
1110 N. Stonewall Ave.
Oklahoma City, OK 73117-1223
Phone: (405) 271-6484
FAX: (405) 271-3830
Internet: http://www.oupharmacy.com

The College offers the doctor of pharmacy as the sole entry-level professional degree. The doctor of pharmacy degree program of the University of Oklahoma is accredited by the Accreditation Council for Pharmacy Education. Graduates of the program are qualified to sit for the pharmacist licensure examination in all 50 states.

The doctor of pharmacy curriculum balances the basic sciences, which are fundamental to learning new concepts, and the clinical sciences, which are essential for delivering comprehensive pharmaceutical care. The College strives to educate professionals who understand the need for life-long learning and students are encouraged to use their elective hours to complete additional humanities and science courses along with general education requirements. Offering an excellent student to faculty ratio, the College provides personalized instruction to students in a broad array of professional courses and a number of student professional organizations and an active student government.

The doctor of pharmacy program provides the clinical training and experience required of entry-level positions in all areas of contemporary pharmacy practice. About one-half of the pharmacy graduates today select a career in community pharmacy and one-third practice in hospitals or related health-system agencies. The remaining graduates choose from diverse opportunities in pharmaceutical industry, government, or education. There are currently five board-certified specialties in pharmacy — pharmacotherapy, psychopharmacy, nutrition, oncology, and nuclear pharmacy.

The doctor of pharmacy degree is awarded after successful completion of an approved four year course of professional study following the completion of the preprofessional prerequisites. The preprofessional requirements may be completed on the Norman campus of the University of Oklahoma or at any other accredited institution offering the required courses. Admission to the professional program is based upon the academic record of the applicant without regard to the institution attended.

The College of Pharmacy also offers the M.S. and Ph.D. degrees in pharmaceutical sciences through the Graduate College. These are research-based programs comparable to graduate degrees in other fields of science, require a thesis/dissertation, and do not qualify graduates for professional licensure. Candidates for admission may hold an entry-level pharmacy degree (B.S. or Pharm.D.) or a degree in another area of science. The primary purpose of these programs is to provide advanced scientific education in preparation for careers in pharmaceutical education, research, and industry.

**PRE-PHARMACY ADVISING AND COUNSELING**

Prepharmacy advising and counseling is available at the Health Sciences Center through the Office of Pharmacy Student Affairs located in room 117 of the College of Pharmacy Building or at the Schusterman Center Pharmacy Student Affairs located in room 1D27. Applicants may speak to a prepharmacy advisor at (405) 271-6598 or (918) 660-3572. Prepharmacy students on the Norman campus are assigned an adviser in University College.

**PRE-PHARMACY CURRICULUM**

Admission to the doctor of pharmacy program requires a minimum of two years of preprofessional university study and completion of approximately 60-65 semester hours of approved prepharmacy courses. Applicants must meet the prerequisites listed below prior to admission. The course numbers listed represent courses offered at the University of Oklahoma. Equivalent courses are available at most colleges and universities. Equivalency tables are available through the preprofessional counseling centers of Oklahoma colleges and universities. The sequence of prepharmacy courses will vary depending upon the schedule and specific prerequisites of the different institutions. Students entering the college of pharmacy curriculum are also expected to have computer proficiency at or above the level of basic word processing skills. A course emphasizing basic business or professional computing or equivalent experience is recommended. All students are encouraged to contact a prepharmacy counselor at the College of Pharmacy for assistance in planning an appropriate prepharmacy program of study.

Courses on the Norman campus which fulfill the prepharmacy requirements are listed in parentheses.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition</td>
<td>ENGL 1113 and 1213</td>
<td>6</td>
</tr>
<tr>
<td>U.S. History</td>
<td>HIST 1483 or 1493</td>
<td>3</td>
</tr>
<tr>
<td>U.S. Government</td>
<td>PSC 1113</td>
<td>3</td>
</tr>
<tr>
<td>Calculus</td>
<td>MATH 1743 or 1823</td>
<td>3</td>
</tr>
<tr>
<td>Social &amp; Behavioral Sciences</td>
<td>Selective</td>
<td>3</td>
</tr>
<tr>
<td>Oral Communications</td>
<td>Speech*</td>
<td>3</td>
</tr>
<tr>
<td>Business and Economics</td>
<td>Selective</td>
<td>3</td>
</tr>
<tr>
<td>Zoology</td>
<td>ZOO 1114 with lab/Biology for Science Majors*</td>
<td>4</td>
</tr>
<tr>
<td>Microbiology</td>
<td>with laboratory</td>
<td>4</td>
</tr>
</tbody>
</table>

(*Pathogenic preferred)

General Chemistry | CHEM 1315 & 1415 | 8 |
Organic Chemistry | CHEM 3053, 3152, 3153 | 8 |
Biochemistry* | | 3 |
General Physics | PHYS 2414 or 2424 | 3 |
Human Physiology* | | 3 |
Human Anatomy* | | 3 |
General Education and Electives—see below | 9 |
Minimum Total | 61 |

*Beginning Fall 2008, Human Anatomy, Human Physiology, Biochemistry, Speech and 6 hours of selective Biology/Life Science courses will be required. Minimum total for 2008 = 79

**General Education**

The College of Pharmacy has maintained general education requirements for all graduates of the doctor of pharmacy program to encourage a broader educational experience. Students are exempt from general education requirements if they: (1) earned an associate degree from an institution in the Oklahoma State System of Higher Education; or (2) earned a baccalaureate degree from an accredited institution of higher education. The foreign language requirement consists of two semesters of college credit in the same language or completion of two years of the same foreign language in high school.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understanding Artistic Forms</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Non-Western Cultures</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

**APPLICATION PROCEDURE AND ADMISSION REQUIREMENTS**

Application for admission to the doctor of pharmacy program requires completion of the Pharmacy Centralized Application Service (PharmCAS) application as well as a supplemental application to the College of Pharmacy. The PharmCAS application may be accessed at http://www.pharmcas.org. The supplemental application may be accessed through the College of Pharmacy’s Web site at http://pharmacy.ouhsc.edu/pharmadmission/#supp.

The following are required for admission to the doctor of pharmacy program:

1. Completion of all required prepharmacy courses with a grade of C or above and a minimum preprofessional grade point average (GPA) of 2.5 on a 4.0 scale. Students who have completed course work at the University of Oklahoma must have an OU GPA of 2.00 or above. Applicants must be in good standing with the college or university last attended.

2. Submission of the PharmCAS and supplemental applications fees by the established deadline dates. It is required that official transcripts from all colleges and universities attended, three letters of recommendation and PCAT and/or TOEFL scores be sent directly to PharmCAS. Supplemental
The career outlook for pharmacists is excellent. Salaries for pharmacy graduates are influenced by location, size, and type of employer; the education and professional attributes of the pharmacist; and position requirements and responsibilities. Graduates also have a number of post-graduate training and education opportunities available to them to develop the skills necessary to enter advanced practice positions and environments. Whatever career track is selected by a pharmacy graduate, the University of Oklahoma College of Pharmacy provides the educational excellence necessary to attain this goal.

Additional information on the doctor of pharmacy program is available from the Office of Pharmacy Student Affairs at (405) 271-6598 or (918) 660-3572.

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**Graduate College**

Dr. James J. Tomasek, Dean  
1000 Stanton L. Young Blvd.  
Library, Room 258  
Oklahoma City, OK 73190  
Phone: (405) 271-2085  
FAX: (405) 271-1155  
Internet: [http://www.ouhsc.edu/graduate/](http://www.ouhsc.edu/graduate/)  
e-mail: [grad-college@ouhsc.edu](mailto:grad-college@ouhsc.edu)

The Graduate College is the center of research, advanced study and creative and scholarly work at the University of Oklahoma. The college is designed to produce the environment essential to a graduate education, and the principal goals of its graduate faculty are the encouragement of advanced intellectual achievement, scholarship and research. The Graduate College challenges students to develop a better grasp of their chosen fields, to develop skills and methods of research and to increase their abilities of independent thought. To these ends, the OU Health Sciences Center provides excellent library, laboratory and other learning facilities in addition to a close association with faculty, scholars and research investigators.

To insure policy adherence and academic excellence, the Graduate Council and the Dean of the Graduate College supervise and evaluate the departments and program units that offer master’s and doctoral degrees. The graduate faculty is responsible for instruction, for guiding graduate students in the development of their programs, and for pursuing investigations associated with a particular field or discipline. Graduate students are expected to demonstrate initiative and to assume responsibilities for the progress of their studies. Although coursework is the basis for wider reading and personal inquiry, students must master subjects, not merely course assignments. A graduate degree is conferred for mastery of a field and a thorough understanding of its related branches.

Accredited by the North Central Association of Colleges and Secondary Schools, the Graduate College is a member of the Council of Graduate Schools. In addition, several specific graduate degree programs are accredited by their respective professional and accrediting agencies.

New facilities and technology, plus an internationally prominent faculty, are combining to make the University of Oklahoma Health Sciences Center the next century’s regional leader in education, research, and patient care. The OU Health Sciences Center serves as Oklahoma’s principal education facility for physicians, nurses, dentists, biomedical scientists, pharmacists, physician associates and a wide range of allied health and public health professionals. Its seven colleges — Medicine, Dentistry, Nursing, Pharmacy, Allied Health, Public Health, and Graduate — are home to more than 3,000 undergraduate, graduate, and professional students.

The Health Sciences Center is located adjacent to the state capitol and is a cornerstone of the 200-acre Oklahoma Health Center complex, which includes 19 affiliated state and private institutions and agencies. The campus is five minutes by car from downtown Oklahoma City, which offers a variety of cultural and sporting events. Tulsa is two hours away by car. The
The biomedical science departments provide an opportunity for in-depth Communication Sciences and Disorders. The M.S. degree in Nutritional Sciences is offered through the Department of Graduate College, Rehabilitation Sciences and an M.S. with specialization in Medical Dosimetry. The M.S. degree in Nutritional Sciences is offered through the Department of Nutritional Sciences, and the M.S. in Rehabilitation Sciences degree is available through the Department of Rehabilitation Sciences. An M.S. degree in Speech-Language Pathology and Ph.D. degrees in Audiology and Speech-Language Pathology is offered through the Department of Communication Sciences and Disorders.

The biomedical science departments provide an opportunity for in-depth study and research in biological and behavioral sciences. Graduate Programs in Biomedical Sciences (GPBiS) is an interdisciplinary Ph.D. program which combines the expertise of faculty from seven participating departments and programs: Biochemistry and Molecular Biology, Cell Biology, Microbiology and Immunology, Neuroscience, Pathology, Pharmacology and Toxicology, and Physiology. In the areas of Biological Psychology and Radiological Sciences M.S. and Ph.D. degrees are available. A medical sciences option for these programs which has a concentration in one of the basic medical sciences is also available.

Through the College of Pharmacy, the Graduate College offers both the M.S. and Ph.D. degrees in the pharmaceutical sciences. Students may select from one of the following major areas of specialization in pharmaceutical science: nuclear pharmacy, pharmacology/toxicology, and pharmacy administration.

In the patient care area, a M.S. degree is offered in dental sciences and nursing. The dental sciences program includes orthodontics and periodontics. Graduate students are prepared to manage a full range of patient care problems within the chosen specialty area. The goal of the M.S. degree in nursing is to develop the advanced nursing competency necessary for professional leadership roles in nursing.

Through the College of Public Health, the Graduate College offers programs leading to the M.S. and Ph.D. degrees. The graduate programs include: biostatistics and epidemiology — areas of concentration are applied biostatistics, statistical methodology, epidemiology of chronic diseases, epidemiology of infectious diseases, epidemiology of neurological diseases, epidemiology of mental and behavioral health; occupational and environmental health with emphases in environmental health, environmental management, occupational health, and environmental epidemiology/toxicology; and health promotion sciences, a program which emphasizes health education. Students interested in public health graduate programs should request additional information from the Dean of the College of Public Health prior to submitting an application for admission.

If your career and educational goals encompass one or more of the health-related areas, you should consider seeking a graduate degree at the OU Health Sciences Center. For more information, contact the Graduate College at www.ouhsc.edu/graduate or:
- The Graduate College
- The University of Oklahoma
- Health Sciences Center
- 1000 Stanton L. Young Blvd.
- Library, Room 258
- Oklahoma City, Oklahoma 73190

Areas and Degrees Offered

**ALLIED HEALTH SCIENCES**

**Degrees offered:** Master of Science, Doctor of Philosophy

The Doctor of Philosophy degree program in Allied Health Sciences is interdisciplinary and designed to promote knowledge across disciplines and informed collaboration among disciplines. The individualized program is designed to meet each student’s educational goals. Graduate courses from any of the departments within the College of Allied Health, the Health Sciences Center campus, or the Norman campus may be selected as a part of a student’s individualized program. Graduates of the program will be prepared to assume leadership roles in research, education, public policy, and administration of health care services. A Master of Science degree program in Allied Health Sciences with a specialization in medical dosimetry is also available. This program is designed for individuals who have a baccalaureate degree and certification as a radiation therapist. Graduates will be prepared to practice medical dosimetry as well as to function as a contributing member of the ever changing health care industry.

**BIOCHEMISTRY AND MOLECULAR BIOLOGY**

**Degrees Offered:** Master of Science, Doctor of Philosophy, M.D./Ph.D.: Medicine/Doctor of Philosophy

Our research-intensive doctoral program is designed to prepare students for successful careers as independent scientists in academic research, biotechnology and pharmaceutical industries, health and biomedical science management or teaching. Our recently redesigned master's program also is research-based, and includes coursework designed to provide enhanced education opportunities for students who wish to extend their knowledge, experience and opportunities for advancement in research laboratories at universities, research institutes or biotechnology companies. The curriculum, separate from that of the doctoral program, emphasizes understanding of research procedures as well as development of technical and problem-solving skills.

**BIOLOGICAL PSYCHOLOGY**

**Degrees Offered:** Master of Science, Doctor of Philosophy, M.D./Ph.D.: Medicine/Doctor of Philosophy

The Graduate Program in Biological Psychology, leading to the degree of Doctor of Philosophy, is centered in the Department of Psychiatry and Behavioral Sciences, but involves close collaboration with several clinical and basic biomedical departments of the College of Medicine. The overall objective of the program is to educate and train doctoral level candidates to become capable of conducting basic and/or applied research in behavioral neuroscience and biological psychology. Given the program’s location in a health sciences center and the need for clinical researchers, emphasis will be placed on health-related problems.

**Areas of Research:** Behavioral neuroscience/human neuropsychology; psychophysiology/behavioral medicine/health psychology; and psychopharmacology/substance abuse. Fully instrumented laboratories for both animal and human research are provided, with an emphasis on the human organism.

**BIOSTATISTICS AND EPIDEMIOLOGY**

**Degrees Offered:** Master of Science, Doctor of Philosophy

The Department of Biostatistics and Epidemiology has two main objectives: 1) teach the concepts of biostatistics and epidemiology essential to all students in the health sciences, and 2) educate master’s and doctoral students who are pursuing specialization in the fields of biostatistics or epidemiology. Although the department functions as a single administrative unit, it includes two distinct disciplines: biostatistics and epidemiology. A student may work toward a master’s or doctoral degree in either discipline, depending on his or her interests and background. Each discipline has a different set of required courses; however, there is some flexibility in the program to allow each student to develop his or her strengths and interests through elective courses.

**Areas of Research:** Epidemiology; early detection, prevention, and control of cancer; renal disease; childhood diseases; cardiovascular disease; neurological disease; hemophilia; diabetes mellitus; deep vein thrombosis; eye diseases; and partner’s violence. Research is being conducted in molecular/genetic, environmental, social epidemiology, quality assurance and treatment efficiencies, logistic/multiple linear regression, epidemiology methods, teaching methods, experimental design, confidence intervals, clinical outcomes research, survey sampling methods, analysis of variance, non-parametric categorical data analysis, survival data analysis, and evaluation methods.
Degrees Offered: Master of Science, Doctor of Philosophy, M.D./Ph.D.: Medicine/Doctor of Philosophy

The interdisciplinary nature of the Cell Biology graduate program provides students with the breadth of knowledge and technical acumen that is highly sought in today's competitive job market. Graduates from the Cell Biology program have numerous exciting career opportunities in academia, industry, government and the private sector. To fulfill students' specialized needs and interests, the department offers advanced courses taught by faculty whose expertise is closely related to the contents of the course work. Students may also choose curricula that emphasize anatomical or pharmacological studies.

Areas of Research: Cell biology of connective tissue; reproductive biology and neuroendocrinology; cell biology of the nervous system; development and plasticity of central nervous system motor areas; sprouting and plasticity in the nervous system; developmental processes related to regeneration and determinants of cell growth and differentiation; molecular biology of the retina; pharmacology of the nervous system; mechanisms of cell signaling.

NEUROSCIENCE

Degrees offered: Master of Science, Doctor of Philosophy

The graduate program in Neuroscience emphasizes a multidisciplinary approach to understand the structure and function of the normal and diseased nervous system. The diversity of research represented in this program spans three focus areas: molecular neuroscience, systems neurobiology, and functional neuroscience. Molecular neuroscience involves biochemical investigations at the cellular and molecular levels and includes studies on neurotransmitter systems, pharmacology of neurotransmission, interactions of drugs with receptors, molecular biology of neurological disease, and mechanisms of signal transduction. Systems neurobiology encompasses studies of multi-neuronal networks that range from small ensembles to neural circuitry underlying the control of cardiac and respiratory function, endocrine function and pain mechanisms. Functional neuroscience includes the disciplines of neurology, biological psychology and behavioral neuroscience. Students in the graduate program in Neuroscience are exposed to all three focus areas, providing a strong interdisciplinary foundation on which to build comprehensive and innovative research programs.

NURSING

Degrees offered: Master of Science with a major in nursing, Post-Master’s Nurse Practitioner Certificate


NUTRITIONAL SCIENCES

Degrees offered: Master of Science

The graduate program in the Department of Nutritional Sciences is a flexible program whose primary goal is to provide advanced education, training and research to selected students desiring to develop mastery in an area of nutrition. These students accepted into the graduate program, as part of a DDP Program (Didactic Program in Dietetics) have the option of taking course work that will prepare them for a supervised practice
experience, which is a requirement for registration-eligibility with the American Dietetic Association. Graduates of the program may be employed in public health settings, hospitals, clinics, local/state/federal government agencies, wellness centers, private practice, food companies, universities (teaching and research), private industry, and other areas.

**Areas of Research:** Protein-energy malnutrition, nutrition and growth, obesity, nutrition in women's health, nutrition and the physically disabled; interaction of carbohydrate, minerals and sex hormones in bone metabolism and nephrocalcinosis; nutrient intake and immune function in AIDS; nutrition and cancer, computer software and dietary assessment; nutrition and cardiovascular disease; dietetic education; sports nutrition and food science.

**OCCUPATIONAL AND ENVIRONMENTAL HEALTH**

**Degrees offered:** Master of Science, Doctor of Philosophy

The objective of the Department of Occupational and Environmental Health is to unite an interdisciplinary training and research program for persons grounded in natural, physical and health sciences in order to develop an understanding of human response to the environment as well as the response of the environment to the activities of humans. Toward this end, the department has developed flexible and diversified programs of graduate study, field training, and basic and applied research to accommodate students with a wide range of academic and occupational backgrounds. Areas of study include Industrial Hygiene (ABET-accredited), Environmental Management, and the interdisciplinary Environmental Management & Industrial Hygiene program (also ABET-accredited), leading to the Master of Science, Master of Public Health, Doctor of Philosophy, and Doctor of Public Health degrees. Programs in Occupational Medicine for physicians and physician assistants lead to the Master of Public Health degree. Most courses are offered in the late afternoon and evening format for the convenience of practicing professionals.

**Areas of Research:** Occupational medicine, industrial hygiene, environmental epidemiology/toxicology; environmental management.

**ORTHODONTICS**

**Degrees Offered:** Master of Science

To meet the need for patient care and research in the field of orthodontics, a graduate program in this dental specialty was established in 1981. The program prepares dental graduates to manage the full range of dentofacial discrepancies which fall within the responsibility of the orthodontist. Current knowledge and research findings are applied to patient care in all age groups. A thesis is required. The degree awarded is a Master of Science in Dental Sciences, with orthodontics as the area of specialization.

**Areas of Research:** Growth, development and function of the stomatognathic system; balance or imbalance of dental occlusion; temporomandibular joint dysfunction, materials relevant to orthodontic practice, biologic tissue response, and physical or social adjustment of patients.

**PATHOLOGY**

**Degrees Offered:** Master of Science, Doctor of Philosophy, M.D./Ph.D.: Medicine/Doctor of Philosophy

Pathology is a bridging discipline involving both basic and clinical research. It is the study of molecular, cellular and tissue responses to disease. With a training focused on modern molecular, immunologic, biochemical and genetic tools to uncover the mechanisms of the disease process, the graduate program is designed to prepare individuals for careers in biomedical research. Graduate study in experimental pathology emphasizes hypothesis-driven research using cutting-edge research approaches that would lead to the development of independent new investigators.

**Areas of Research:** Immuno-, molecular and vascular pathobiology, human and experimental renal pathology, gene expression, hemostasis, neutrophil function, lymphoproliferative diseases, blood-brain barrier systems, endotoxic shock, wound healing, biochemistry, development, tumor biology, and neuropathology.

**PERIODONTICS**

**Degrees Offered:** Master of Science

The Master of Science program is an accredited three-year experience, directed toward providing opportunities for the development of expert clinicians and teachers who have a background of comprehensive clinical experience, current basic science knowledge relevant to dentistry, and research methodology. Completion of the 36-month program leads to the Master of Science degree in Periodontics awarded by the Graduate College. A thesis based on an investigative project is required of each candidate. Additionally, a certificate is issued to designate a proficiency in periodontics.

**Areas of Research:** Includes the systemic and local etiologic factors in the development of periodontal diseases, and the prevention and treatment of these diseases.

**PHARMACEUTICAL SCIENCES**

**Degrees Offered:** Master of Science, Master of Science/Master of Business Administration, Pharm.D./Master of Science, Doctor of Philosophy

The Department of Graduate Pharmaceutical Sciences offers graduate degree programs leading to both the Master of Science and Doctor of Philosophy degrees. These degree programs are designed to prepare scientists-educators-practitioners for careers in pharmaceutical education, research, industry and related areas of specialized practice. Pharmaceutical sciences graduate students may choose one of several areas of specialization; individual programs of study and research projects within each of these areas are quite diverse because of interdisciplinary activities of the department.

**Areas of Research:** Medicinal chemistry; nuclear pharmacy; pharmacology/toxicology; pharmaceutics; and pharmacy administration. Research is supported by the National Institutes of Health, Department of Defense, pharmaceutical industry, and private foundations. Graduate students are expected to demonstrate an ever-increasing ability to independently identify and resolve significant problems in their area of specialization.

**PHYSIOLOGY**

**Degrees Offered:** Master of Science, Doctor of Philosophy, M.D./Ph.D.: Medicine/Doctor of Philosophy

The Physiology graduate program provides comprehensive training in integrative sciences incorporating the tools and techniques of physiology with other disciplines to conduct research at the molecular, cellular, organ, and whole animal levels. The doctoral program prepares students for academic careers involving research and teaching as well as other careers where physiological training is required. The master’s program is designed to strengthen the credentials of teachers and health professionals.

**Areas of Research:** Cellular, molecular, cardiovascular, exercise, and fetal/maternal physiology; regulatory mechanisms influencing cardiopulmonary function and pain transmission; neuroendocrinology/physiology; muscle biochemistry; and epithelial transport. In addition, there is a specialty non-thesis M.S. program in exercise physiology.

**RADIOLOGICAL SCIENCES**

**Degrees Offered:** Master of Science, Doctor of Philosophy

The graduate programs of the department provide the educational background for the profession of Medical Radiation Physics, which applies physics to the medical specialties of radiation therapy, diagnostic radiology, nuclear medicine, ultrasound, computed tomography, and magnetic resonance imaging. Potential students are encouraged to correspond directly with the graduate liaison to obtain descriptive information on the profession of Medical Radiation Physics and the department's master's and doctoral programs.

**Areas of Research:** Diagnostic radiology, therapeutic radiology, nuclear medicine, magnetic resonance imaging, and ultrasound. Current emphasis is placed on pattern recognition, observer performance, medical decision-making, radiation therapy treatment planning, image processing, computer applications in the radiological sciences, dosimetry with thermoluminescent materials, radioactive isotopes, diagnostic ultrasound, Roentgen diagnosis, computed tomography, quality control in radiology, and radiobiology.
REHABILITATION SCIENCES

Degrees offered: Master of Science

The Master of Science (M.S.) degree in Rehabilitation Sciences is designed to provide physical therapists and occupational therapists an opportunity to achieve a level of academic accomplishment that will allow them to address complex issues of professional practice through: (1) improving their clinical and basic science knowledge; (2) acquiring in-depth theoretical knowledge in an area of specialization; and (3) developing clinical research competence. As the program objectives are being met, a flexible curriculum enables learners to pursue individual interests and goals and to acquire the background necessary for doctoral program entry in physical therapy, occupational therapy, or related disciplines. The master’s program is organized into two areas of disciplinary specialization: musculoskeletal rehabilitation and neurological rehabilitation. Within these areas of specialization, the student may choose orthopedics, sports physical therapy, geriatrics, or pediatrics as an area of emphasis.

Areas of Research: The post-professional Master of Science degree program in Rehabilitation Sciences is designed for physical therapists, occupational therapists and others in closely related disciplines. The program is designed to permit students to build upon their professional disciplines and to follow individualized plans of study according to their future goals and past experiences. The program provides opportunities for students to develop as clinical specialists, clinical researchers, and/or faculty members. With an interdisciplinary approach to the core and cognate areas of the curriculum, the program allows students to supplement advanced information offered in the chosen areas of specialization with knowledge gained in graduate courses taught by faculty throughout the university. The program offers specialization in orthopedics, pediatrics, and sports medicine.

ADMISSION

Students pursuing a degree in public health come with diverse backgrounds including natural or health sciences, business and social sciences. Requirements for admission include:

- a bachelor’s or higher degree from an accredited college or university;
- a grade point average of 3.0 in the last 60 hours of coursework;
- three references supporting scholastic and leadership abilities; and
- a career goal statement.

The GRE is required of all Ph.D. and Dr.P.H. applicants. Applicants to the MS degree programs in environmental management, industrial hygiene, and the dual environmental management/industrial hygiene program are required to submit GRE scores. MHA applicants with a grade point average below 3.5 must submit either a GRE or GMAT score.

Academic Departments

BIOSTATISTICS AND EPIDEMIOLOGY

Degrees offered: Master of Science, Master of Public Health, Doctor of Philosophy, Doctor of Public Health. In addition, a Bachelor of Science/Master of Science degree (BS/MS) is offered for undergraduate students who wish to earn both a bachelor’s degree in mathematics and a master’s degree in biostatistics within four to five years.

Areas of Research:
- Tobacco use prevention; cancer epidemiology;
- cardiovascular disease epidemiology; clinical trials; maternal and child health; outcomes research/decision making; infectious disease epidemiology; neurological diseases in children; diabetes; bioinformatics; evaluation of statistical techniques.

HEALTH ADMINISTRATION AND POLICY

Degrees Offered: Master of Health Administration, Master of Public Health, Doctor of Public Health. The Master of Health Administration program is accredited by the Accrediting Commission on Education for Health Services Administration (ACEHSA).

Areas of Research:
- Health management; quality; economics; health law; public policy; public health; health care systems.

HEALTH PROMOTION SCIENCES


Areas of Research:
- Health promotion: school, worksite, community; psychosocial stress/mental health; American Indian health issues; minority health/health disparities; program evaluation; gerontology; physical activity, nutrition, obesity; adolescent health.

OCCUPATIONAL AND ENVIRONMENTAL HEALTH


Areas of Research:
- Biomedical waste management; health effects of occupational exposure; aerosol science; occupational epidemiology; air pollution; food borne disease prevention.
Honors College

Table of Contents
Administrative Officers ............315
General Information .............315
Admission ........................315
Honors Curriculum ................316
Special Programs ..................316
National Fellowships and
Scholarships .......................316
Honors College Leadership
Center ..............................316
OU Scholars Program .............316
Freshman Scholarship Program...316
Special Scholar Privileges and
Programs ............................317
Retention Scholarships .............317

Administrative Officers
Robert Con Davis-Undiano, Ph.D., Dean and Neustadt Professor of Comparative Literature
Carolyn S. Morgan, Ph.D., Associate Dean and Associate Professor of Sociology, Women’s Studies, and Human Relations
Christopher Howard, Ph.D., Director of Leadership Center
Melanie L. Wright, Ph.D., Director of Honors Curriculum
Jeffrey A. Bloomgarden, M.S., Director of OU Scholars Program
Christina M. Norman, M.H.R., Assistant Director
Laura Cullen, M.Ed., Senior Academic Counselor
Jennifer Arndt, M.Ed., Academic Counselor

Faculty Roster
Professors Davis-Undiano, Gillon; Associate Professors Alpers, Ehrhardt, Hamerla, Howard, Lewis, Morgan, Tracy; Assistant Professors Minks, Park, Trujillo.

General Information

The Honors College Curriculum at the University of Oklahoma provides academically talented students with the opportunity to develop their intellectual potential to the fullest. The Honors College has its own faculty but also draws from the best research and teaching faculty from all undergraduate colleges of the university to offer an enhanced curriculum at both the lower and upper divisions. Students can enroll in the small sections (generally 19 or fewer) of honors-designated general education courses, interdisciplinary Honors classes developed by the Honors faculty, team-taught colloquia, the Oxford University summer program, and independent study and research with faculty in the student’s major discipline. The Honors College also encourages active participation in OU’s Education Abroad program, the Oklahoma Scholar-Leadership Enrichment Program seminars taught by nationally recognized scholars, and the Feaver-MacMinn Seminar.

The Honors College does not confer a degree. It confers the cum laude designation upon graduation. Students in the Honors College can major in any of the academic disciplines offering undergraduate bachelor’s degrees at the University of Oklahoma. Those who complete the Honors College curricular requirements and achieve a final cumulative grade point average of 3.40 or higher will earn a degree designation of either cum laude, magna cum laude, or summa cum laude. This is the most prestigious undergraduate degree designation attainable at the University and is indicated on both the final transcript and the diploma.

The Honors College also administers a talent-based academic scholarship program for direct-from-high school freshmen, the OU Scholars Program. Qualified applicants are awarded one of five levels of scholarships: Regents Scholar, Award of Excellence, Honor Scholar, Valedictorian Scholar, and University Scholar.

Admission

Freshmen entering the University of Oklahoma are eligible to apply to the Honors College Curriculum if students:

a. have an ACT of 29 or higher, or they have an SAT total of 1,280 or higher; and,

b. rank in the top 10 percent of graduates in their high school class, or have a high school grade point of at least 3.75.

Transfer students who come to the University of Oklahoma with 15 or more college credit hours and a transfer grade point average of 3.40 or higher are eligible to apply. OU students who have earned 15 or more hours of OU credit and maintained a cumulative GPA of 3.40 or higher are eligible to apply.

Final admission into the Honors College is determined by evaluation of the Honors College application form, which includes a written essay of 400-500 words.

Continued good standing in the Honors College requires an OU retention/combined retention grade point average of 3.40 and progress towards completion of the curricular requirements of the Honors College.
Honors Curriculum

Honors courses are intended to be included in the hours earned toward completion of the student’s undergraduate degree. To graduate cum laude, students must complete at least 20 hours of Honors credit (which includes HON 2973), take an Honors colloquium in their junior or senior year, and complete a Senior project (Honors Thesis) by working closely with a faculty mentor in their major field. Many honors students publish their thesis or present their work at professional conventions.

Special Programs

LEADERSHIP CENTER

The Honors College Leadership Center offers courses and symposia and will annually sponsor a leadership conference. It is the campus center for the study of leadership principles and practice and will be an OU clearinghouse for many internships, externships, and other service learning opportunities.

HONORS AT OXFORD

Honors students have the opportunity to spend a summer studying at one of the world’s premier universities. Students begin their studies in Norman and then travel to England, completing the class at Brasenose College, Oxford University. Unlike most American programs at Oxford, our students work in tutorials with distinguished Oxford professors, the traditional teaching format at Oxford and Cambridge for centuries.

UNDERGRADUATE RESEARCH OPPORTUNITIES PROGRAM

Each semester the Honors College awards more than $12,000 to undergraduate students and their faculty mentors (up to $500 to each student) for research and creative activity. Award recipients and other student scholars present their research at Undergraduate Research Day, an annual conference hosted by the Honors College.

INTEGRATED LIVING-LEARNING ENVIRONMENT

David L. Boren House is a housing option for Honors students. The academic offices for the Honors College and the OU Scholars Program are housed in this residence hall. Faculty offices, seminar rooms, study areas, a computer lab, TV rooms, and a courtyard are also a part of the facility. Non-Honors students can contract to live in this residence hall.

HONORS STUDENT ASSOCIATION

All Honors students are members of the Honors Student Association (HSA). The HSA is an advisory group to the Honors College and is an official student organization at OU. As such, it receives funds from the University of Oklahoma Student Association to sponsor projects of interest to honors students and to the University community at large.

National Fellowships and Scholarships

The Honors College works with Honors students to prepare them for such prestigious competitions as the Marshall Scholarship, the Goldwater Scholarship, the Mellon Fellowship, the Rhodes Scholarship, the Truman Scholarship, the national-level Washington Center Internship Program, and other national competitions. Information and applications for these scholarships and internships are kept in the Honors College Office.

Honors College Leadership Center

The mission of the Honors College Leadership Center is to accelerate its students’ leadership odyssey as they pursue purposeful lives marked by good-citizenship, self-awareness, critical inquiry, personal reflection and intellectual curiosity. The Center serves as a forum for both discussion and exploration of significant leadership issues contemporary and classic. Its courses, lectures, seminars, internships, fellowships and research projects emphasize the relationship between self and group and between theory and practice, providing students with the intellectual and practical tools necessary to lead in an active way regardless of the path they choose.

OU Scholars Program

Jeffrey A. Bloomgarden, M.S., Director of OU Scholars Program

Christina M. Norman, M.H.R., Assistant Director

Carol Carr, M.Ed., Senior Academic Counselor

Laura Cullen, M.Ed., Senior Academic Counselor

Jenifer Arndt, M.Ed., Academic Counselor

Freshman Scholarship Program

The OU Scholars Program is the largest source of talent-based academic scholarships for direct-from-high school freshmen entering the University of Oklahoma. Qualified applicants are awarded one of five levels of tuition waiver scholarships: Regents Scholar (four-year renewable), Award of Excellence (four-year renewable), Honor Scholar (four-year renewable), Valedictorian/Salutatorian Scholar (four-year renewable) and University Scholar (one-year non-renewable). Selection criteria for Award of Excellence, Honor and University Scholars Awards include high school performance (as measured by GPA or class rank) and academic potential (as measured by ACT or SAT scores). Students who receive the Regents Scholar Award must be recipients of the Oklahoma Academic Scholars (OAS) Award from the Oklahoma State Regents for Higher Education. Recipients of the Valedictorian/Salutatorian Scholarship must be ranked number one in their class; other criteria include applicant’s ACT or SAT scores.

In order to apply for any of the scholarships, students should complete the Freshman Scholarship Application and submit it by February 1st. The OU Scholars Selection Committee begins making awards in early November so that students and their families are informed of their awards in a timely fashion.

Recipients of the Award of Excellence, Honor Scholar and Valedictorian awards must earn 28 hours for each academic year. Students who receive the Regents Scholar and University Scholar awards must maintain full-time enrollment status (12 credit hours) each semester. Scholars receiving the five-year renewable Regents Scholarship, or one of the four-year renewable scholarships (Award of Excellence, Honor Scholar or Valedictorian Scholar) must maintain a combined retention GPA of at least 2.80 for continuation of the scholarship each year. The GPA is verified by the OU Scholars Program at the end of the spring semester following the freshman year and every semester thereafter. Students who fall below the 2.80 GPA are placed...
on probation without funding. They have one full academic year from the time they are placed on probation to raise their combined retention GPA to 2.80. Students who are still below a 2.80 GPA by the end of the probation year lose their scholarships.

SCHOLARS ADVISING PROGRAM
OU Scholars receive specialized advising through the OU Scholars Program during summer pre-enrollment and throughout their freshman year. In addition, the Program provides these services to incoming National Merit, National Award, and ConocoPhillips Scholars during their freshman year. Scholars who have declared an Allied Health pre-professional major will be advised in the OU Scholars Program until they transfer to The Health Sciences Center or change their major. The academic advisers focus on the concerns and issues of academically talented students. Scholars meet with the academic advisers to plan their coursework and obtain information about scholarships, degree requirements, registration procedures, and University policies. In addition, Scholars may discuss career options, study skills, time management strategies and personal issues with their adviser.

SCHOLARS SUMMER ENROLLMENT PROGRAM
Each summer the OU Scholars Program conducts a Scholars Summer Enrollment Program at David L. Boren Hall during May and June for first-year OU Scholars, National Merit, National Award and ConocoPhillips Scholars. Phillips Scholars enroll on a special Phillips Scholar day in late May. Scholars are assessed, advised, scheduled and enrolled for the fall semester. The program is informal, highly interactive and serves to introduce Scholars and their parents to the University community. The OU Scholars Program also has a program to advise and enroll first year Scholars during July.

SCHOLARS ORIENTATION
All OU Scholars participate in a workshop held on the weekend prior to the start of classes in August. The workshop is designed to assist students in making a successful transition from high school to college. Students learn techniques and strategies for managing time and stress, dealing with problems and taking advantage of the cultural activities and student services on campus. The workshop is interactive and participatory, including lectures, discussions and exercises.

Scholar Privileges and Programs

EARLY ENROLLMENT PRIVILEGES
OU Scholars are allowed to enroll early during the pre-enrollment periods for the spring semester of their freshman year and the fall semester of their sophomore year. National, ConocoPhillips, and Regents Scholars may enroll early each of their undergraduate semesters.

FREE OU DEPARTMENTAL ADVANCED STANDING EXAMS
The OU Departmental Advanced Standing Exams are offered by various departments at OU to allow a student to earn advanced standing course credit. Fees for the OU departmental advanced standing exams are waived for OU, National Merit, National Award and ConocoPhillips Scholars. Note that these advanced standing exams are not the same as CLEP exams. Scholars must pay to take CLEP exams.

Retention Scholarships
Recipients of the University Scholar award and other sophomores who did not receive university-wide four-year scholarships may be eligible to apply for the Alumni, Dr. James L. Nicholson, and the R. Boyd Gunning retention scholarships. These awards are cash scholarships renewable for up to three years. They are awarded to students following the completion of their freshman year at OU. Students who have earned a 3.70 cumulative GPA or above at the end of their Freshman year will be considered for these scholarships. Ten applicants are chosen each summer to receive the R. Boyd Gunning scholarship, 30-50 students are awarded the Alumni scholarship, and 40 students are awarded the Dr. James L. Nicholson scholarship. Additional information and application forms for these scholarships are available in the OU Scholars Program office March 1. Applications must be received by May 1.
Table of Contents
Administrative Officers ................................................................. 318
General Information ................................................................... 318
School of International and Area Studies ...................................... 318
Center for Peace Studies ................................................................. 319
Education Abroad and International Student Services .................. 319
  Education Abroad................................................................. 319
  Reciprocal Exchanges............................................................ 319
  Summer Programs ............................................................... 321
  International Student Services ............................................... 322

Administrative Officers
Zach P. Messitte, Ph.D., Vice Provost for International Programs and William J. Crowe Chair Professor of Geopolitics
Ambassador Edwin G. Corr, Senior Research Fellow
Christopher B. Howard, Ph.D., Associate Director of the International Programs Center and the Max and Heidi Berry International Programs Chair
Joseph Ginat, Ph.D., Co-Director of the Center for Peace Studies
Joshua M. Landis, Ph.D., Co-Director of the Center for Peace Studies and Assistant Professor, School of International and Area Studies
Robert H. Cox, Ph.D., Associate Professor and Director, School of International and Area Studies
Millie C. Audas, Ph.D., Associate Director of the International Programs Center and Director of Education Abroad and International Student Services

General Information

The International Programs Center (IPC) was created by President David L. Boren in August 1996 with the mission of coordinating and promoting the University’s international activities and programs; enhancing the international content of the curriculum and degree programs; increasing the University’s outreach on international matters in state, national and international arenas; and providing this region of our nation with a greater voice in our country’s international relations. The International Programs Center serves as the supervising and coordinating element for the office of Education Abroad and International Student Services, the Center for Peace Studies, and in conjunction with the College of Arts and Sciences, the School of International and Area Studies.

A forum for coordinating research, seminars, conferences and publications on international and foreign policy issues, the center hosts international speakers. Another important goal of the IPC is to enhance the University’s outreach to business, civic and educational leaders in Oklahoma and the region. These outreach efforts benefit state economic growth and community relations by increasing awareness of international matters and providing intellectual support for international business initiatives and related activities.

The IPC has ties with foreign policy and international relations institutions, such as The Asia Society, The Council on Foreign Relations, the Institute for International Public Policy, the Institute of International Education, Partners of the Americas, and the World Affairs Council.

The School of International and Area Studies (SIAS) works with colleges and departments across the University to enhance international studies and to develop interdisciplinary curricula. At the center of the School’s academic programs are the B.A. in International and Area Studies and the M.A. in International Studies. Both are interdisciplinary degree programs that prepare students for careers in the fields of international affairs, international business, and international non-profit services. The School is operated jointly by the International Programs Center and the College of Arts and Sciences. SIAS faculty are jointly appointed in the School and another academic department. For more information about the School’s faculty and degree programs, please refer to the complete descriptions in the College of Arts and Sciences chapter of this catalog.
Center for Peace Studies

Christopher B. Howard, Ph.D., Chair
Joseph Giat, Ph.D., Co-Director
Joshua M. Landis, Ph.D., Co-Director

400 Whitehand Hall
Norman, OK 73019-5144
Phone: (405) 325-1396
FAX: (405) 325-7454
Internet: http://www.ou.edu/ipc/cps/cpsindex.html

The purpose of the Center for Peace Studies is to emphasize the role a public university can make to enhance the peace building process among nations of the world. A public university is most likely to be perceived as a respected and neutral third party by the disputants in a conflict. As a third party, a public university can bring the parties together and introduce questions and ideas that serve to get all sides of the conflict talking about a common issue in an effort to convert the conflict into a shared problem in which all parties can participate equally in finding solutions acceptable to everyone - solutions that are self-sustaining.

Education Abroad and International Student Services

Millie C. Audas, Ph.D., Director

211 Old Science Hall
Norman, OK 73019
Phone: (405) 325-1607
FAX: (405) 325-7387
Internet: http://www.ou.edu/intprog/

Education Abroad and International Student Services (EA & ISS) have continued to work in cooperation with all the colleges in an effort to effectively internationalize the academic experience of our students. We give attention to maintain and improve specially designed programs to integrate our international students and scholars into the life of the University, City of Norman and the State of Oklahoma. OU is first among the Big 12 with the largest number of reciprocal agreements of exchange. OU sends approximately 750 exchange students abroad per year and welcomes a similar number from our 171 partner institutions in 60 nations. OU has 1,500 international students currently enrolled in our various colleges and at the Center for English as a Second Language (CESL). They come from 100 countries of our globe making OU among the 100 universities in the US with more than 1,000 foreign students.

Education Abroad

Education Abroad develops programs aimed at increasing cross-cultural awareness and emphasizing international education. The office maintains linkages with professional organizations at the state, national and international levels. This unit works in close liaison with college deans and assists faculty in seeking external funding for international projects and collaborative research. EA has a library and resource center with information on foreign nations, universities, foundations and agencies. The principal functions of the Education Abroad office include the following:

- OU’s ambassador to constituencies in foreign nations,
- Faculty and student exchanges with sister institutions worldwide,
- Coordination of study abroad programs with other U.S. universities,
- Recruitment of international students,
- Coordinating international scholar and speakers,
- Assisting international visitors,
- Coordination of programs for internationally sponsored faculty and students,
- Attending international conferences,
- Providing information on international education,
- Support for scholarship/grant/proposal applications,
- Orientation, counseling and development of intercultural programs for exchange faculty and students and culture-specific orientations for faculty, staff and students going abroad, and
- Services and programs for all exchange students and faculty.

Opportunities available to OU undergraduate and graduate students for study abroad include:

Reciprocal Exchanges

Students at OU can choose to study at any one of 171 different international universities with which OU has reciprocal exchange agreements. A student participating in one of these exchanges enrolls in a block of course work under an Education Abroad course number and pays OU tuition and fees. Students are responsible for transportation costs and living expenses while abroad. In the majority of cases, students live in university-sponsored housing, and living expenses are comparable to those at OU. Financial aid may be applied to cover the costs of studying abroad, and all credits earned on OU programs are applied to the student’s degree program. Opportunities include a semester or year in the following countries and universities:

ALGERIA
The Algerian Institute of Petroleum (Boumerdes)*

ARGENTINA
Universidad de Buenos Aires

AUSTRALIA
Monash University (Melbourne)

AUSTRIA
Karl-Franzens-Universität (Graz)

BOLIVIA
Universidad Católica Boliviana (La Paz, Cochabamba & Santa Cruz)
Universidad Privada Boliviana (Cochabamba & La Paz)
Universidad Privada de Santa Cruz

BRAZIL
Pontífica Universidade Católica Do Rio De Janeiro
Universidade Federal Do Rio De Janeiro
Universidade Federal Fluminense (Rio De Janeiro)
Universidade Para O Desenvolvimento Do Estado E Da Região Do Pantanal
Universidade Santa Úrsula (Rio De Janeiro)

CANADA
University of Calgary

CHILE
Universidad de Santiago
Universidad de Tarapacá (Arica)
Universidad de Viña Del Mar

COLOMBIA
La Universidad Nacional de Colombia (Bogotá and Medellín)
Universidad de America (Bogotá)
Universidad de Los Andes (Bogotá)
Universidad El Bosque (Bogotá)
Universidad Industrial de Santander (Bucaramanga)
Universidad Surcolombiana (Neiva)

COSTA RICA
Universidad de Costa Rica (San José)

CROATIA
University of Zagreb

CZECH REPUBLIC
Masaryk University Brno

ECUADOR
Universidad San Francisco De Quito

* http://www.ou.edu/intprog/
ENGLAND
Middlesex University (London)
The University of Reading
The University of Sheffield
University of Central England in Birmingham
University of Gloucestershire*
University of Hertfordshire

ETHIOPIA
Mekelle University

FRANCE
Clermont-Ferrand School of Fine Arts*
Institut Français Du Pétrole (Rueil-Malmaison)*
Université D’Auvergne (Clermont-Ferrand I)
Université Blaise Pascal (Clermont-Ferrand II)
Université de Burgundy De Dijon*
Université de Lille, (IAE)
Université de Limoges
The Université de Nice - Sophia Antipolis
Université de Rennes 2 Haute Bretagne
Université des Sciences et Technologies De Lille
Université Joseph Fourier (Grenoble)

GERMANY
Bucerius Law School Hamburg*
Fachhochschule Augsburg
Fachhochschule Bingen
Ruprecht-Karls-Universität Heidelberg
Technische Universität Berlin
Technische Universität Braunschweig
Technische Universität Chemnitz
Universität Hamburg (Meteorological Institute)
Universität Faderborn
Universität Stuttgart

GHANA
University of Cape Coast

GUATEMALA
Universidad De San Carlos De Guatemala

INDIA
Indian Institute of Technology (Madras)

ISRAEL
Netanya Academic College
Technion University, Haifa
Tel Aviv University

ITALY
Instituto Comitato Linguistico (Perugia)
Università Degli Studi D’Insubria (Varese)
Università Degli Firenze (Florence)
Università Degli Roma “Tor Vergata” (Rome)
Università Degli Bologna
Università Degli Parma
Università Degli Studi Di Siena

JAPAN
Asia Pacific University (Beppu)
Ritsumeikan University (Kyoto)
The University of Electro-Communications (Tokyo)
University of Yamaguchi

JORDAN
Philadelphia University (Amman)
The Hashemite University (Zarqa)
University of Princess Sumaya (Al-Jubaiha)

KOREA
Kyungpook National University
Seoul National University
Soongsil University (Seoul)
Sunchon National University (Chonnam)
Sungkyunkwan University (Seoul)

KUWAIT
Kuwait Management University (Salmiya)

LEBANON
The American University of Technology (Halat)

MEXICO
Instituto Tecnológico Y de Estudios Superiores de Monterrey
Universidad Autónoma de Guadalajara
Universidad Autónoma del Estado de Morelos, Cuernavaca
Universidad de Colima
Universidad de Las Americas (Puebla)
Universidad Nacional Autónoma de Mexico
Universidad Popular Autónoma del Estado de Puebla

NETHERLANDS
Noordelijke Hogeschool Leeuwarden

NEW ZEALAND
Victoria University (Wellington)

PEOPLE’S REPUBLIC OF CHINA
Beijing Normal University
Chengdu Institute of Technology
Fudan University (Shanghai)
Lanzhou University
Peking University
Shandong University
Shanghai School of Drama
Shanghai Theatre Academy
Tianjin University
Xi’an International Studies University
Xu Beihong School of Arts at the Renmin University of China (Beijing)
Yunnan Normal University

PERU
Pontificia Universidad Católica Del Peru

 REPUBLIC OF CHINA (TAIWAN)
National Cheng Kung University (Tainan)
National Taiwan University (Taipei)

ROMANIA
University of Bucharest

RUSSIA
Nevsky Institute of Language and Culture
Saint Petersburg State University

SCOTLAND
The University of Aberdeen
The University of Dundee
University of Glasgow

SOUTH AFRICA
University of Pretoria
University of the Western Cape

SPAIN
Universidad de Alcalá de Henares
Universidad de Santiago de Compostela
Universidad Politécnica de Valencia
Universitat Jaume I (Castellón)
Universitat de Valencia

SWEDEN
Jönköping International Business School
Linköping University
The University of Lund
The University of Stockholm

SYRIA
Aleppo University

THAILAND
Chulalongkorn University – Bangkok*

TURKEY
Bogazici University (Istanbul)
Fatih University (Istanbul)
Istanbul Technology University
Middle East Technical University (Ankara)

**UNITED STATES**
University Del Sagrado Corazón (San Juan, Puerto Rico)

**VENEZUELA**
Universidad Simón Bolívar (Caracas)

**VIETNAM**
Hanoi University of Mining and Geology
Vietnam National University (Hô Chí Minh City)
* Denotes college/departmental agreement only
** Denotes student exchange only

**MID-AMERICA UNIVERSITIES INTERNATIONAL (MAUI): BIG 12 INTERNATIONAL COUNCIL AND UTRECHT NETWORK EXCHANGE PROGRAM**
Aarhus Universitet—Aarhus, Denmark
Universitaires Instelling Antwerpen—Antwerp, Belgium
Universität Basel—Basel, Switzerland
University of Bergen—Bergen, Norway
Ruhruniversität Bochum—Bochum, Germany
Università Degli Studi Di Bologna—Bologna, Italy
Academia Di Belle Arti Di Bologna—Bologna, Italy
Universidade De Coimbra—Coimbra, Portugal
University College Cork—Cork, Ireland
Karl-Franzens-Universität Graz—Graz, Austria
University of Iceland—Reykjavik, Iceland
Universität Leipzig—Leipzig, Germany
Université Des Sciences et Technologique De Lille—Lille, France
Universzsa V Ljubljana—Ljubljana, Slovenia
Lund University—Lund, Sweden
University Complutense De Madrid—Madrid, Spain
University of Malta—Mdina, Malta
Masarykova Univerzita—Brno, Czech Republic
Université Louis Pasteur (Strasbourg II)—Strasbourg, France
Université Des Sciences Humaines (Strasbourg II)—Strasbourg, France
Université Robert Schuman (Strasbourg III)—Strasbourg, France
Utrecht University—Utrecht, Netherlands
Utrecht School of the Arts—Utrecht, Netherlands

**Medical Exchange Agreements**

**CAMEROON**
The University of Yaoundé I Faculty of Medicine

**COLOMBIA**
Universidad De Cartagena School of Medicine

**FRANCE**
University of Auvergne Faculty of Medicine (Clermont-Ferrand)
Université Joseph Fourier Faculty of Medicine (Grenoble)

**GUATEMALA**
Universidad De San Carlos De Guatemala School of Medicine

**INDIA**
Christian Medical College and Hospital (Vellore)
Waness Hospital at Miraj Medical Center

**JAPAN**
Kyoto Prefectural University of Medicine (Kyoto)
Yamaguchi University School of Medicine

**KENYA**
University of Nairobi College of Health Sciences

**MALAWI**
University of Malawi College of Medicine (Blantyre)

**NEPAL**
Tribhuvan University Medical School and Teaching Hospital (Kathmandu)

**SOUTH AFRICA**
University of Pretoria School of Medicine

**THAILAND**
Chulalongkorn University School of Medicine (Bangkok)

**ZIMBABWE**
University of Zimbabwe School of Medicine (Harare)

**Summer Programs**
OU has a variety of summer options, many of which change from year to year. Anyone interested in summer programs needs to contact the Office of Education Abroad for details.

**Journey to China**
This program consists of four weeks of study in Kunming, Shanghai, Xi’an, and Beijing focusing on Chinese language, civilization, contemporary economics and politics. All instruction is given in English and students will receive four hours of transfer credit. Apply through the Education Abroad Office.

**Summer in Braunschweig, Germany**
Students take six weeks of German language studies at the Technical University of Braunschweig. One year of college-level German or the equivalent required. Apply through the Education Abroad Office.

**Summer in London**
This is a six-week program to Middlesex University offering 3-6 credits. Students choose from more than 100 classes in a variety of disciplines.

**Summer in Guadalajara, Mexico**
This six-credit program offers four weeks of study in Spanish language and Mexican culture at the Universidad Autónoma de Guadalajara. Apply through the Education Abroad Office.

**Summer in The Netherlands**
Three- to five-week program at Utrecht Universiteit in The Netherlands, focusing on Dutch and European culture. Education Abroad refers students to this partner university for the program.

**Summer in Spain**
One or two-month program in Alcalá de Henares. Spanish language, literature, business, international relations and culture courses available. Apply through the Education Abroad Office.

**Summer in Italy**
Two weeks Intensive Italian at the Comitato Linguistico di Perugia. A three-hour online course taught by Classics is a required component. Apply through the Education Abroad Office.

**Summer Program in Ireland**
Three-week program at the University of Cork focusing on Irish identity in History, Literature, and Art. Apply through the Education Abroad Office.

**Intensive Chinese Language Summer Program**
Six-week program at Yunnan Normal University in Kunming for 6 credits. One year of Chinese required. Apply through the Education Abroad Office.

**Summer in Germany**
One month at Stuttgart University. Intensive German and content-based courses offered. Apply through the Education Abroad Office.

**Chile, Universidad de Viña del Mar**
One-month program with courses offered in Spanish Language and Chilean culture, literature, and politics. Apply through the Education Abroad Office.

**Summer in Chile**
Six-week program in Arica, Chile. Courses offered on Spanish and Chilean culture. Apply through the Education Abroad Office.

**Summer in Brazil**
One-month program in Rio de Janeiro at Pontificia Univesidade Católica, offering courses in intensive Portuguese. Apply through the Education Abroad Office.
Summer in France
One-month program to Vichy France, offering intensive French language courses. Apply through the Education Abroad Office.

APPLICATION DEADLINES
Application deadlines for study abroad programs in early March for summer and fall programs, and in early October for spring programs. Please contact the Education Abroad Office at (405) 325-1693 for more specific application deadlines.

International Student Services (ISS)
International Student Services (ISS) at OU began providing services to international students over 50 years ago. We assist more than 1,400 international students from over 100 countries.

The most recent available numbers for international students at the OU are for the 2005-2006 academic year.
- F-1 and J-1 students
  - Fall 2005:
  - Spring 2006:
  - J-1 exchange students (AY 2005-2006):

The ISS office provides expert advice, services, programs, information and support designed to ensure that the experience of every international student, scholar and their dependents productive and enriching over the entire course of their stay at the OU. We work with international students and scholars, students, faculty and staff, community members, US federal officials, and a variety of agencies to achieve this goal.

The ISS office is a key university resource for immigration regulations, particularly the benefits and restrictions of study-based visas. We advise international students, scholars and campus departments on US immigration law, recommend, and in certain cases approve, immigration benefits, assist students filing applications with the USCIS (United States Citizenship and Immigration Service, formerly the INS), and file notifications as required by the federal government. We also advise students on cultural adjustment, academic concerns and financial resources.

The ISS office is the first point of contact for incoming international students and scholars. We assist newly arriving international students and scholars with transportation from the Oklahoma City airport, and provide initial information for settling into Norman, such as housing, social security numbers, health insurance, academic advising and email accounts. During the fall and spring semesters, we organize an extensive New International Student Orientation program that is mandatory for all incoming international students which covers more than 15 in-depth topics.

The ISS office develops programs that offer every international students and their families the opportunity to meet in a social setting. We support international students on cultural adjustment, academic concerns and financial resources.

International students must maintain their visa status in order to pursue and complete their academic programs in the US. The lawful maintenance of the nonimmigrant student visa status underlies all student activity in the US. It is the student’s responsibility to maintain lawful visa status by, for example, completing the minimum required number of credit hours per semester and refraining from unauthorized employment.

OU hosts two principal student visa programs: F1 and J1. F-1 and J-1 visas are issued by US consulates and embassies to qualifying students pursuing a course of study. F-1 visas are issued to students whose primary source of funding is personal or family funds. At OU, these are often long-term, degree seeking students. J-1 visas are issued to students whose primary source of funding is a third party, such as a university, a corporation, non-profit, or government.

Due the evolution of international student programs at OU, the F-1 and J-1 programs are handled separately. F-1 students at Norman and Tulsa campuses are supported by OU ISS on the Norman campus. F-1 students at the OUHSC are supported by the OUHSC. The OUHSC is a separate campus for F-1 immigration purposes. All OU J-1 students are supported by OU ISS on the Norman campus. Tulsa, OUHSC, and Norman are all the same university, a corporation, non-profit, or government.

Scholarships
Education Abroad and International Student Services (EA & ISS) has limited financial assistance for international students in the form of scholarships. EA & ISS offers 10 scholarships exclusively for international students. Scholarship forms are available in the Administration office of EA & ISS or you may download the appropriate application form in the spring semester.

Cleo Cross Scholarship — Ten to fifteen need-based scholarships are available for students who have attended OU all of the previous year as full-time students and are currently enrolled full time. Download application form at www.ou.edu/intprog.

Greenberg Scholarship — Thanks to Scandinavia, Inc. of New York in conjunction with Allen Greenberg offer scholarships to Scandinavian students from Denmark, Finland, Norway and Sweden. Download application form at www.ou.edu/intprog.
International Advisory Committee (IAC) International Student
Emergency Relief Scholarship — One to two need-based scholarships are
offered each year. Applicants must have documented financial need arising
as a result of unforeseen circumstances. Applicants must be graduating
within three semesters. Download application form at
www.ou.edu/intprog.

International Leadership Class (ILC) — Ten or more merit-based
scholarships offered through the Center for Student Life for academically
outstanding international students who show potential for leadership
growth. ILC members must maintain full-time status and are required to
attend class functions throughout the year. Students will receive a partial
out-of-state fee waiver for two semesters. Download application form at
www.ou.edu/intprog.

Paul and Rose Sharp Scholarship — A scholarship established by former
OU President and his wife, Dr. and Mrs. Sharp, to recognize an
outstanding international student based on academic excellence and
service. This scholarship is given to one student each spring who has
demonstrated outstanding service to the university community and
academic achievement. Download application form at
www.ou.edu/intprog.

Ronnie Irani International Student Leadership Scholarship — This
scholarship is awarded to graduate and undergraduate international students
who have demonstrated leadership in various areas. Download application
form at www.ou.edu/intprog.

Sue Williams Service Award and Scholarship — This merit-based
scholarship is given to the student who demonstrates service to the
community and more specifically to international student concerns.
Download application form at www.ou.edu/intprog.

Edwin Amaya Scholarship — This is a scholarship to recognize
international students with financial need who have made outstanding
contributions to the international community. Download application form
at www.ou.edu/intprog.

Benham Companies Scholarship — This is a scholarship to recognize
international students with financial need who have made outstanding
contributions to the international community. Download application form
at www.ou.edu/intprog.

Yoshi & Koko Sasaki Scholarship — A scholarship established by Dr. and
Mrs. Sasaki to recognize outstanding Japanese students based on academic
excellence. This scholarship is given to two students (one male and one
female) each spring who have demonstrated outstanding academic
achievement. Download application form at www.ou.edu/intprog.

For other general scholarships, students should contact Financial Aid
Services (www.financialaid.ou.edu).

Programs
Several organizations have been specifically established to enrich the lives
of international and U.S. faculty, staff, and students.

International Advisory Committee is made up of the presidents of all
recognized international student organizations and works in cooperation
with International Student Services in the planning and implementation of
all cultural and social programs that affect the University’s international
students. The group meets monthly, and attendance by any student at
these meetings is encouraged. The committee elects its executive officers
every April. There are numerous national and cultural associations which
assist International Student Services in helping new students and in
promoting cultural exchange between the campus and the Norman
community. These groups represent almost every area of the world.

International Leadership Class consists of approximately 30 leaders from
within OU’s international student body. The class combines leaders from
throughout the international community. Information concerning this class
may be obtained from the Center for Student Life.
Gaylord College of Journalism and Mass Communication

3000 Gaylord Hall
Norman, OK 73019-2051

Student Services Center: (405) 325-5684

Internet: http://jmc.ou.edu; The WIRE: http://wire.ou.edu

Table of Contents

Administrative Officers ..................................... 324
Faculty Roster................................................... 324
Degrees Offered............................................... 324
Distinction and Special Distinction Degrees ........ 324

General Information ............................................ 324
History and Purpose....................................... 324
Programs for Academic Excellence .......................... 325

Undergraduate Study ........................................ 326
Admission ...................................................... 326
Undergraduate Degree Requirements .................... 327
Graduation Rules and Regulations .......................... 328
Independent Projects ......................................... 329
Interdisciplinary Program in Film and Video Studies 329

Graduate Study ............................................... 329
Admission Requirements .................................... 329
Master of Arts Degree ....................................... 329
Master of Professional Writing Degree.................... 330
Doctoral Degree ............................................... 330

Administrative Officers
Joe Foote, Ph.D., Dean and Gaylord Chair
Meta Carstarphen, Ph.D., Associate Dean and Gaylord Professor
David Craig, Ph.D., Director, Graduate Studies
John Hockett, Assistant Dean

Faculty Roster
Professors: Avery, Beard, Chester, Davis, Foote, Self; Associate Professors: Gaylord Professor Carstarphen, Craig, Gaylord Professor Gade, Hodgson, Morton; Assistant Professors: Balas, Beliveau, Greenwood, Jenson-White, Kerr, McMillen, Tindall, Tsutsura, Veil, Yoon; McMahon Centennial Professor: Rosengard; Gaylord Chairs: Foote, Franklin, Gross, Loessberg, Self; Visiting Professors: Chavez, Fischer, Tarpenning.

Degrees Offered
• Bachelor of Arts in Journalism
• Master of Arts
• Master of Professional Writing
• Doctor of Philosophy

DISTINCTION AND SPECIAL DISTINCTION DEGREES

Undergraduate students who complete a Bachelor of Arts in Journalism may be graduated with Distinction if they have completed a minimum of 60 hours at the University of Oklahoma and achieve the required grade point averages. The degree with Distinction will be conferred on students who achieve at least a 3.60 grade point average overall and on the required OU resident work. The degree with Special Distinction requires a minimum 3.80 grade point average overall and on the required OU resident work. The final semester’s grades will be included in the grade point average that determines the Distinction or Special Distinction degree.

General Information

History and Purpose
A School of Journalism was first established at the University of Oklahoma in 1913. During the early years, the thrust of the program was to prepare young people for reporting and editing careers in newspapers and magazines. By 1921, the curriculum had expanded to include courses in advertising and newspaper management that were at the forefront of journalism education in the country. The course offerings of the school continued to grow to include radio news in the 1930s. By the late 1950s, courses in professional writing, public relations, and television news had been added.
The School of Journalism was renamed the H.H. Herbert School of Journalism and Mass Communication in 1961. Herbert, the school’s second director, led the school from 1917 to 1945. Under his leadership, the standards of the school were raised, and by 1921 the school became one of only 11 institutions in the United States to meet the requirements for admission to the Association of American Schools and Departments of Journalism. High standards continue with the college’s accreditation by the Accrediting Council on Education in Journalism and Mass Communication. Only about a quarter of the journalism programs in the U.S. meet the ACEJMC’s accreditation standards. In May 2000, the H.H. Herbert School of Journalism and Mass Communication became the Gaylord College of Journalism and Mass Communication.

General Information

The Gaylord College of Journalism and Mass Communication is housed in Gaylord Hall located on the South Oval. The 62,000-square-foot building opened in fall 2004 and includes a fully digital television production studio; a news ticker facing the South Oval; a completely wireless network; an open multimedia lab; a spacious library; three computer classrooms; a video conferencing classroom and a dozen video editing suites. The college’s goal is to provide students with the most effective training and preparation possible for careers in every facet of the mass communication industry. This education includes conceptual courses in journalism history, ethics, public opinion, communication law, public relations and advertising; various delivery systems, including print and broadcast; and craft courses in gathering writing, editing, and processing information. The college holds memberships in The Association of Schools of Journalism and Mass Communication (ASJMC), and the Broadcast Education Association. The college is also the headquarters for the Oklahoma Scholastic Media/OIPA, which is the oldest continuing secondary school press organization in the world.

Programs for Academic Excellence

PRODUCTION FACILITIES

The Gaylord College has developed a facility that offers students the opportunity to produce high quality video and television programs. This includes studio cameras and controls; digital audio; single camera video production; field audio production; studio and field lighting non-fiction and documentary production; and fictional and experimental video production. Several post-production platforms are available, suited to different levels or production.

THE EDITH KINNEY GAYLORD LIBRARY

The Edith Kinney Gaylord Library is located in Gaylord Hall, Room 2500. The library is one of only a handful of journalism and mass communication libraries in the United States, and one of the few privately endowed by a department, school, or college of journalism. Thus, the library operates separately from the OU Libraries but is known and utilized by many administrators, faculty, staff and students outside of the Gaylord College of Journalism and Mass Communication. Officially a non-lending/non-circulating library, it contains materials pertaining to all programs within the Gaylord College of Journalism and Mass Communication. These include books, videos, popular and pro/trade magazines, journals, major U.S. newspapers, and miscellaneous Oklahoma newspapers. The reference area has materials ranging from Nielsen and Arbitron market reports to Film Review Index. A separate area contains most of the theses and many of the special projects written by graduate students within the college. There are also various special collections, which include histories of journalism and mass communication, as well as former professors’ personal papers. In addition to print materials, a Media library is in the planning stages and will house present and new collections of non-print materials, including CD-ROMs, videos, DVDs and motion picture films. The library also boasts a large collection of Oklahoma Newspaper Microfilm, many of which are complete runs.

STUDENT SERVICES CENTER

The Student Services Center is located in 2520 Gaylord Hall. The office staff is knowledgeable about undergraduate degree programs offered by the college. Academic counselors also assist students with transcript evaluation, enrollment and graduation requirements, as well as any problems of an academic nature.

OU Nightly

OU Nightly is a live, student-run newscast produced by the college. The newscast is the collective effort of students in the television news and news practicum courses offered through the college, with additional input from other journalism students and the OU School of Meteorology. An industry standard style newscast, OU Nightly airs live on Cox Cable channel 4 in Norman in a pre-prime time slot Monday through Friday during both the fall and spring semesters. Prime-time news cut-ins are also produced by Gaylord College students.

THE WIRE

The WIRE is a student managed web radio station providing music, news, and entertainment programming for OU students as well as the Norman community. The WIRE is also carried on OU Nightly’s SAP channel on Cox Cable channel 4 as sound-only content. Students may also seek volunteer or paid positions and earn academic credit with OU Nightly and The WIRE, as well as with The Oklahoma Daily newspaper, the Sooner yearbook, or with KGOU radio.

MULTIMEDIA LAB

The Gaylord College of Journalism and Mass Communication Macintosh computer lab is open to all students enrolled in JMC courses approximately 70 hours each week. The latest Macintosh computers feature a wide array of software applications including Microsoft Office, Adobe Creative Suite (Photoshop, Illustrator, InDesign, GoLive and Acrobat Professional), Adobe-Macromedia DreamWeaver, Flash and Fireworks, Apple Final Cut Pro HD, SPSS, Final Draft, Roxio Toast, the iLife ‘06 Suite (iTunes, iPhoto, iMovie, iWeb, iDvd) and more. Broadcast students also have access to powerful video editing stations running the Final Cut Studio HD and AVID Xpress DV software. Lab hours are extended during the peak of the semester.

WORK EXPERIENCES AND INTERNSHIPS

Students are encouraged to supplement traditional classroom experience with on-the-job training, which will often increase the chances of gaining a professional position after graduation. The college’s close location to the professional job market in Oklahoma City provides students with outstanding opportunities for part-time employment with professional communication organizations and departments. Internships outside of the state are encouraged as well.

Some journalism and mass communication courses provide campus media experience through coordination with The Oklahoma Daily newspaper, the Sooner yearbook, KGOU radio, the college’s television studios, and the WIRE. Juniors and seniors may also participate in the college’s internship for credit program, in which students may gain experience and degree credit in paid or unpaid positions. Students must have at least 75 hours earned and a 3.00 retention grade point average to apply for an internship for credit. Internship application forms are available in the Student Services Center as well as on the college’s Web site (jmc.ou.edu). Students who wish to receive credit for internship experience must obtain permission from the college no later than the end of the first week of the internship. Internship opportunities are posted on the college’s Web site and in the Student Services Center. Students may also arrange their own internships. A maximum of five hours of internship credit may be applied toward a Bachelor of Arts in Journalism as JMC electives.
MONDAY MEMO

Monday Memo is the college’s primary way of communicating academic information to undergraduate journalism and mass communication majors. Monday Memo includes information on drop and add deadlines, withdrawal deadlines, advising schedules, graduation, degree checks, scholarship application deadlines, internships, workshops, college-sponsored job fairs, and other college-related announcements.

Undergraduate students enrolled in the Gaylord College of Journalism and Mass Communication will receive Monday Memo in their OU e-mail account every Monday morning. Monday Memo is also posted on the college’s Web site at jmc.ou.edu.

STUDENT ORGANIZATIONS

Several organizations are invaluable in developing ties that carry into professional life. These student organizations include:

- AdClub, the advertising society for students interested in advertising sales, media and agencies;
- Society of Professional Journalists (SPJ), for students aspiring to news careers;
- Public Relations Student Society of America (PRSSA), for students interested in public relations as a career;
- Oklahoma University College Broadcasters (OUCB), for students in broadcasting and electronic media;
- National Association of Black Journalists (NABJ), an organization for African-American students who aspire to careers in mass communication;
- Kappa Tau Alpha (KTA), an honorary scholastic organization for journalism and mass communication students;
- Native American Journalists Association (NAJA); and
- National Association of Hispanic Journalists (NAHS).

SCHOLARSHIPS

Each year, the college awards approximately $100,000 in scholarships, with more than $20,000 reserved for incoming freshmen who demonstrate academic and journalistic promise. Recipients of freshman scholarships usually participate in a scholars’ enrichment program. Transfer students are eligible for all upper-class scholarships. Applications are available on the college’s Web site (jmc.ou.edu) beginning December 15 each year.

Undergraduate Study

The Gaylord College of Journalism and Mass Communication offers professionally-oriented undergraduate degree programs in the following fields: Strategic Communication (advertising and public relations); News Media (journalism); and Media Arts (Broadcast and Electronic Media, and Professional Writing).

Admission

Students who have earned at least 24 semester credit hours with a 2.75 retention grade point average are eligible for admission to the college as pre-journalism majors only. With the exception of the college’s practicum course, JMC 3011, pre-journalism majors may not enroll in any upper-division journalism and mass communication courses until the following college entrance requirements have been met:

- completion of JMC 1013 (Intro. to Mass Communication) with a grade of C or better;
- completion of an additional 24 hours of general education coursework;
- a successful score on the Language Skills Test (LST), the College’s entrance examination, which includes portions on grammar, punctuation, and spelling;
- a combined retention grade point average of 2.75 on all work attempted, as well as a 2.75 GPA on all OU coursework (transfer students from other institutions will not be held for the OU GPA requirement); and
- filing a Gaylord College Admission Form in the Student Services Center in Gaylord Hall.

Once fully admitted to the program, students will be cleared to enroll in JMC 2033 (Writing for Mass Media), the college’s gateway course. Transfer students who have already completed the equivalent of JMC 2033 at another institution will be cleared to enroll in the beginning upper division JMC courses in their major upon successful completion of the LST.

It is important to note that once fully admitted to the college, it will take a minimum of four full semesters (excluding summers and intersessions) to complete any of the journalism and mass communication programs.

SCHOLARSHIPS

Each year, the college awards approximately $100,000 in scholarships, with more than $20,000 reserved for incoming freshmen who demonstrate academic and journalistic promise. Recipients of freshman scholarships usually participate in a scholars’ enrichment program. Transfer students are eligible for all upper-class scholarships. Applications are available on the college’s Web site (jmc.ou.edu) beginning December 15 each year.

LANGUAGE SKILLS TEST (LST)

The Language Skills Test is the entrance examination to the Gaylord College. The LST must be completed prior to enrollment in JMC 2033 (Writing for Mass Media), a course that is required of all journalism and mass communication majors.

The LST is administered in the Student Services Center (2520 Gaylord Hall) Monday through Friday from 8:30 a.m. to 3:00 p.m. No appointment is necessary. Test results are available immediately.

The LST includes 80 questions on grammar, punctuation and spelling.

The college encourages students to thoroughly review these areas prior to taking the LST. An online study guide is available on the college’s Web site (jmc.ou.edu/lst/). Students are also encouraged to review a grammar and composition textbook (several are recommended on the college’s Web site) as well as the Student Academic Integrity Code.

The LST may be attempted three times. If a student fails the third time, the student will be required to enroll in JMC 0123 (Fundamentals of Writing for the Media), a course that will not apply toward the degree.

ADVISING

With the exception of Inter session, advising is mandatory prior to each academic term for all students in the Gaylord College. Advising for the
A Bachelor of Arts in Journalism requires the successful completion of 130 semester credit hours. At least 48 of the 130 hours must be completed at the upper division level (courses numbered 3000 or above). Courses that begin with 0 (e.g., JMC 0123) will not apply toward the degree.

Journalism and mass communication majors must maintain a 2.50 retention GPA; a 2.50 OU GPA; a 2.50 GPA in all major work; and a 2.50 on the last 60 hours toward the degree.

Degree requirement checksheets, which list all degree program requirements, are available in the Student Services Center and on the college’s Web site (jmc.ou.edu) under Undergraduate Degree Programs.

Students who plan to earn a BA in Journalism in four years should plan to complete at least 33 credit hours per academic year. Students should also be aware of important academic deadlines, which are listed on the university’s academic calendars Web site (admissions.ou.edu/calendar.html).

The college encourages all majors to read the Undergraduate Student Handbook, which is available on the college’s Web site.

The Student Services Center assists students in determining the number of hours remaining to complete the degree, however the responsibility for meeting graduation requirements lies with the student.

A BA in Journalism is made up of the following components:

- University-Wide General Education requirements;
- Additional General Education requirements specific to the College of Journalism and Mass Communication;
- Requirements in the major;
- Requirements in the major support area (advertising majors only); and
- Electives.

### Undergraduate Degree Requirements

**University-Wide General Education**

Courses used to fulfill these requirements must be chosen from the University-Wide General Education Approved Course List, [admissions.ou.edu/gened.htm](admissions.ou.edu/gened.htm).

**Core Area I: Symbolic and Oral Communication (9-19 hours, 3-5 courses)**

- English Composition (six hours, two courses),
- Foreign Language (two courses in the same language, 0-10 hours). Satisfied by two years of high school foreign language with grades of C or better, or by demonstrating proficiency in the language through the Department of Modern Language, Literatures and Linguistics’ Foreign Language Placement Test. Please note that the Gaylord College of Journalism has an additional foreign language requirement (below),
- Mathematics (three hours, one course).

**Core Area II: Natural Science (seven hours, two courses)**

- At least two courses with three or more credit hours each, totaling a minimum of seven credit hours. The courses must be from different disciplines and at least one course must include a laboratory component, denoted by L.

**Core Area III: Social Science (six hours, two courses)**

- U.S. Government (P SC 1113) and one additional course chosen from the approved general education list.

**Core Area IV: Humanities (12 hours, four courses)**

- Understanding Artistic Forms (three hours, one course)
- Western Civilization and Culture (six hours, two courses), to include HIST 1483 or HIST 1493 (pre- or post-Civil War American History) and one additional western civilization course from the approved general education list,
- Non-Western Civilization (three hours, one course)

**Core Area V: Senior Capstone Experience (three hours, one course).**

This requirement will be satisfied by a required course in the major.

### Additional Gaylord College of Journalism and Mass Communication Requirements

Courses used to fulfill these requirements must come from the University-Wide General Education Approved Course List, [admissions.ou.edu/gened.htm](admissions.ou.edu/gened.htm).

**Foreign Language (0-3 hours).** Minimum requirement is one three-hour course at the intermediate level (courses numbered 2000 or above), or demonstrated competency at that level.

**Western Civilization (six upper-division hours, two courses at the 3000 + level).** These courses are in addition to the University’s Western Civilization and Culture requirements listed above.

### Major Requirements

**ADVERTISING (36 hours)**

The Advertising program prepares students for careers in media advertising, in-house advertising departments, and advertising agencies as copywriters, production artists, researchers, account managers, media planner/buyers, and sales representatives.
Advertising majors must complete a minimum of 36 hours of journalism and mass communication, to include JMC 1013, 2033, 3033, 3333, 3353, 3363, 4333, 4433 (Senior Capstone), and 4813, plus nine hours of upper-division journalism electives. Students are limited to a maximum of 40 hours of JMC major work.

In addition to major requirements, advertising students must also complete major support requirements, to include two courses in economics (excluding ECON 3013), and two courses in marketing (including MKT 3013). Courses used to satisfy major support requirements may not also be used to satisfy general education requirements.

BROADCAST AND ELECTRONIC MEDIA (33 hours)

Broadcast and Electronic Media was developed to prepare students for careers in a variety of electronic media fields, including creative writing, audio and video production, radio and television programming, management, corporate media, and interactive multimedia.

Broadcast and Electronic Media majors must complete a minimum of 33 hours in journalism and mass communication. Required courses include JMC 1013, 2033, 2623, 2644, 3613, 4653 (Senior Capstone), and 4813, plus 9-10 hours of Broadcasting and Electronic Media electives, and nine hours of upper-division journalism electives.

JOURNALISM (36 hours)

The Journalism sequence is designed to prepare students for the challenges of news gathering, reporting and management through a variety of delivery systems in the 21st century. This rapidly changing media environment blends traditional print, broadcast, and on-line news delivery. The Journalism sequence produces graduates with a strong grounding in news judgment and critical thinking, coupled with extensive reporting experience in print and electronic form. While technology continues to change, the curriculum is based on the belief that the skills taught and traits inculcated in the curriculum will allow students to succeed in any news environment.

Journalism majors must complete a minimum of 36 hours in journalism and mass communication. Specific requirements include JMC 1013, 2033, 3011, 3013, 3103, 3622, 3663, 3773, 4013 or 4043 or 4053, 4803, 4813 (Senior Capstone), and at least six hours of upper-division journalism electives.

PROFESSIONAL WRITING (30 hours)

The Professional Writing program prepares students for careers as freelance authors of books, short stories, screen plays and magazine articles, both fiction and non-fiction.

Professional Writing majors must complete a minimum of 30 hours in journalism and mass communication. Specific requirements include: JMC 1013, 2033, 3004, 3514, 4514, 4573 (Senior Capstone), 4803, 4813, and three hours of upper-division journalism electives.

PUBLIC RELATIONS (36 hours)

Students prepare for careers in public relations that include media, investor, consumer, community and employee relations and public affairs, or governmental relations as well as other activities that relate to investor, consumer, community and employee relations and public affairs.

Public Relations majors must complete a minimum of 36 hours in journalism and mass communication. Specific requirements include: JMC 1013, 2033, 3413, 3423, 3433, 4403 (Senior Capstone), 4453, 4803, 4813, a public relations-related elective, and six additional hours of journalism electives.

ELECTIVES (29-44 hours, depending on choice of major and foreign language)

The number of elective hours will vary, depending on choice of major, choice of foreign language, and choice of natural sciences in general education. Students entering their junior year should schedule a degree check in the Student Services Center to determine their remaining hours and a prospective graduation date. The Student Services Center certifies the completion of graduation requirements.

Graduation Rules and Regulations

- A minimum 2.50 combined retention grade point average in the major, overall, and on the last 60 hours is required to earn a Bachelor of Arts in Journalism degree.
- Freshmen may not enroll in JMC 2033 (Writing for Mass Media).
- A grade of C or better is required in each major course, resident or transfer.
- Students fully admitted to the college may not transfer in any additional upper-division major work.
- The Senior Capstone course must be taken in residence at OU.
- Students must file an official application for graduation during their final term of enrollment.

CREDIT HOUR REGULATIONS

1. At least 130 semester credit hours applicable towards a Bachelor of Arts in Journalism degree must be earned. Not all hours acceptable by the University are acceptable towards a BA in Journalism.
2. At least 60 semester credit hours must be earned at accredited senior (four-year) institutions.
3. At least 48 semester credit hours must be earned at the upper-division level (courses numbered 3000 or above).
4. At least 30 semester credit hours must be earned in the major, including at least 21 at the upper-division level.
5. A minimum of 15 of the last 30 hours must be earned in residence at the University of Oklahoma. OU correspondence courses and transfer courses are non-resident credit.
6. No more than 40 hours of JMC coursework may be applied to a Bachelor of Arts in Journalism degree. If a student pursues a minor in Film and Video Studies, any JMC courses which are applied toward this minor are also included in the maximum number of JMC credit hours allowed.
7. No more than 16 semester credit hours earned under the Pass/No Pass option will apply toward the degree. P/NP credit may not be used to satisfy general education, college, major, major support, or minor requirements. Transfer credit graded P/NP is counted as part of the 16 semester credit hours earned.
8. No more than 16 semester credit hours earned in all basic skills courses, including PE activity courses; military courses including Aerospace, Naval Science and Military Science courses; and military in-service experience will apply toward a BA in Journalism and Mass Communication. No more than four of the 16 hours may be in PE activity courses. Two credit hours of basic military training may be counted toward the degree when the posting of the credits by the Office of Admissions is in the form of four one-hour courses as follows: Personal Physical Conditioning, First Aid, Outdoor Skills Practicum and Marksmanship.
9. No more than 12 semester credit hours earned in all individual study courses, e.g., Independent Study, but excluding Honors Reading and Research, will be counted as part of the minimum 130 semester credit hours required for graduation.
10. No more than 31 semester credit hours earned by a combination of credit by exam (e.g., CLEP or Advanced Standing Exam) and correspondence courses will apply toward the degree. JMC majors may take general education and elective courses by correspondence, but are not permitted to take journalism and mass communication work by correspondence.

TEN-YEAR LIMITATION RULES

JMC credit which is more than 10 years old may not be applied toward a Bachelor of Arts in Journalism degree unless approval is obtained from the college’s Appeals Board. A student in the Gaylord College may elect to follow the degree program requirements that were in place at the time of their first enrollment in the Oklahoma State System for Higher Education (excluding high school concurrent enrollment), or exercise the option to update to the most current degree program requirements. Those who elect to follow requirements in place at the time of their first enrollment must complete all degree requirements within a maximum of 10 calendar...
years from the date of that enrollment. If the work for the degree covers a period longer than 10 years, the student must update to the most current degree program requirements.

**Independent Projects**

Students who qualify may earn elective journalism and mass communication credit for special projects. Enrollment requires the permission of a supervising faculty member. Generally, permission is given only when the proposed study program does not duplicate material or experiences available in regular offerings of the school.

**Interdisciplinary Program in Film and Video Studies**

In keeping with the school’s participation in and commitment to the interdisciplinary program in Film and Video Studies the Gaylord College allows FVS students to enroll in a number of JMC courses.

In order to receive permission to enroll in a JMC course, the FVS student must present an advisement form signed by an FVS adviser.

Film and Video Studies students may complete a maximum of 15 JMC credit hours. Journalism and Mass Communication majors, completing a minor in Film and Video Studies, will be allowed a combined maximum of 45 hours in JMC to count toward the Bachelor of Arts in Journalism degree.

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**Graduate Study**

**Master of Arts Degree**

**AREAS OF SPECIALIZATION**

Mass communication management; strategic communication (advertising and public relations); journalism; broadcasting and electronic media; and professional writing.

**Admission Requirements**

Students seeking admission to the college’s master’s programs, which lead to the Master of Arts and Master of Professional Writing degrees, must meet all requirements for admission to the University’s Graduate College. Please see the Graduate College section of this catalog for specific information.

To be admitted in full standing, a student must have a minimum undergraduate grade point average of 3.20 on the 4.0 scale on the last 60 hours of coursework completed. Students may be admitted conditionally with a 3.0 grade point average in the last 60 hours of undergraduate coursework.

For full admission to the M.A., a student must also have successfully completed courses in media writing, mass communication history or law, a journalism and mass communication elective, and a course in statistics. Admission to the graduate program is conditional until all aforementioned requirements are complete.

Professional writing applicants without sufficient background may be required to take courses on short story writing, writing for the entertainment media, or both as part of conditional admission.

Students with a grade point average below 3.0 in the last 60 hours, while not eligible for admission into the journalism and mass communication master’s programs may seek admission to the university as Special Students. By permission, upon completion of a minimum of 12 hours of 3000-4000-level coursework with a grade point average of 3.25 or better, they could be considered for admission into the Gaylord College of Journalism and Mass Communication.

The Graduate Record Exam (GRE) is required of all applicants. Verbal and analytical writing scores are weighted most heavily. International students must show evidence of a minimum score of 550 (213 computer-based) on the TOEFL examination and take the TOEFL Test of Written English (TWE). The minimum TWE score for admission is 5.0.

As part of the application process, the student must provide the following materials directly to the Director of Graduate Studies, Gaylord College of Journalism and Mass Communication, the University of Oklahoma, 395 W. Lindsey St., Norman, OK 73019-2051:

1. A 1,000-word letter of intent outlining the applicant’s personal professional goals, reasons for pursuing a master’s degree to achieve those goals, and reason for wishing to pursue that degree at the University of Oklahoma;
2. Two letters of recommendation from current or former professors, employers or colleagues; and
3. A one- or two-page resume.

MPW applicants must also submit a writing sample of at least 50 consecutive pages of fiction or creative nonfiction. The writing sample will be evaluated by Professional Writing faculty and will weigh heavily in admission decisions and in evaluating the need for deficiency coursework. These materials must be received before a decision will be made on the applicant’s request for admission.

While students may be admitted and begin coursework throughout the year, the master’s curriculum in journalism and mass communication is designed as a fall-start program. Further details are available at jmc.ou.edu.

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**Master of Arts Degree**

Once admitted, students must pursue one of the following options:

**THESIS OPTION (32 credit hours):**

- Core courses (13 credit hours): JMC 5073, Conceptual Issues in Graduate Study in Journalism and Mass Communication; JMC 5093, Introduction to Research Methods in Mass Communication; JMC 5083, Mass Communication Theory; JMC 5091, Thesis/Project Seminar and JMC 5113, Qualitative Research Methods or JMC 5133, Quantitative Research Methods;
- Nine credit hours of graduate electives in journalism and mass communication;
- Six credit hours of graduate work in areas other than journalism and mass communication; and
- JMC 5980 Thesis (four hours).

**NON-THESIS OPTIONS (33 hours):**

**Professional Project Program**

- Core courses (13 credit hours): JMC 5073, Conceptual Issues in Graduate Study in Journalism and Mass Communication; JMC 5063, Readings in Mass Communication; JMC 5093, Introduction to Research Methods; JMC 5001, Professional Practices (three, one-hour courses), and JMC 5091, Thesis/Project Seminar;
- 10 credit hours of graduate electives in journalism and mass communication;
- six credit hours of graduate work in areas other than journalism and mass communication; and
- JMC 5880 Graduate Project (four hours).

**Course/Comps Program**

- Core courses (12 hours): JMC 5073, Conceptual Issues in Graduate Study in Journalism and Mass Communication; JMC 5063, Readings in Mass Communication; JMC 5093, Introduction to Research Methods in Mass Communication; and JMC 5001, Professional Practices (three one-hour courses);
- 12 credit hours of graduate electives in journalism and mass communication; and
- nine credit hours of graduate work in areas other than journalism and mass communication.

All students must earn an overall 3.00 grade point average. Work must be completed within a five-year period.
G4000-LEVEL COURSES
A maximum of 12 credit hours of G4000-level courses will count toward the master’s degree. No more than nine of these hours may be in journalism and mass communication.

TRANSFER CREDIT
A maximum of eight credit hours of graduate work may be transferred from other universities if such work meets the college’s requirements. No transfer credit will be accepted toward meeting core requirements.

Master of Professional Writing Degree
The MPW degree requires a minimum of 32 credit hours, excluding any undergraduate deficiency coursework.

Core Courses (15 credit hours):
- JMC 5514 - Writing the Novel
- JMC 5734 - Writing the Screenplay
- JMC 5594 - Writing the Commercial Nonfiction Book, and
- Any one of the following:
  - JMC 5073 - Conceptual Issues in Graduate Study
  - JMC 5063 - Readings in Mass Communication
  - JMC 5083 - Mass Communication Theory
  - JMC 5903 - Introduction to Research Methods

Professional Writing Electives (9-12 credit hours from the list below):
Students will select appropriate coursework from the list below in consultation with their adviser. Students may focus on one of the three areas covered in the core writing courses or choose to develop their abilities across more than one of those areas. In the case of individualized courses such as JMC 5503, Tutorial in Writing, and JMC 5990, Independent Study, content will be tailored to the interests and needs of the student. Core curriculum requirements JMC 5514, JMC 5594 and JMC 5734 also appear on the elective list, as they may be repeated with a change of content. Students who wish to include JMC courses not on the list must petition the JMC graduate liaison and the Dean of the Graduate College.
- JMC 5023 - Advanced News Editing
- JMC 5053 - Advanced Reporting
- JMC 5503 - Tutorial in Writing
- JMC 5514 - Writing the Novel
- JMC 5533 - Contemporary Problems in Professional Writing
- JMC 5563 - Category Fiction
- JMC 5570 - Special Topics in Professional Writing
- JMC 5594 - Writing the Commercial Nonfiction Book
- JMC 5734 - Writing the Screenplay
- JMC 5970 - Seminar
- JMC 5990 - Independent Study

Outside Supporting Electives (3-6 hours):
With the approval of the adviser, students are to take supportive coursework offered by other departments appropriate to the student’s focus in the program. The following courses are possibilities that may be of interest:
- ENGL 5223 - Seminar-Film
- ENGL 5923 - Advanced Fiction Writing
- ENGL 5943 - Advanced Creative Nonfiction
- DRAM G4773 - Playwriting I
- DRAM G4783 - Playwriting II
- DRAM 5733 - Graduate Play Structure and Analysis

Other areas of student will vary depending on the student’s focus but may include history; psychology; physical sciences; anthropology; women’s studies; the arts; modern languages; classics; or any other disciplines that should be helpful in developing the student’s final project. For example, a student writing a historical novel for a project might benefit from taking courses in history.

JMC 5880 - Graduate Project (2-4 hours):
The student must write a book-length manuscript (minimum of 50,000 words, or about 200 pages) or a feature-length screenplay (90-120 pages, approximating a film of 90 to 120 minutes) in the appropriate professionally recognized formats. The content of the project must be substantially new material and may not repeat that submitted in previous coursework.

Doctor of Philosophy
The Ph.D. program in the Gaylord College allows students to examine more deeply the theories that underlie mass communication and to critique mass communication practices. The program also allows students to pursue advanced study in the Gaylord College and to prepare for university-level research and teaching across a variety of areas.

Admission Requirements
The following requirements must be met before a student will be admitted to the doctoral program in the Gaylord College of Journalism and Mass Communication:

- 3.50 in previous graduate work
- Strong Graduate Record Exam (GRE) scores
- Three letters of recommendation
- A one to two-page resume
- A minimum 1,000 word essay detailing reasons for pursuing the Ph.D., to include the intended future application
- A 5.0 minimum TOEFL score on the Test of Written English (International students only)

A minimum of three years of professional experience in a mass communication field is preferred.

Excellent candidates who do not meet admission requirements will be given careful consideration.

Retention and graduation standards reflect OU Graduate College policies.

In addition to taking coursework aimed at fostering research, students must prepare an original research paper for presentation in an annual mini-conference each year until admitted to candidacy.

AREAS OF CONCENTRATION
The program offers three areas of concentration:

News and Information
Emphasizes performance, critical analysis, effects, representations and the community-building potential of news and information media. Faculty expertise: organizational management; media ethics and normative theory, media law, race and gender, media credibility, and international/intercultural/ethnic media.

Strategic Communication
Emphasizes a broad spectrum of theoretical and practice-oriented research topics and problems in public relations and advertising. Faculty expertise: rhetorical analysis; race and gender, international public relations, law, new media advertising, organizational behavior, and message strategy and tactics.
Media Arts
Emphasizes performance, critical analysis, effects, representations and the community-building potential of entertainment and experimental media including visual digital, video, and design; audio; multimedia, and long-form print media. Faculty expertise: creative, writing, script writing, documentary film, multimedia, video, and digital production.

AREAS OF EMPHASIS WITHIN CONCENTRATIONS
Doctoral students will be encouraged to design a flexible, interdisciplinary program targeting an area of emphasis within these concentrations. Some examples are: history; media management and economics; media ethics; visual communication, international communication, and communication theory and methodology. Students will be guided in making these choices through consultation with their committees and by examining topic areas as defined in leading professional organizations such as the Association for Education in Journalism and Mass Communication, and the International Communication Association. These choices will allow students to tailor courses to their interests and plan dissertation topics accordingly.

Ph.D. Curriculum
The doctor of philosophy in journalism and mass communication requires a minimum of 90 credit hours, with varying amounts of master’s and doctoral transfer credits to be determined by the Gaylord College Graduate Committee, Graduate Director and Graduate College.

Specific requirements:
- Research Methods Proficiency (three hours): Basic graduate-level proficiency demonstrated through completion of JMC 5093 (Introduction to Research Methods), a graduate-level methods course from another college at the university, or a methods course from another institution.
- JMC 5073 (Conceptual Issues in Graduate Study in Journalism and Mass Communication) or three hours of graduate-level electives.
- JMC 6083 (Advanced Mass Communication Theory) or the three hours of 6000-level electives as approved by the student’s advisory committee, if the student previously completed JMC 5083.
- JMC 6113 (Advanced Qualitative Research Methods) or three hours of 6000-level electives as approved by the student’s advisory committee, if the student previously completed JMC 5113.
- JMC 6133 (Advanced Quantitative Research Methods) or three hours of 6000-level electives as approved by the student’s advisory committee, if the student previously completed JMC 5133.
- JMC 6183 (Approaches to Teaching)
- JMC 6091 (Ph.D. Seminar) — one credit hour per semester; minimum of four semesters required
- An additional three-hour research methods course or a graduate level statistics course to be taken from a department outside the Gaylord College.
- JMC 6980 (Dissertation) 12 credit hours
- Nine credit hours of coursework in the area of concentration. Students will choose one of the following: JMC 6153 (Advanced Topics in Media Arts), JMC 6163 (Advanced Topics in News and Information), or JMC 6173 (Advanced Topics in Strategic Communication) and take the course at least three times for a total of nine credit hours. With approval of their advisory committees, students may divide the nine credit hours among more than one of the advanced topic areas.
- 15 credit hours from outside the Gaylord College. The student’s emphasis will be defined in the plan of study and will likely include courses from two or more departments. Numerous possibilities for interdisciplinary study exist at the university. Given the breadth of intellectual grounding in mass communication study, possible departments include anthropology; communication; history; political science; philosophy; sociology; human relations; marketing; and management.
- 29 additional elective credit hours to come from a combination of additional electives taken during the student’s doctoral study at OU, transfer credit, or both.
Table of Contents

General Information ........................................ 332
Admission Process ............................................. 332
Curriculum .................................................. 333
Tuition and Fees ............................................. 334
Clinical Legal Education Program ......................... 335
The Competitions Program .................................. 335
International Study Programs ............................... 335

Administrative Officers of the College
Andrew M. Coats, Dean
William M. Tabb, Associate Dean for Academics
Stanley L. Evans, Assistant Dean for Student Services
David A. Poarch, Assistant Dean for External Affairs
Darin K. Fox, Director of the Law Library
Owen L. Anderson, Director of Research, Writing, and Advocacy

General Information

The College of Law was established in 1909. In 1911 the College of Law joined the Association of American Law Schools. Since 1923 the College of Law has been accredited by the American Bar Association’s Section on Legal Education. The College of Law is the only public law school in Oklahoma.

In 1971, the University of Oklahoma Law Center was formed. The Law Center comprises the College of Law, Law Library and the Legal Assistant Education program. The center was established to encourage and facilitate development of programs beyond the normal law school scope. The role of the Law Center is more than training lawyers. It provides a number of professional activities to serve the Bar and the citizens of the state of Oklahoma. These include continuing legal education for lawyers, training of legal assistants, publishing books on Oklahoma law, organized legal research, public service projects, and legal aid services for the needy. It is home to the Law Library.

The Law Center building, now named Andrew M. Coats Hall, was completely renovated in 2002, adding 80,000 square feet to the facilities. The expansion included a new law library with large reading room, high-speed modernized computer labs, private study rooms, and a 250-seat high-tech courtroom. OU Law students now are able to watch live trials and appeals hearings as state and federal courts bring the real world into the Law Center.

Degrees Offered

The College of Law offers only the Juris Doctor degree, the first professional degree in law. The J.D. degree requires 90 semester hours earned, with the last 30 hours completed in residence in the College of Law.

A student also may earn jointly the J.D. and Master of Business Administration degrees upon completion of 80 hours of law work and the requirements for the M.B.A. degree.

The College of Law and the College of Public Health at the University of Oklahoma Health Sciences Center Department of Health Administration and Policy currently offer five dual degree programs:

- J.D./Master of Public Health in Health Administration and Policy,
- J.D./Master of Public Health in Occupational Health,
- J.D./Master of Public Health in Environmental Management,
- J.D./Master of Science in Environmental Management, and
- J.D./Master of Science in Occupational Health.

This program is designed to offer to students at the College of Law who are interested in a public health law specialty the opportunity to combine into four years of study the three-year J.D. program and a master’s degree program offered by the College of Public Health.

The College of Law also participates in the Generic Dual Degree program offered by the Graduate College. This option allows a law student to obtain a J.D. and, simultaneously seek a master’s degree from another graduate program of his/her choosing.

The number of hours required for each program and the course selections required will differ depending upon the program chosen. Those students who desire more specific information about these programs should contact the admissions office at the College of Law.

Admission Process

REGULAR ADMISSION

First year students are admitted only in the fall. Applicants must have a baccalaureate degree prior to matriculation in the College of Law. Application forms may be obtained by writing: University of Oklahoma College of Law Student Services Office, 300 Timberdell Road, Norman, OK 73019-5081, or online at www.law.ou.edu.
All applicants must take the Law School Admission Test (LSAT), administered by the Educational Testing Service and available by writing for an application and information from: LSAT, Box 2000, Newtown, PA 18940, or via their website at www.lsac.org. Applicants must take the test no later than February of the year in which admission to the College of Law is sought and should indicate on the LSAT application form that their scores are reported to the University of Oklahoma College of Law.

All applicants must also register with the Law School Data Assembly Service (LSDAS).

Each applicant must pay a non-refundable application fee.

Applicants are considered individually by the Admissions Committee, composed of three members of the law faculty. Selections are made from the most qualified, with approximately equal weight given to the LSAT score and the undergraduate grade point average. Admission is competitive as applications far outnumber available seats in the first-year class.

The University of Oklahoma Regents for Higher Education limits the number of nonresidents to 15 percent of the student body and precludes the admission of a nonresident whose qualifications are lower than those of a resident denied admission.

LSAT scores more than three years old will not be considered. When an applicant takes the LSAT more than once, scores will be averaged. However, if the applicant demonstrates substantial improvement on retaking the test and there is an acceptable explanation for poor performance on the prior test, then only the more recent score will be considered. Other facts, such as undergraduate major, improvement in the undergraduate GPA during the last years of study, grade inflation, working while in undergraduate school, and/or graduate work may be considered in reviewing an applicant’s academic record.

Two letters of recommendation are required. The Admissions Committee does not hold personal interviews for applicants.

Applicants to whom admission is offered will be required to post a $100 non-refundable deposit, which will be applied toward the first semester’s tuition. If the applicant does not enroll in the College of Law, the deposit is forfeited. The offered admission is good only for the semester for which it was granted. A deferment may be granted under special circumstances for one year. The fact that an applicant was admitted in a previous year but did not attend is given no weight in evaluating a subsequent application.

Applicants will be notified when their files are complete. If any information is missing, the applicant will be notified in time to submit the information before the deadline.

The application deadline is March 15. All applicants should be notified of their admission status by May 15.

**EARLY ARRIVAL PROGRAM**

In addition to the fall class, the College of Law also offers admission to a select group of students commencing in the summer term which starts in mid-May. Students selected for this opportunity participate in an intensive program designed to facilitate their entry into the fall class. Applicants may apply for consideration for both fall admission and the Early Arrival Program. These students will be identified by the Admissions Committee on the basis of factors, in addition to the GPA and LSAT, which demonstrate that the applicant is capable of success in the study and practice of law. Students in the Early Arrival Program are required to complete five or six hours of regular law coursework during the summer session prior to the fall semester for which admission is sought.

**TRANSFER WITH ADVANCED STANDING**

To be considered for transfer with advanced standing, an applicant must have attended an ABA accredited law school. Students will complete one full year of study before being admitted. Admission for transfer is based upon law school GPA, class standing, and various other factors. Transfer applicants must submit:

1. A completed copy of the University of Oklahoma College of Law Application for Admission and all related and supporting materials;
2. LSAT scores (which will be requested by the College of Law from LSDAS);
3. transcripts from all law schools attended;
4. a letter from the Registrar indicating that the transfer applicant is in good standing and eligible to continue, including class rank through the end of the last semester attended;
5. a personal statement indicating reasons for wanting the transfer; and
6. non-refundable application fee.

Transfer applicants are encouraged to apply online at www.law.ou.edu.

Transfer applications must be submitted by June 1 for the fall semester and November 1 for the spring semester. Applicants will be notified as soon as a decision has been made.

A student cannot receive credit for work taken in another law school when enrolled at the same time in classes in the OU College of Law. When a student transfers to the College of Law from another school, grades at the other school will not be counted in determining the student’s cumulative grade point average or class standing at the OU College of Law. Applicants who have been dismissed from another law school for scholarly deficiency or serious academic misconduct will not be considered for admission.

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**Curriculum**

**REQUIRED COURSES**

Ninety hours of coursework are necessary to receive the J.D. degree. This includes 42 hours of required courses, and 48 hours of elective courses. Required courses are listed below.

### FIRST YEAR—Fall Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Procedure I</td>
<td>3</td>
</tr>
<tr>
<td>Constitutional Law</td>
<td>4</td>
</tr>
<tr>
<td>Contracts I</td>
<td>3</td>
</tr>
<tr>
<td>Legal Research &amp; Writing I</td>
<td>2</td>
</tr>
<tr>
<td>Torts I</td>
<td>4</td>
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<tr>
<td>...</td>
<td>16</td>
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</table>

### FIRST YEAR—Spring Semester

<table>
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<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Civil Procedure II</td>
<td>3</td>
</tr>
<tr>
<td>Contracts II</td>
<td>2</td>
</tr>
<tr>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>Legal Research &amp; Writing II</td>
<td>2</td>
</tr>
<tr>
<td>Property</td>
<td>4</td>
</tr>
<tr>
<td>Torts II</td>
<td>2</td>
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<td>...</td>
<td>16</td>
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### SECOND OR THIRD YEAR

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Professional Responsibility</td>
<td>3</td>
</tr>
<tr>
<td>Criminal Procedure I</td>
<td>3</td>
</tr>
<tr>
<td>Evidence</td>
<td>4</td>
</tr>
<tr>
<td>Graduation Writing Requirement</td>
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Upper-Division Elective Menu 6 courses

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
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<tbody>
<tr>
<td>Administrative Law</td>
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<tr>
<td>Bankruptcy</td>
<td></td>
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<tr>
<td>Individual Income Tax</td>
<td></td>
</tr>
<tr>
<td>Conflicts of Laws, Corporations, Family Law, Federal Courts, First Amendment</td>
<td></td>
</tr>
<tr>
<td>Introduction to Commercial Law, Real Estate Transactions, Remedies, and Wills and Trusts</td>
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</tbody>
</table>

**Supplementary Curricular Activities**

A student may receive up to eight credit hours for approved curricular activities. These include: Competitions (one hour credit per semester); Judicial Clinic (maximum of three hours credit); Law Review and Directed Legal Research (maximum of four hours credit); Directed Legal Research (maximum of two hours credit).

**EMPHASIS AREAS**

The College of Law offers a comprehensive and diverse curriculum in which students can emphasize particular areas in their law studies:

- Business, Commercial and Real Estate
- Criminal Law and Procedure
- Constitutional and Public Interest Law
- Environmental and Natural Resources
- Intellectual Property Law
- International and Comparative Law
- Native American Law
- Skills, Clinical and Trial Practice
- Tax Law
GRADES
The grades given in the College of Law and the numerical grade point value are as follows: A+ = 12, A = 11, A- = 10, B+ = 9, B = 8, B- = 7, C+ = 6, C = 5, C- = 4, D+ = 3, D = 2, D- = 1, F = 0. The grades of Incomplete (I), Withdrawal Passing (W), Satisfactory (S) and Unsatisfactory (U) have no numerical value and are not included in the calculation of a student’s grade point average. Certain courses are graded on a Satisfactory (S)/Unsatisfactory (U) basis. Students do not have the option of choosing to be graded S/U.

ATTENDANCE
Regular attendance in courses is considered indispensable. Each professor must adopt and announce an attendance policy that meets the requirements of the American Bar Association and the Association of American Law Schools. When a student is absent an excessive number of times, the professor may withdraw the student from the course, or the professor may lower the student’s grade (even to failing) in the course.

The college is a full-time law school, and students are expected to devote substantially all their time to the study of law. Excessive outside work is discouraged. Official interpretation of Accreditation Standard 305 of the American Bar Association states that a student may not work in excess of 20 hours per week while attending school on a full-time basis. First year students are urged to forego any substantial outside activities until they have had ample opportunity to measure the demands of legal study upon their time and energy.

COURSE LOAD
The College of Law limits the number of hours in which a student may enroll during a semester, thus assuring each student the opportunity for sufficient concentration on each subject. First-year students may enroll only during a semester, thus assuring each student the opportunity for sufficient concentration on each subject. First-year students may enroll only in prescribed first-year courses. Second- and third-year students may enroll in a maximum of 17 credit hours in a regular semester and a maximum of nine credit hours in a summer session. Courseloads in excess of these hours must be approved by the Associate Dean for Academics.

CLASS RANK
A student’s class ranking is available when grades are processed each semester. Grades are available online at www.law.ou.edu. Class rank is usually available within seven days following the distribution of grades.

CODE OF ACADEMIC RESPONSIBILITY
Conduct of law students in the law school is governed by a Code of Academic Responsibility. Each student is to abide by the Code, which is the ethical standards of the legal profession. The complete text of the Code of Academic Responsibility is included in the first-year orientation materials, and is also available in the Student Services office.

ACADEMIC APPEALS BOARD
The University of Oklahoma’s “Joint Statement: Rights and Freedoms of Students” provides that students shall have “protection through orderly procedures against prejudiced or capricious academic evaluation.” The rules of procedure governing proceedings before the Academic Appeals Board are provided in the Law Student Handbook, available on reserve at the Law Library circulation desk.

CAREER SERVICES
The College of Law provides career planning for students through its Office of Career Services. The office is involved in a variety of activities to assist students seeking employment as well as those seeking permanent employment. These activities include training in the job search and interview process and hosting on-campus interviews.

STUDENT ORGANIZATIONS
There are many student organizations at the College of Law. These include the Student Bar Association and its Board of Governors, Law Student Division of the American Bar Association, Board of Advocates, Organization for Advancement of Women in Law, Oklahoma International Law Society, Environmental Law Society, Family Law Society, The Federalist Society, Intellectual Property Society, the Christian Legal Society, Alternative Dispute Resolution, American Civil Liberties Union, Association of Trial Lawyers of America, and American Constitutional Society.

Five minority student organizations are active — Native American Law Student Association, Black Law Student Association, Hispanic-American Law Student Association, Asian Pacific American Law Student Association, and the Coalition of Minorities in Law. Two legal fraternities are active — Phi Delta Phi and Phi Alpha Delta.

Tuition and Fees
Tuition and fees for the College of Law are determined by the Oklahoma State Regents for Higher Education. These figures can be found in the “Cost of Attending OU” section in the front of this catalog and online at http://www.ou.edu/bursar/.

FINANCIAL AID AND SCHOLARSHIPS
The College of Law has undertaken a major initiative in recent years to increase the amount and availability of financial aid. All students are eligible to apply for need-based and achievement-based awards. Another array of scholarships and grants provided by generous donors and alumni are offered to students after classes begin.

The College of Law also participates in the FAFSA program. Students applying for financial aid should file a Free Application for Federal Student Aid (FAFSA) through the University of Oklahoma Office of Financial Aid Services. Forms may be obtained by contacting the Office of Financial Aid Services, 1000 Asp Avenue, 216 Buchanan Hall, Norman, OK 73019–4085, (405) 325–4521, or online at http://financialaid.ou.edu.

The College of Law has a separate application for scholarships and awards. Students are encouraged to complete the scholarship questionnaire in September of each year.
Clinical Legal Education Program

The University of Oklahoma College of Law has a commitment to education and service. This commitment is established in the areas of service to community and service to students. Clinical programs include the OU Civil Clinic, which includes a Family Law component, Criminal Defense Clinic, and Judicial Clinic.

The OU Law Center provides a service to the community by providing free legal assistance to those persons that otherwise would not be able to afford a lawyer to assist them with their legal needs. The College recognizes there is a need and willingly dedicates assets and resources to support this need. Students, faculty and paid legal staff work together to provide a sanctuary for those that have requirements but cannot afford to pay for quality legal assistance.

The Clinics offer students the opportunity to practice law before graduation. This process gives students the confidence and the skills to enter the practice of law immediately upon graduation with the ability to function as a sole practitioner or to join a law firm or government entity with skills already established and a high level of confidence about his or her abilities. Students participating in the program are licensed legal interns pursuant to the Oklahoma Supreme Court Student Practice Rules. They are encouraged to participate for at least two semesters to maximize the educational value of this clinical experience and to better serve their clients. A student earns three hours of credit each semester for participating in the College of Law Legal Clinic.

The Competitions Program

There are three types of skills competitions at the College of Law:
- Moot Court or Appellate Advocacy
- Mock Trials
- Lawyering Skills such as Client Counseling, Negotiation or Mediation

The College of Law participates in six to eight moot court competitions each year. Each of these competitions involves drafting a detailed legal brief and presenting oral arguments before a panel of judges simulating an appellate court of law. The College of Law also competes in trial advocacy competitions and legal skills competitions. The trial teams participate in a mock trial competition and advocate their client’s position in a district court setting. The legal skills competitions allow the students to simulate actual legal scenarios and are scored on the lawyer’s ability to address legal issues and the needs of their clients in competitions involving mediation, negotiation, and client counseling.

International Study Programs

Students at the OU College of Law are offered opportunities to study abroad through the summer program at Oxford, England, and through student-initiated programs in other host countries. Law students of other countries come to the College of Law under exchange agreements between their universities and the University of Oklahoma.

In the summer program at Oxford, courses are offered in a wide variety of legal subjects and meet all ABA and AALS requirements. Credit is granted by the University of Oklahoma College of Law and can be transferred to other law schools in the United States. For more information and an application form, contact Oxford Summer Program, OU College of Law, 300 Timberdell Road, Norman OK 73019-5081; phone (405) 325-4726; e-mail posborn@ou.edu.

In the past several years, students at the College of Law have created individual study programs at foreign law schools. Students participating in these programs attend regular classes and participate in all of the activities of the foreign law school. Such study programs are particularly relevant to those students who have an interest in international law or international business. If approved in advance by the College of Law and the American Bar Association, students can receive up to 30 hours credit toward their Juris Doctor at the University of Oklahoma. The University of Oklahoma has exchange agreements with 128 foreign universities. Students attending a foreign university or OU under an exchange agreement pay no tuition fees to the host university, only the regular fees where the student is earning a degree. A special individual study abroad program can be developed with the help of the University of Oklahoma Education Abroad office, 640 Parrington Oval, room 211, Norman OK 73019; phone (405) 325-1607; www.ou.edu/intprog/.
College of Liberal Studies

1610 Asp Avenue
Norman, OK 73072-6405

Phone: (405) 325-1061
Toll free: (800) 522-4389

Internet: http://www.ou.edu/cls

Table of Contents
Administrative Officers ....................................................336
Executive Committee of the College ......................................336
Mission of the College ........................................................336
General Information .................................................................336
   History of the College ........................................................336
   Faculty and Leadership ......................................................336
   General University Policies .............................................336
   Awards and Recognition ................................................336
   Scholarships ................................................................336
Undergraduate Study ..........................................................337
   Degree Offered .................................................................337
Graduate Study ................................................................337
   Degree Offered .................................................................339
General Information about the College of Liberal Studies ...341

Administrative Officers
James P. Pappas, Ph.D., Dean
Trent Gabert, Ph.D., Associate Dean
Sandra M. Gannon, B.L.S., Assistant to the Associate Dean
Russell Tresner, M.A.S., MLS Program Coordinator
Frank Rodriquez, M.L.S., BA in Liberal Studies Program Coordinator
Robert J. Dougherty, M.L.S., Coordinator, Departmental Computing Systems
James Morrison, M.L.S., Coordinator, Curriculum Development
Clint Hardesty, B.A., Coordinator, Recruitment
Mary Aldridge, M.P.A., Academic Adviser, Undergraduate Programs
Will Jacobs, M.H.R., Academic Adviser, Undergraduate Programs

Executive Committee of the College
A.F. Al-Assaf, M.D., M.P.H., Associate Professor, Health Administration
R.C. Davis-Undiano, Ph.D., Professor, English
Aimee Franklin, Ph.D., Associate Professor, Political Science
Irene Karpiak, Ph.D., Associate Professor, Educational Leadership and Policy Studies
Michael Mares, Ph.D., Professor/Curator Oklahoma Museum of Natural History
James Martin, Ph.D., Professor, Zarrow Center for Learning Enrichment
David Nagle, Ph.D., Associate Professor, Botany and Microbiology
Anthony Natale, Ph.D., Assistant Professor, Social Work
Mitchell Peck, Ph.D., Assistant Professor, Sociology
B. Byron Price, Ph.D., Professor, Art
Michael Richman, Ph.D., Professor, Meteorology
Mary Jo Watson, Ph.D., Associate Professor, Art

Mission of the College

The mission of the College of Liberal Studies is to provide the highest quality interdisciplinary education to non-traditional students. The College utilizes its setting within a comprehensive research university to enhance students’ skills as lifelong learners, thereby enriching their lives at the personal and professional levels and encouraging them to participate in the work of active citizenship.

Academic degrees and other programs of the College share the common goal of focusing on the study of issues and the examination of ideas from multiple, interrelated perspectives.

The two primary academic programs of the College, the Bachelor of Arts in Liberal Studies and the Master of Arts degrees, maintain interdisciplinary perspectives and flexible innovative approaches to content and procedures. While developed for nontraditional, adult, part-time students, some seminars, colloquia, and conferences of the College also serve students in conventional academic programs and the general public.

General Information

History of the College

The College of Liberal Studies was founded in 1960 by University of Oklahoma faculty members who perceived the need for degree-granting programs that could accommodate adult learners. With support from the Center for the Study of Liberal Education for Adults and the Carnegie Corporation of New York, the Bachelor of Liberal Studies program was among the first in the United States designed specifically for adult, part-time students. The first BLS students were enrolled in March 1961. In 2006, the name of the degree was changed to Bachelor of Arts in Liberal Studies (BALS). In 1967, the Master of Liberal Studies (MLS) was
authorized. In 2006, the Master of Liberal Studies was changed to Master of Arts in Liberal Studies (MA).

Program revisions and modifications through the years have led to:
- BALS/Self-Paced program, a self-paced independent study program for lower- and upper-division students;
- BALS/Online, a totally online bachelor’s degree program for lower- and upper-division students;
- BALS/On-site Administrative Leadership, a classroom-based bachelor’s degree completion program for upper-division students;
- MA/Integrated Studies, a self-designed independent study master’s degree program
- MA/Administrative Leadership (electronic delivery), a career-focused degree option completed totally online;
- MA/Museum Studies (electronic delivery), an online degree plan designed for working museum professionals.

The College of Liberal Studies is recognized nationally and internationally as a leader in adult and continuing, liberal education.

Faculty and Leadership

The College of Liberal Studies has no full-time appointed faculty. Instead, faculty from other colleges of the University of Oklahoma are invited to participate in Liberal Studies programs on the basis of their professionalism and commitment to the interdisciplinary, liberal learning goals of the College. Faculty members serve as independent study advisers, as seminar developers and directors, teach weekend courses, direct MA thesis projects, and assist in the development of new curricula and programs for the College.

Leadership for the College of Liberal Studies is vested in the Dean and an Executive Committee consisting of 13 elected faculty members and two student members. The committee helps the College fulfill its mission by serving in an advisory capacity on matters of program development, operation, and review.

General University Policies

Students enrolled in the College of Liberal Studies are subject to the University of Oklahoma’s general policies, scholastic regulations, and standards as outlined in the University’s General Catalog. Since the University’s policies and procedures are often intended for more conventional academic programs, some may require interpretative flexibility in light of the nontraditional nature of the College of Liberal Studies. Questions concerning policies or procedures should be directed to the College office.

Awards and Recognition

Students and faculty of the College of Liberal Studies participate in recognition and award programs of the University of Oklahoma and the College. The awards are supported through gifts to the University of Oklahoma Foundation. Each fall, a BALS student is recognized as the outstanding senior in the OU Dad’s Association award program. In the spring, an outstanding BALS graduate receives the Jesse E. Burkett Award named for an early College administrator. Likewise, the MA Academic Achievement Award recognizes an outstanding MA graduate for exemplary achievement. Also in the spring, a BALS students receives the annual George Henderson Leadership Award for displaying outstanding leadership ability in the BALS/Administrative Leadership program.

Faculty awards include the Kenneth E. Crook Award and the Rufus C. Hall Faculty Achievement Award, both named in honor of faculty founders of the BALS and MA programs. Faculty are selected for their teaching excellence and meritorious service to the College.

Scholarships

Alumni contributions also make possible the award of small scholarships ($100-$500) for students just starting their studies with the College. For information on these scholarships, contact the recruitment coordinator at the College of Liberal Studies.

Undergraduate Study

Degree Offered

- Bachelor of Arts in Liberal Studies

The College of Liberal Studies offers one undergraduate degree, the Bachelor of Arts in Liberal Studies (BALS). Three delivery format options exist for this degree program, offering adult learners maximum opportunity to earn the degree: BALS/Self-Paced Independent Study, BALS/Online, and BALS On-site Administrative Leadership. Students may enter the BALS program with any amount of prior college credit and may enter with either lower- or upper-division standing. Each program option leads to the BALS/Degree Completion Program.

GOALS OF THE BACHELOR OF ARTS IN LIBERAL STUDIES

BALS students gain greater self-awareness and a realization of their potential through the BALS curriculum, which is designed to help students achieve:
1. A greater ability for self-directed learning;
2. An improved ability in oral and written communication;
3. Knowledge of one’s own and other cultures;
4. An historical view of human cultural development-social, intellectual, scientific, artistic and philosophical;
5. Better understanding of the contemporary problems of humanity and of the probable directions and effect of change;
6. Increased understanding of major literary, scientific, and artistic works;
7. An ability to read, interpret, and evaluate the works of scholars and to utilize the methods of inquiry within the broad areas of humanities, natural sciences and social sciences;
8. Understanding of the humanities, natural sciences, and social sciences in sufficient depth and breadth to enable one to perceive relationships among these broad areas of knowledge.

BACHELOR OF ARTS IN LIBERAL STUDIES (BALS)

DEGREE COMPLETION PROGRAM

As a college dedicated to serving the needs of working adults, the BALS offers a “Degree Completion Program,” (DCP) which constitutes the last 42 hours of the BALS degree program. Students eligible for admission to the DCP may be able to complete their BALS degree in as little as 18 months.

Admission to the Degree Completion Program requires a 2.0 retention grade point average on all previously completed coursework, prior completion of all general education requirements, and at least 84 hours of transfer credit with at least 18 earned hours from four-year institution(s). To earn the BALS degree, students must have at least 126 credit hours. Sixty (60) of those hours must be earned from four-year institution(s). At least 42 of the hours must be upper-division (3000- to 4000-) level courses.

INTERDISCIPLINARY STUDIES

Programs offered by the College of Liberal Studies are built on the concept of interdisciplinary studies, a broad-based approach to academic studies, distinctly different from the narrow “disciplinary” approaches offered in more traditional degree programs. Rather than specializing in one particular discipline, Liberal Studies students acquire broad general knowledge in a variety of disciplines. In the social sciences area of knowledge, for example, students approach study topics from the multiple, yet interrelated, disciplines of anthropology, economics, geography, political science, psychology, and sociology.
Students are allowed to “concentrate” in one particular area of knowledge, gaining deeper knowledge and academic skills, culminating in a scholarly and focused study-in-depth.

**GRADES IN THE BACHELOR OF ARTS IN LIBERAL STUDIES PROGRAM**

All BALS options are letter-graded (A-F). Certain seminars and/or directed independent reading courses, however, may be S/U (satisfactory/unsatisfactory) graded. A grade of “S” signifies that work was at the “C” level or better, and is necessary for receiving credit for a course.

**PLACEMENT OF NEW STUDENTS**

Applicants will enter the BALS program as either upper-or lower-division students, depending on their past academic achievements:

**Lower Division**

Equivalent to the freshman/sophomore years of traditional programs, the lower-division level is open to students with 0-59 semester hours. Admission to the Lower Division requires a high school diploma or GED, and a 2.5 grade point average on any prior college credit hours. Lower Division students may use previous college credits to achieve advanced placement within the program. Advanced placement does not guarantee completion of general education requirements, and some Lower Division students may need to take courses outside the College to meet general education requirements.

Students may bring credit into the Lower Division from a variety of learning experiences. Credits earned through previous coursework, nationally standardized examination programs such as CLEP and PEP, and certain non-collegiate courses that have been evaluated for academic credit may be considered in the BALS policy of advanced placement by transfer of credit.

The Department of Independent Study at the University of Oklahoma administers several nationally standardized tests and offers correspondence courses. Contact the Independent Study office for more information.

Military training and some non-collegiate courses evaluated by the American Council on Education (ACE) may be considered in the College’s advanced standing policy. A tentative review can be provided prior to the application process.

A formal review of past academic work and appropriate transfer work will be completed at the time of admission and after all official records have been received. The student will be notified concerning placement in the program prior to enrollment.

**Upper Division**

Equivalent to the junior/senior years of traditional programs, admission to the Upper Division requires an Associate of Arts or Associate of Sciences degree, or 60 semester hours and completion of all applicable general education requirements. Upper Division students must have a 2.0 grade point average to be admitted to the College.

**UNIVERSITY-WIDE GENERAL EDUCATION REQUIREMENTS**

General education requirements of the University of Oklahoma may be fulfilled by completing designated BALS courses. Prior to entering the BALS/Self-Paced Upper Division, the BALS/Online Upper Division, or the BALS/Administrative Leadership On-Site, students are responsible for completing all general education prerequisites. Transcripts of entering students are assessed to determine applicable general education requirements. Students who have more than 60 hours but who have not completed all general education requirements are still eligible for admission to any BALS upper-division option. Contact the College for more information.

For students who initially began and completed at least one credit hour prior to September, 1990, the following four general education courses are required for full admission to the Upper Division: English Composition I, English Composition II, American history, and American government. Students who began their college work after September 1990 enter the BALS under new general education guidelines. Refer to the General Education section of the University’s General Catalog for complete information.

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**Bachelor of Arts in Liberal Studies/Self-Paced Independent Study**

The Bachelor of Arts in Liberal Studies/Self-Paced Independent Study is accomplished by combining self-paced independent study courses with short seminars on campus or online elective courses. Students are guided by faculty mentors through courses that encompass three broad areas of knowledge: humanities, social sciences, natural sciences or administrative leadership. Students also select a “concentration” in one of these areas, completing at least three upper-division courses in their chosen area of knowledge.

Independent study courses consist of directed independent readings, extensive writing and research assignments, and/or completion of study guide questions. Students move through this option at their own pace, either accelerating or delaying completion of course and degree assignments as their schedules allow.

Students in this program option may also fulfill some degree and course requirements by attending short-term seminars on campus. Seminar delivery formats vary throughout the year, with seminars offered on weekdays, weekends, or in intensive day-long sessions over a 5-10 day period.

**Bachelor of Arts in Liberal Studies/Online**

Courses in the Bachelor of Arts in Liberal Studies/Online are offered in eight-week modules. Students in this option may choose to carry two courses the first eight weeks and two courses the second eight weeks of the semester. Doing so allows the student to make full-time progress (12 hours each semester) toward completion of the degree.

The BALS/Online option is open to Upper and Lower Division students. Students complete significant independent study curricular assignments in an online environment. Students in the BALS/Online option must complete independent study units within the eight-week time frame.

The BALS/Online program enters students into a new and exciting kind of learning: Internet learning. Curricular material is delivered to BALS/Online students over the Internet. Students complete reading and writing assignments enhanced by research conducted online. Written assignments are submitted and returned via e-mail or an online course management system such as Desire2Learn.

Although students must complete enrollments within an eight-week time frame, study completed during the course is asynchronous. Students can complete the study assignments at times that are convenient to their work and family schedules. There are no requirements for synchronous online chatroom or online virtual classroom presence.

The BALS/Online program follows a philosophy of interdisciplinary study. Curriculum within the study units is not delineated along traditional academic disciplines, but rather requires students to take broad ranging approaches from multiple disciplinary perspectives. The goals of the BALS/Online are the same as the goals of the BALS/Self-Paced program.

Students in the BALS/Online option may choose to attend seminars on campus alongside other CLS students for elective credit. The thematic approaches of these seminars are designed to augment learning conducted in the Internet guided study units. Enrollments and admission criteria for the BALS/Online are the same as for all CLS students.

**Bachelor of Arts in Liberal Studies/On-Site**

The Bachelor of Arts in Liberal Studies/On-Site is the classroom alternative program, and offers specific, career-related knowledge along with the broadened perspectives of a liberal arts education. The BALS/On-Site is designed as an 18-month degree completion program. Admission to this option requires a 2.0 retention grade point average on all previously completed coursework, prior completion of all general education requirements, and at least 84 hours of transfer credit with at least 18 earned hours from four-year institution(s). To earn the BALS degree, students must have at least 126 credit hours. Sixty (60) of those hours must be earned from four-year institution(s). At least 42 of their hours must be upper-division (junior-senior) level courses.
Students with fewer than 84 hours are eligible for admission to the BALS/On-Site, but may take longer than 18 months to complete all degree requirements.

BALS/On-Site students complete 14 courses (42 credit hours) in an 18-month time frame. In keeping with the nontraditional nature of the College, courses are held on weekdays or weekends and students complete significant independent study tasks as part of an assigned student study team.

BALS/On-Site course are offered in eight-week modules. A full-time semester load will include two courses the first eight weeks and two courses the second eight weeks of each fall and spring semester, and two courses during the summer session.

**BACHELOR OF ARTS IN LIBERAL STUDIES**

**DEGREE REQUIREMENTS**

**General Education Requirements**

**Symbolic and Oral Communication**

- ENGL 1113
- ENGL 1213 or EXPO 1213
- MATH 1473 or LSTD 1413, Math for Liberal Studies
- Foreign Language 0-10 hours; students who have completed two years of high school foreign language are exempt from the general education foreign language requirement.

**Natural Sciences**

- LSTD 2423, Science as a Process, (no laboratory)
  One Natural Science course with a laboratory component

**Social Sciences**

- P SC 1113 or LSTD 1323, Governing Ourselves
  One Social Sciences course

**Humanities**

- HIST 1483 or HIST 1493, History of the United States
  One Understanding Artistic Forms course**
  One Western Civilization and Culture course**
  One Non-Western Culture course**

**Senior Capstone Experience**

- LSTD 4953, Study in Depth

*Students who began their higher education studies prior to Fall 1990 need only to complete 12 hours of general education requirements which include: ENGL 1113, ENGL 1213 or EXPO 1213, P SC 1113 and HIST 1483 or HIST 1493.

**One of these courses must be at the upper-division level.**

**Lower-Division Requirements (30 hours)**

- LSTD 1003, Introduction to Interdisciplinary Study
- LSTD 1213, Creativity in the Arts
- LSTD 1313, What in the World are the Social Sciences?
- LSTD 1323, Governing Ourselves
- LSTD 1423, Introduction to Interdisciplinary Physical Sciences
- LSTD 2213, The Humanistic Tradition: Prehistory through Renaissance
- LSTD 2223, The Humanistic Tradition: Renaissance to Modern World
- LSTD 2313, The Human Experience: The Role of Culture
- LSTD 2323, Human Groups and Distribution of Resources
- LSTD 2413, Interdisciplinary Life Sciences

**Upper Division Requirements (30 hours)**

- LSTD 3233, Humanities of the Ancient World …………………….. 3
- LSTD 3243, Humanities of the Modern World ………………………. 3
- LSTD 3333, Human Arrangements …………………………………… 3
- LSTD 3343, Challenges in a Changing World ……………………….. 3
- LSTD 3433, The Dynamic Universe ………………………………….. 3
- LSTD 3443, Ecology and Evolution ………………………………….. 3
- LSTD 3503, Interdisciplinary Inquiry ………………………………… 3
- LSTD 3953, Study in Depth Prospects……………………………... 3
- LSTD 4700, Advanced Topics in Liberal Studies…………………... 3
- LSTD 4800, Investigative Studies in Liberal Studies………………. 3

**Upper-division Concentration (nine hours)**

Students must also complete a minimum of nine hours in one of the following areas: Humanities, Social Sciences, Natural Sciences, Administrative Leadership. Courses may be chosen from lists available from the Liberal Studies undergraduate coordinator.

**TOTAL CREDIT HOURS REQUIRED** - 126

Complete course descriptions may be found at the following site: [http://catalog.ou.edu/courses/courses.htm](http://catalog.ou.edu/courses/courses.htm)

### Graduate Study After Bachelor of Arts in Liberal Studies Degree

The BALS satisfies the baccalaureate degree requirement for admission to the Graduate College of the University of Oklahoma and other graduate institutions. Some graduate programs may require the completion of specific courses for full graduate standing in the major and/or minor fields of study. It is important to inquire and learn of specific requirements before making application to a graduate program.

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### Graduate Study

**Degree Offered**

- **Master of Arts**

Like all graduate programs at the University, the Master of Arts is a program administered by the University of Oklahoma Graduate College. To be eligible for admission to the graduate program, students must have an earned bachelor’s degree from a regionally accredited institution of higher learning and must meet other admission requirements as mandated by the graduate program.

**GOALS OF THE MASTER OF ARTS**

The program is designed to help a student gain:

1. Greater openness to new ideas and possibilities.
2. Enhanced skill to pursue major problems or themes through the interrelationships that connect disciplines to each other.
3. A higher level of competence in the evaluation of information, ideas, opinions, and value systems.
4. Increased effectiveness in applying theoretical knowledge and understanding to professional situations.
5. An enhanced capacity for creative thinking.
7. Improved ability in oral and written communications.
8. The ability to function and thrive in a rapidly changing society.

There are several program options in the 33-credit hour Master of Arts degree, all of which share core interdisciplinary courses and have the same program completion requirements. All MA program options emphasize interdisciplinary liberal learning that develops analytical and critical skills as well as communication skills.

- **MAIntegrated Studies** — a program option combining core courses with individualized content for those individuals who want to study a unique topic from multiple perspectives to further career or personal goals.
- **MAAdministrative Leadership (electronic delivery)** — an online program option with pre-designed curriculum combining core courses with a series of courses focused on the principles of leadership and their application to the workplace.
- **MA/Museum Studies (electronic delivery)** — an online program option with pre-designed curriculum combining core courses with a series of museology courses for individuals active in museum and related fields. Students must have access to a museum to meet some of the program requirements.

All MA options emphasize interdisciplinary, liberal learning and are designed for students who want graduate-level study that allows them to bring together their practical experience and formal learning. This degree is ideally suited for the person who has reached a certain level of achievement, community responsibility, or professional standing but who wants additional education to enhance analytical thinking, critical judgment, and informed decision making.
MA/Integrated Studies

In this degree program, students develop an individualized, interdisciplinary course of study with faculty mentors. MA students integrate topics of study from the humanities, social sciences, or natural sciences. For advisement about study options, call the College of Liberal Studies.

The success of MA students has shown that virtually any topic can be channeled through the interdisciplinary approach of the program. MA students have studied such diverse topics as the role of television in political campaigns, the status of women in antiquity, management and business theories in transition, ethno-history of American Indians, developments in American literature and culture, international politics, changes in the technology of weather prediction, 18th-century English landscape art, and the human genome project.

Students in the MA/Integrated Studies program progress at a self-determined pace. Independent study enrollments are for one year with extensions possible. Students have up to five years to complete the degree program. All courses other than required core interdisciplinary courses are “Satisfactory/Unsatisfactory” graded.

PROGRESS THROUGH THE MA/Integrated Studies

Students earn the MA/Integrated Studies degree option by completing several independent directed reading enrollments and by completing a thesis or non-thesis option at the end of the program. MA/Integrated Studies students complete the following courses:

Core Courses (nine hours)
LSTD 5003, Introduction to Graduate Interdisciplinary Study ........3
LSTD 5013, Interdisciplinary Foundations ...................................3
LSTD 5903, Research Methods ................................................3

Concentration Courses (nine hours) from the following:
LSTD 5213 (Humanities) .................................................................3
LSTD 5313 (Social Sciences) ............................................................3
LSTD 5413 (Natural Sciences) .........................................................3

Electives (nine hours), chosen from the following or other courses as approved: .................................................................9
LSTD 5790, Advanced Topics
LSTD 5890, Investigative Interdisciplinary Studies
LSTD 5960, Directed Readings
LSTD 5943, Advanced Seminar

Completion (six hours) from one of the following: .........................6
LSTD 5940, Research Project
LSTD 5950, Internship
LSTD 5980, Master’s Thesis
Advanced Coursework

TOTAL CREDIT HOURS REQUIRED — 33

MA/ Administrative Leadership
(electronic delivery) Option

The MA/Administrative Leadership is an online program which students complete through Internet courses that combine traditional readings and research with web-based materials. All assignments are sent via email and any group activities are conducted through the Internet. The MA/AL option courses are semester enrollments and letter-graded. MA/ Administrative Leadership students complete the following courses:

Core Courses (nine hours)
LSTD 5003, Introduction to Graduate Interdisciplinary Study ........3
LSTD 5013, Interdisciplinary Foundations ...................................3
LSTD 5903, Research in Interdisciplinary Studies ........................3

Concentration Courses (nine hours)
LSTD 5623, Theories of Management & Leadership
LSTD 5633, Organizational Cultures
LSTD 5643, Individual and Leadership

Electives (nine hours) chosen from the following or other courses as approved: .................................................................9
LSTD 5654, Ethics and Leadership
LSTD 5663, Perspectives on Leadership
LSTD 5673, Special Problems in Leadership
LSTD 5790, Advanced Topics
LSTD 5890, Investigative Interdisciplinary Studies
LSTD 5960, Directed Readings

TOTAL CREDIT HOURS REQUIRED — 33

MA/Museum Studies Option (electronic delivery)

The MA/Museum Studies is an online program although there are several opportunities for students to study on the OU campus for brief periods if they choose. The option serves the career-development needs of individuals who work in museums and related institutions. Those initially trained in museum work and those coming into the profession from other disciplines get a focused, integrated approach to museum studies with practical application for the various dimensions of museum work. Interaction with other museum professionals and faculty members affords perspectives from various institutional settings, adding to the knowledge base of each student.

PROGRESS THROUGH THE MA/Museum Studies

The MA/Museum Studies is an online program although there are several opportunities for students to study on the OU campus for brief periods if they choose. The option serves the career-development needs of individuals who work in museums and related institutions. Those initially trained in museum work and those coming into the profession from other disciplines get a focused, integrated approach to museum studies with practical application for the various dimensions of museum work. Interaction with other museum professionals and faculty members affords perspectives from various institutional settings, adding to the knowledge base of each student.

Core Courses (nine hours)
LSTD 5503, Introduction to Graduate Interdisciplinary Study ........3
LSTD 5513, Interdisciplinary Foundations ...................................3
LSTD 5903, Research in Interdisciplinary Studies ........................3

Concentration Courses (nine hours)
LSTD 5523, The World of a Museum
LSTD 5560, Museum Project
One course from the following list:
LSTD 5553, History and Architecture of Museums
LSTD 5563, Museum Management and Leadership
LSTD 5573, Museums, Cultures, and Communities
LSTD 5583, Collections Management

Electives (nine hours) chosen from the following or other courses as approved: .................................................................9
LSTD 5553, History and Architecture of Museums
LSTD 5563, Museum Management and Leadership
LSTD 5573, Museums, Cultures, and Communities
LSTD 5583, Collections Management
LSTD 5570, Special Problems in Museology
LSTD 5590, Special Problems
LSTD 5790, Advanced Topics
LSTD 5890, Investigative Interdisciplinary Studies
LSTD 5960, Directed Readings

TOTAL CREDIT HOURS REQUIRED — 33
Completion (six hours) from one of the following: ..................6
LSTD 5940, Research Project
LSTD 5950, Internship
LSTD 5980, Master’s Thesis
Advanced Coursework

TOTAL CREDIT HOURS REQUIRED — 33

Students and graduates of the MA Museum Studies program work in art
galleries, natural history museums, historical museums and societies,
military museums, zoos, park and recreation facilities, and private
collections. They have various responsibilities such as curatorship, exhibit
management, fund raising, administration, education, conservation, and
public relations.

THEESIS AND NON-THESIS OPTIONS

Students in the MA options may elect to complete either a thesis or a
non-thesis option at the end of their program of study. In the thesis option,
students carry out research, write a thesis which they defend before a
committee of three faculty members. In the non-thesis option, students
select a research project or an internship to complete the program, and
take a comprehensive examination over their course of study. A third
non-thesis option requires a student to take six hours of advanced coursework
related to his/her topic of study. There is a written comprehensive examination
in this option.

ADMISSION

Admission to the MA program requires that students apply for and be
admitted to the Graduate College of the University of Oklahoma and the
College of Liberal Studies.

Regular admission to the Graduate College requires a baccalaureate degree
from an accredited institution with an undergraduate grade-point average
of 3.0 on a 4.0 scale on the last 60 hours of undergraduate work. All prior
graduate-level work will be considered. The grade point average on
graduate work must be 3.00 or above.

“Conditional” admission may be considered if the grade point average is
below but close to 3.0. The College reviews the total CLS application
package, including applicant essay, to determine admissibility to the
program with a low grade point average.

The College of Liberal Studies must receive all application materials and
official transcripts from all colleges and universities previously attended
before the admission procedure can begin. All these materials should be
submitted directly to the College of Liberal Studies. The admissions process
begins after the OU and supplemental MA applications, transcripts,
application essay, résumé, and application fee payment are on file in the
College. Admitted applicants will receive notification of admission and
registration information concerning the next scheduled enrollment period.
Upon admission to the College, applicants have up to one year to enroll.
Applicants should complete the admission process at least six weeks prior
to the anticipated first enrollment.

The College reserves the right to cancel any course two weeks prior to the
starting date if there is not sufficient enrollment.

GRADUES IN THE MASTER OF ARTS

Students in the MA options will receive letter grades for some enrollments,
and S/U grades for others. Grades are “S,” for Satisfactory, and “U,” for
Unsatisfactory. For graduate students an S grade is given for work at the
level of B or better. For more information, contact the College.

General Information About the College Of Liberal Studies

ADMISSION TO THE UNIVERSITY OF OKLAHOMA

College of Liberal Studies students must be admitted to the University of
Oklahoma. Admission to the College does not imply that an applicant is
admissible to other academic divisions of the University. Master of Arts
students must also be admitted to the Graduate College. Information and
questions concerning admission should be directed to:

The University of Oklahoma
College of Liberal Studies
1610 Asp Avenue
Norman, OK 73072-6405
Phone: 405-325-1061; Toll-free: 800-522-4389; Fax: 405-325-7132
e-mail: cls@ou.edu.

Applications and official transcripts should be mailed directly to Continuing
Education Admission and Records (CEAR) 1700 Asp Avenue, Suite 220,
Norman, OK 73072. The official application includes instructions for
supplemental written statements that will be included in the application
folder. If necessary for admission review, the admission committee may request
additional information.

Specific criteria required for admission review are as follows:
1. The admission process will begin after a complete application folder has
been assembled at the College.
2. A complete application folder includes the OU application and CLS
supplemental application forms, the appropriate application fee, official
transcripts from each institution attended, a current resume and a
statement of purpose.
3. All application materials will be considered in the admission process.
4. Registration information will be sent to admitted applicants along with
notification of admission.

APPLICATION DEADLINES

The College follows application deadlines as printed on the OU/CLS
application. Application for admission to the College of Liberal Studies can
be made at any time of year, and students are encouraged to apply as early
as possible to complete the admission process well in advance of anticipated
attendance. The application is accompanied by supplemental materials
described on the application form and in the section above. Official transcripts
from all previously attended institutions must be provided to complete the
application folder.

FEE STRUCTURE AND PAYMENT

The application fee should accompany the application for admission and
should be sent directly to Continuing Education Registration and Records.
In both the Bachelor and Master of Liberal Studies programs, course fees
and tuition are paid through the University of Oklahoma Office of the
Bursar. Payment options are available and will be described on the bill
students receive from the Bursar. For other information, contact the Bursar
at (405) 325-3121.

RESIDENT/NONRESIDENT STATUS

Fees are based upon a student’s status as a resident or nonresident of the
State of Oklahoma. Students are usually considered residents if they meet
the following general criteria: a) they have lived in Oklahoma for a period
of 12 months and have not been attending school; b) they have recently
married an Oklahoma resident; or c) they have recently moved into
Oklahoma to work full-time.

Students stationed in Oklahoma during full-time military service will not be
considered Oklahoma residents. They are, however, entitled to a non-resident
tuition waiver, providing a statement of military status in Oklahoma is
provided to the College of Liberal Studies each semester before or at the
time of fee payment. Documentation of military status in Oklahoma can be
obtained from the base education office. This also applies to spouses and
children of those stationed in full-time military services in Oklahoma. The final determination for resident status is made by the University’s Admissions and Records office.

ENROLLMENT AND STATUS
Admission status is effective for one year. If an admitted applicant does not enroll within one year, an application for readmission must be filed.

REFUND POLICY
A student withdrawing completely from a College of Liberal Studies program may be entitled to a refund. Contact the College for the refund policy of each program option.

TUITION ASSISTANCE
University scholarships are generally not available to Liberal Studies students, although some loan programs are accessible to qualified individuals. It takes a minimum of four months to process financial aid materials, therefore, the process to apply for financial aid should begin approximately six months prior to the desired entrance date. For information concerning any financial aid matter, contact Financial Aid Services, (405) 325-2929 or lsaid@ou.edu.

Several federal, state, and local government agencies provide tuition assistance and other support for selected personnel. Likewise, many business and industrial corporations have educational assistance programs available for their employees. Prospective Liberal Studies students are urged to explore these types of assistance. Those who receive financial support must see that necessary authorization is forwarded to the College of Liberal Studies. Students are responsible for knowing and meeting any criteria in respect to their enrollment status and their financial support.

OTHER EXPENSES
In addition to program fees and tuition, students will be responsible for obtaining their books and study materials. Students will also assume responsibility for travel and living expenses associated with attending seminars as well as any material or field trip fees.

VETERAN’S BENEFITS
Veterans and their dependents eligible for education assistance in the College of Liberal Studies can receive reimbursement for tuition and fees. The students make payments to the University Bursar’s Office at the appropriate times, and the Veterans’ Administration payments are sent directly to the student. The veteran should contact a local VA office to obtain the appropriate form, either 22-1995 or 22-1990, which should be forwarded with the application materials. The Office of Admissions and Records will certify eligibility and enrollment to the VA office.

UNIVERSITY HOUSING AND FOOD SERVICE
Students attending seminars who require housing may stay in facilities available at the Oklahoma Center for Continuing Education (OCCE). The range of housing accommodations varies from conventional hotel services to private or shared facilities. Food and other services are available in the campus vicinity. Residence at the University is not required but is encouraged in order to facilitate association with other students and closeness to the Bizzell Memorial Library and other facilities and services.

For more information concerning housing facilities and to make housing reservations, contact: OCCE Housing, 1700 Asp, Norman, OK 7307-6400, or telephone (405) 325-1011.

UNIVERSITY SERVICES AND OPPORTUNITIES
College of Liberal Studies students have the same rights and responsibilities as other University students with respect to participation in most University programs and services such as the Scholar-Leadership Enrichment Program, athletic events, museums, cultural and other activities. Some services for which conventional students pay an activity fee, such as the Goddard Health Center and the Huston Huffman Center, will be available to Liberal Studies students for a use or service charge.

GRADUATION
Students will become a candidate for the Bachelor of Arts in Liberal Studies degree or Master of Arts degree upon completion of all requirements. Degrees are conferred at University graduation dates in August, December, and May. Commencement ceremonies are held in May.
Department of Aerospace Studies

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e-mail: afrotc675@ou.edu

The Air Force Reserve Officer Training Corps (ROTC) program at OU, rated in the top 10 percent of all AFROTC programs in the entire nation, offers men and women the opportunity to earn a commission as an Air Force officer while they complete their requirements for a bachelor’s or graduate degree. Interested students may “try out” Air Force ROTC without any obligation or commitment. Any student completing the entire program will earn a minor in Aerospace Studies.

The cornerstones of the program are the Air Force Core Values of Integrity, Excellence, and Service Before Self. Within the framework of these values, students will learn about the profession of arms, Air Force history, management, leadership techniques, and national security issues. An emphasis on communication skill development permeates the entire program.

Because of the complex systems Air Force officers operate and manage on a daily basis, the Air Force needs students with technical degrees. Ultimately, however, the Air Force is looking for quality individuals in any major who aspire to the Air Force Core Values.

Students interested in a challenging and rewarding opportunity to work with some of our nation’s best young men and women should visit or call the department.

You may also contact us via e-mail at afrotc675@ou.edu, or our web page at http://www.ou.edu/rotc/air-force/.

The Air Force ROTC Program

In addition to the traditional four-year program, Air Force ROTC offers programs for students at almost any point in their college career, including graduate students. Call the Department of Aerospace Studies to see if you qualify for admission.

GENERAL MILITARY COURSE (GMC)

The General Military Course (GMC) consists of four Air Force ROTC courses and concurrent enrollment in a laboratory section. Each course is one semester hour of credit. Normally, one course is taken each semester of the freshman and sophomore years; however, all four courses can be completed during the sophomore year with permission of the Department Chair.

FIELD TRAINING

You will attend four or six weeks of field training at a designated Air Force Base, normally between your sophomore and junior years. Field training is rigorous and will stretch your limits. It includes physical conditioning, weapons and tactical training, plus many opportunities to learn and practice leadership skills that will be invaluable to you throughout your career. The Air Force will pay for your travel to field training, and you will be paid for the time spent in training. After this training, you will become a member of the Professional Officer Course (POC).

PROFESSIONAL OFFICER COURSE (POC)

The Professional Officer Course (POC) consists of two full academic years and the successful completion of four upper-division courses and concurrent enrollment in a laboratory section. Admission to this program is restricted to full-time students with at least junior standing. Entry into the Professional Officer Course is competitive and requires the approval of the Professor of Aerospace Studies. Upon completion of entry requirements, students are enlisted in the inactive Air Force Reserve and agree to accept a commission as a second lieutenant subsequent to their graduation from the University. All students enrolled in the Professional Officer Course receive between $350 and $400 per month during the academic year.

Scholarships

The objective of the AFROTC scholarship program is to attract highly qualified men and women who demonstrate dedication, willingness to accept responsibility, creative thinking and the ability to communicate with clarity and precision. Scholarships are available in lengths up to four years. Some scholarships are awarded on a nationally competitive basis to students who meet the age and academic requirements. Some scholarships (Express) are not given on a competitive basis, but rather as an incentive to students with certain majors that are of need to the Air Force in a given time frame. AFROTC scholarships pay some or all costs of tuition, enrollment fees, incidental fees, and a book stipend. Scholarship students also receive between $250 and $400 per month (tax free) during the academic year.
HIGH SCHOOL SENIORS OR GRADUATES

Competitive scholarships are available to high school seniors and high school graduates not enrolled full-time in college. Although the Air Force needs engineering, mathematics, computer science, meteorology, physics and nursing majors, many scholarships are also available to those in non-technical degree programs including foreign languages.

Students must apply for scholarships online at www.afrotc.com. Applications must be completed before December 1 of your high school senior year; early application is to your advantage. Selection boards convene periodically between October and April. Scholarship applications will be evaluated in the following areas:

- SAT or ACT scores;
- GPA and class standing;
- record of extracurricular activities including leadership activities;
- personal interview by an Air Force representative;
- meeting appropriate Air Force commissioning standards, including a Department of Defense medical examination;
- acceptance and attendance at a college or university offering Air Force ROTC.

MEDICAL SCHOOL SCHOLARSHIPS

Students on track for medical school may apply for and if accepted, attend medical school under the Armed Forces Health Professions Scholarship Program. This program pays for the cost of medical school and also provides the student with a monthly living expense.

UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES (USUHS)

The USUHS is another program that allows you to continue your education by providing four years of medical school to eligible AFROTC cadets. USUHS is a DOD medical school, where students attend for no cost. As an AFROTC cadet accepted to USUHS, you will be assigned to Bethesda, Maryland. In addition to traditional medical training, you will also receive DOD-specific medical training.

Upon arrival at USUHS, you will be commissioned as a second lieutenant and be on active duty while attending medical school. You will receive the pay, allowances and benefits of an active duty officer.

COMMISSIONING REQUIREMENTS THROUGH AIR FORCE ROTC

All requirements must be met for a degree according to the University of Oklahoma, as well as completion of certain courses required by the Air Force.

Air Force ROTC Benefits

Air Force ROTC can help students with the high cost of earning a college degree. As an Air Force ROTC cadet, you may be entitled to many benefits including:

- college tuition, textbooks, laboratory, and incidental fees (for those on scholarship);
- monthly tax-free allowance ranging from $250 to $400 for cadets in the Professional Officer Course and scholarship recipients;
- free Air Force uniforms and free textbooks for on-campus ROTC and field training courses. (Room, meals and salary are paid during field training);
- management training and opportunities to apply leadership principles;
- academic credit for Air Force ROTC classes. (The University of Oklahoma also offers a minor in Aerospace Studies);
- travel on military aircraft on a space-available basis for scholarship recipients and those in the Professional Officer Course;
- orientation flights aboard Air Force aircraft;
- visits to Air Force bases;
- opportunity to delay entering active duty while pursuing a graduate degree; and
- a challenging job after graduation as a leader.

In addition to these benefits, participants appreciate the team spirit that comes with being a member of Air Force ROTC, and enjoy social and extracurricular activities.

AIR FORCE BENEFITS

The Air Force offers a competitive benefits package as compared to other career opportunities upon completion of an undergraduate or graduate degree. Benefits include:

- a good starting salary with regular pay raises;
- tax-free housing and food allowances;
- 100 percent of graduate tuition costs;
- 30 days vacation with pay each year starting the first year;
- comprehensive medical and dental care;
- low-cost life insurance;
- on-base shopping at reduced prices;
- a wide variety of recreational facilities;
- the satisfaction of a challenging career serving your country; and
- the opportunity to work with some of the best men and women from across the country.

Cadets Katie Paton, Joshua Thomas, and Andrew Heckathorn are shown participating in an Air Force ROTC Leadership Lab.

Department of Military Science

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Military Science is an elective course of study which prepares both men and women to be commissioned as second lieutenants in the Active Army, Army National Guard or Army Reserve while they earn their college degree. Military Science courses are offered during fall and spring semesters. The first two years of instruction are open to all students and the courses require no more time than other college-level courses. Non-scholarship students incur absolutely no obligation during the first two years. All courses are college accredited.

BASIC COURSE

Open to freshman and sophomore students. The courses stress leadership and management training with emphasis on self-development through action-oriented instruction. There is a physical fitness requirement of three times a week.
ADVANCED COURSE FOR STUDENTS WHO DESIRE TO BE COMMISSIONED AS OFFICERS

Admission is competitive and requires the student to be fully qualified to receive a commission in the United States Army. The last two years require four semesters to complete and include a six-week summer training session, which is accomplished while a student is in either undergraduate or graduate school. Students in the advanced program incur an active duty or reserve component commitment. All students enrolled in the advanced program receive $300 to $500 per month for a maximum of ten months in each of the two academic years. Additionally, advanced course students receive approximately $800 for the summer training session.

TWO-YEAR PROGRAM

Two-year college transfers and students who did not enroll in the basic course may qualify for the advanced program by attending a four-week off-campus summer camp prior to the start of the advanced course. Applicants for the two-year program should visit the Department of Military Science in order to complete the necessary requirements for attendance. Students must have at least two academic years remaining in order to be eligible. Students will be eligible to compete for a two-year scholarship. Students with prior military training receive placement credit for the basic course.

SCHOLARSHIPS

The objective of the Military Science scholarship program is to attract highly qualified officer candidates who demonstrate a high degree of maturity, responsibility, ability to communicate with clarity and precision, and ability to think critically and creatively. All scholarships pay tuition, books ($450 per semester), lab fees and a monthly allowance, between $300 and $500. The majority of the students incur a four-year active duty obligation to the Army; however, a limited number of scholarship students can fulfill their obligation by serving with the U.S. Army Reserves or National Guard.

Campus-Based Scholarship Program

Several two, three, and four year scholarships are available on a competitive basis at the campus level. High school seniors apply by completing an application by either accessing the ROTC web site at [http://www.goarmy.com/rotc/](http://www.goarmy.com/rotc/), calling 1-800-USA-ROTC, or contacting the Department of Military Science. Two and three-year scholarships are also available on a competitive basis to all qualified students, whether enrolled in ROTC or not. Students can apply for these scholarships by contacting the Department of Military Science in early January. All majors offered at OU are acceptable programs for a scholarship. Additionally, some scholarships can include a Guaranteed Reserve Forces Duty addendum, allowing the student to fulfill the military service requirement after graduation with the U.S. Army Reserves or National Guard.

PAY AND ALLOWANCES (FINANCIAL ASSISTANCE)

All students enrolled in Military Science are furnished with necessary equipment and uniforms at no cost. All advanced course students (juniors and seniors) are paid a modest allowance for a 10-month period of time during the last two years of the program. Additionally, advanced course students will receive approximately $800 during the four-week (32-day) summer training session between their junior and senior year in the program.

POSTGRADUATE STUDIES

It is possible for students to enter graduate study programs such as medical school, law school and master’s programs and receive a deferment from active duty until they have completed their degree.

COMMISSIONS OFFERED

All qualified students who complete their Military Science and degree requirements will be commissioned as second lieutenants in either the Active Army, Army National Guard or Army Reserve.

OPTIONS

Upon entrance into the advanced course, a non-scholarship student may request a Reserve Forces Duty contract to be commissioned in the Army Reserve or Army National Guard. Students with Reserve Forces Duty contracts are only required to be on active duty for a period of 90 to 180 days. This period will be devoted to attendance at the Basic Officer’s Course. Time on active duty varies upon length of course. Following this training, the officer will then serve eight years with a Reserve or National Guard unit in his/her community.

BENEFITS

Students who complete the program receive a commission and fulfill their military service obligation on active duty receive the following benefits:

- entry-level position at mid-level management at the rank of second lieutenant;
- starting pay and allowances of approximately $37,000 per year with an automatic promotion at 18 months;
- 30 days paid vacation annually;
- full medical and dental benefits;
- $250,000 low cost life insurance;
- valuable work and leadership experience in a variety of career fields, making you much more marketable in the civilian sector upon finishing the military service obligation;
- tax-free housing and food allowances in addition to base pay; and
- the satisfaction and personal pride associated with service to country.

Even those who do not complete the program will receive valuable, marketable leadership training which will pay dividends in any civilian position.

VETERANS

Approved veterans and students with Military Reserve and National Guard experience may be given credit for the first two years of Military Science. Students receiving advanced placement credit may be enrolled as juniors in ROTC. All advanced placement credit students will receive the financial assistance mentioned above. Veterans will receive this financial aid in addition to their GI Bill benefits. Veterans, Military Reserve and National Guard students are also eligible to compete for scholarships.

SIMULTANEOUS MEMBERSHIP PROGRAM

The Army ROTC/Selected Reserve Simultaneous Membership Program (SMP) allows enlisted members of the National Guard and Reserve to enroll in advanced ROTC courses. In addition, ROTC advanced course cadets may now enlist as officer trainees in Army National Guard or Army Reserve units. Participants will be given the rank of cadet, will drill with Reserve Component units as officer trainees, and receive E-5 drill pay.

GREEN TO GOLD

The Army ROTC Green to Gold program is available to those students currently on active duty and will have two years of active duty before starting school and meet the minimum requirements for admission. There is also Active duty Green to Gold four-year, three-year, and two-year scholarships available if the student meets the eligibility requirements. Students interested in these opportunities should contact the Military Science Department.
Department of Naval Science

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The Naval ROTC is a highly competitive program maintained for one purpose — to educate and train qualified men and women for service as commissioned officers in the Navy or Marine Corps. The officer’s commission is earned by the successful completion of degree requirements in the student’s chosen academic field of study, and the completion of the naval science curriculum. The increasingly technical complexion of today’s military prompts many NROTC midshipmen to enroll in demanding majors that will place them at the forefront of tomorrow’s technology. The Naval ROTC program consists of specific naval technical courses, University courses, and leadership development seminars. No military obligation is incurred until a student accepts a scholarship. In addition to their diploma at graduation, a NROTC graduate is commissioned and guaranteed a job as a manager and leader, as well as the exciting opportunity to proudly serve our country.

The military commander of a Naval ROTC Unit is either a Captain in the Navy or a Colonel in the Marine Corps. As the Professor of Naval Science, he is also a member of the University faculty. The University of Oklahoma has the only Naval ROTC program in the State.

ELIGIBILITY

Naval Science courses are open to all accepted University of Oklahoma students. The courses are accredited.

ROTC OFFICER ACCESSION PROGRAM

Applicants for the Naval ROTC Officer Accession Program must be within age requirements, accepted by the University, and physically qualified. Additionally, the individuals should have demonstrated a satisfactory record of moral integrity, scholarship, and participation in extracurricular activities, and should manifest potential officer characteristics. Students accepted for the Officer Accession Program must have no moral obligation or personal convictions that would prevent them from conscientiously bearing arms and supporting and defending the Constitution of the United States against all enemies foreign and domestic.

To qualify, the applicant must be at least 17 years of age on or before September 1 of the year of enrollment and less than 27 years of age on June 30 of the calendar year in which he/she is commissioned. The Professor of Naval Science may request an age waiver for applicants who will be older than 27. Applicants who have prior active duty military service may be eligible for age waivers for the amount of time equal to their prior service, on a month-for-month basis for a maximum of 36 months.

SCHOLARSHIPS

The objective of the Naval ROTC scholarship is to attract high quality individuals who have the academic, military aptitude, and physical fitness potential to become regular commissioned officers in the Navy and Marine Corps. Scholarships are available in four-, three-, and two-year lengths and are awarded on a nationally competitive basis. The scholarship, regardless of length, pays all tuition, a textbook stipend, fees of an instructional nature, and a subsistence allowance of $250 or more per month. Midshipmen also receive pay during summer training periods. Scholarship students become midshipmen and are expected to maintain a 2.50 grade point average (on a 4.0 scale). Midshipmen who are majoring in a scientific or engineering field may be authorized an additional scholarship year.

The University of Oklahoma 2006-2008 General Catalog

Four-Year Scholarships

Scholarships are available to students who have graduated from high school before August 1 of the year the student intends to start college. Applications must be submitted by December 31. The four-year scholarship is awarded annually. The competitive selection process includes such factors as grade point average, high school class standing, quality of high school, difficulty of high school curriculum, ACT/SAT scores, extracurricular activities, and leadership activities.

Three- and Two-Year Scholarships

Available to students who, while members of the Naval ROTC Unit, have demonstrated they possess superior academic, military aptitude, and physical fitness qualities. Recommendations are made semi-annually. For students who are not members of the unit, see a description of the two-year program (Naval Science Institute).

NON-SCHOLARSHIP NAVAL ROTC PROGRAMS

A limited, subsidized Naval ROTC College Program is offered for students who want to serve their country in leadership roles as officers of the Navy or Marine Corps.

Applicants for the College Program are chosen by the Professor of Naval Science from students selected for admission to, or already in attendance at, the University. Uniforms and all books required for Naval Science courses taken by College Program students are paid for by the unit. If accepted into advanced standing (junior and senior years), they will receive $350-$400 per month for a maximum of 20 academic months. College Program students may gain scholarship status by competing for three- and two-year scholarships.

NAVAL ROTC HEALTH PROFESSION PROGRAMS

These programs are available for qualified students who are interested in medical training and receiving an officer’s commission in the United States Navy Medical or Nurse Corps.

FINANCIAL ASSISTANCE

Students receiving a Naval ROTC scholarship are granted compensation and benefits. A subsistence allowance of $250 or more per month, pay during summer training periods, a stipend for textbooks, uniforms, tuition, and fees of an instructional nature are paid by the scholarship.

Non-scholarship students (College Program) receive $350-$450 monthly, uniforms, and Naval Science textbooks once the student has been accepted into advanced standing (junior and senior years).

BASIC COURSE (FRESHMAN AND SOPHOMORE)

Consists of enrollment in entry level 1000 and 2000 Naval Science courses concurrent with the weekly leadership development seminar to provide the student with an introductory knowledge of the naval service. Normally, one course is taken each semester of the freshman and sophomore years. For sophomores not enrolled the freshman year in Naval ROTC, the freshman courses may be taken concurrently with the sophomore Naval Science Courses.

ADVANCED STANDING (JUNIOR AND SENIOR)

Consists of enrollment in Naval Science 3000- and 4000-level courses and continued enrollment in the weekly leadership development seminar. For non scholarship students, entry into advanced standing is via a national selection process based on the student’s academic, military aptitude, and physical fitness record.

TWO-YEAR PROGRAM (NAVAL SCIENCE INSTITUTE)

The Navy and Marine Corps has a Naval ROTC Program which is open to all college students who will complete their sophomore year or third year in a five-year curriculum. Submit an application to the Professor of Naval Science before the end of February. Students selected and physically qualified will attend the six-week Naval Science Institute at Newport, Rhode Island, during the summer between their sophomore and junior...
This training is to bring them up-to-date on the Naval ROTC curriculum missed during their freshman and sophomore years. The student will be reimbursed for travel expenses to and from Newport and also receive pay while studying and training during the six weeks. Students will be eligible to compete for scholarships. The junior and senior level Naval Science curriculum will be completed at the University.

ACTIVITIES
Midshipmen students, on a voluntary basis, may participate in a diversified field of unit-sponsored activities. These include sailing in a 25-foot craft and smaller boats, and activities such as precision drill teams, rifle and pistol team, intramural athletics, unit publications such as the “Flaghoist,” midshipmen social and professional organizations, and fleet orientation trips. Participation in extracurricular activities is not limited solely to those areas sponsored by the Naval ROTC unit. Midshipmen are encouraged to participate in a broad spectrum of University activities.

SUMMER TRAINING
Summer training is provided to midshipmen in fleet units worldwide. The training is for the individual’s introduction and participation in fleet operations. Additionally, such training assists the midshipmen in requesting a military specialty prior to commissioning.

Scholarship students, between their freshman and sophomore years, participate in a four-week career orientation program in which a week is spent each with Naval Aviation, Submarine Force, Surface Force, and the Marine Corps. Between their sophomore and junior years, Midshipmen attend a four-week cruise on various commands throughout the fleet serving in the capacity of enlisted sailors. During the period between the junior and senior years, they participate in a four-week cruise on various maritime platforms in various areas of the world serving in the capacity of junior officers. For the Marine Corps option midshipmen, four weeks of training is conducted at Quantico, Virginia. Funds are provided to the individual for summer training.

GRADUATE STUDIES
Midshipmen may request delayed active duty to complete graduate studies. Current emphasis is on scientific and engineering fields.

Career Opportunities
The qualified young men and women who complete the Naval ROTC Program at the University will not have to worry about seeking employment after graduation. Upon graduation, midshipmen are commissioned as officers in either the Navy or Marine Corps, and during their final semester are allowed to choose their military specialty from among those fields for which they are qualified. Navy ensigns can select a career in aviation, surface warfare, nuclear submarines, or special warfare. The Marine Corps second lieutenants have a choice between aviation and ground fields, including infantry, artillery, armor, communication-electronics, combat engineering, intelligence, air control, computer systems, logistics and administration.
Equal Opportunity Policy

This institution, in compliance with all applicable federal and state laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services.

Student Code

The University of Oklahoma Student Code includes rules that address the responsibilities and conduct required of Norman Campus students, student groups, organizations, and University-approved or operated living units. The Academic Misconduct Code, sexual harassment policy, and other student-related policies and procedures are also included in the publication. Copies of the Code may be obtained from the Office of the Vice President of Student Affairs, Oklahoma Memorial Union, or the University of Oklahoma Student Association, 181 Oklahoma Memorial Union. The Student Code is also accessible on the Internet at [http://www.ou.edu/studentcode/OUStudentCode.pdf](http://www.ou.edu/studentcode/OUStudentCode.pdf).

Academic Misconduct Policy

Integrity in all aspects of scholarship is essential to the University’s mission. The Academic Misconduct Code sets forth the rights and responsibilities of all students on the Norman Campus regarding academic integrity, and provides the procedures to be followed in cases of suspected misconduct. Academic misconduct is defined as any act which improperly affects the evaluation of a student’s academic performance or achievement. It specifically includes cheating, plagiarism, fabrication, fraud, destruction of property, and bribery or intimidation, as well as assisting others or attempting to engage in such acts. It is the responsibility of each student to be familiar with the definitions, policies and procedures concerning academic misconduct; and unfamiliarity with the code alters none of a student’s rights or responsibilities thereunder. The Academic Misconduct Code is printed with the Student Code and is also available on the Internet at [http://www.ou.edu/provost/integrity/](http://www.ou.edu/provost/integrity/).

Attendance Policy

A student is responsible for the content of any course in which he or she is officially enrolled. The establishment of specific policy concerning class attendance requirements, as well as announced and unannounced examinations, is the responsibility of the individual instructor.

Final Examinations

Oklahoma State Regents for Higher Education regulations require that those institutions that reserve the final week of the semester as a testing period shall ensure that all classes meet during the testing period. Final examinations are given at the discretion of the instructor, or, in the case of multiple sections, the department in which the course is offered.

(Exceptions: The College of Arts and Sciences requires that an examination, either a last or final examination, be given during the scheduled final examination period for each regularly scheduled undergraduate course. Independent study and pure laboratory courses are excluded; the College of Engineering and the College of Atmospheric and Geographic Sciences require comprehensive examinations to be given during the regularly scheduled examination periods in all undergraduate courses excluding directed readings, pure laboratory courses and project type design courses and seminars.)

When a final examination is given, the student must take the examination. If a final examination is given, no faculty member is authorized to depart from the published examination schedule for either a class or an individual without approval, as stated in the Faculty Handbook. Early final examinations are prohibited.

FINAL EXAMINATION has been defined as follows: an examination which is comprehensive in nature or which accounts for a greater proportion of the final grade than an examination given during the semester. (President, 2-10-86) A student will not be expected to take more than two final examinations in one day. In cases where a student has three or more exams scheduled for the same day, instructors must offer make-up exams. The student’s number of exams will be brought down to two by the following procedure:

a. If a student has three or more exams on the same day, the instructor(s) giving the third and subsequent exams must provide make-up exams during the week designated for final exams for that semester;

b. The student must notify the instructor or department of the third and subsequent final exams scheduled within a single day. Such notification must be given to the specific instructor or department before the end of the twelfth week of classes (sixth week of the summer term).

In the event a conflict should arise from the scheduling of two or more final examinations at the same time, the student will attend the examination for the class that met first during the week, according to the student’s class schedule. The instructor(s) giving the second and subsequent exams must provide make-up exams during the week designated for final exams that semester.

Reasonable Accommodation Policy

The University of Oklahoma will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship, would result in a fundamental alteration in the nature of the service, program or activity, or would create undue financial or administrative burdens. The term “reasonable accommodation” is used in its general sense in this policy to apply to employees, students and visitors. Student requests for reasonable accommodation should be addressed to the Disability Resource Center, Goddard Health Center, 620 Elm Avenue, Suite 166, (405) 325-3852, TDD (405) 325-4173, FAX (405) 325-4491, or [ods@ou.edu](mailto:ods@ou.edu). A student must self-identify as an individual with a disability and provide appropriate diagnostic information that substantiates the disability. Disability includes two elements: (1) a physical or mental impairment which (2) substantially limits one or more of the major life activities of the person in question. Major life activities include but are not limited to walking, breathing, seeing, hearing, performing manual tasks, caring for oneself, learning and working. Disability has both medical and functional elements, and both of these elements must be explicitly documented for the Disability Resource Center. The Disability Resource Center will then assess the impact of the disability on the student’s academic program and record the required academic accommodations in a memo to the instructor. All diagnostic information is confidential and therefore memos can be sent only at the student’s request. Students are required to provide appropriate documentation of disability prior to the provision of services. Accommodations cannot be retroactive and can begin only after documentation is received and a reasonable time for accommodation development has been allowed. Individuals who have complaints alleging discrimination based upon a disability may file them with the University’s Equal Opportunity Officer in accordance with prevailing University discrimination grievance procedures.
Sexual Harassment
The University of Oklahoma explicitly condemns sexual harassment of students, staff and faculty. Sexual Harassment is unlawful and may subject those who engage in it to University sanctions as well as civil and criminal penalties. Since some members of the university community hold positions of authority that may involve the legitimate exercise of power over others, it is their responsibility to be sensitive to that power. The University is committed to providing an environment of study and work free from sexual harassment and to insuring the accessibility of appropriate grievance procedures for addressing all complaints regarding sexual harassment. For more information, contact the University Equal Opportunity Office, 102 Evans Hall, (405) 325-3546; http://www.ouhsc.edu/eoaa/PoliciesandProcedures.asp.

Student Grievance Policy
The University has a policy of internal adjudication of student grievances. There are specific procedures for many grievances (e.g., academic appeals, alleged discrimination, etc.) that are set forth in The Student Code of Responsibilities and Conduct for the Norman Campus and Other University Policies available online at http://www.ou.edu/studentcode/OUStudentCode.pdf. In cases where University policy designates no specific procedure, grievances regarding academic matters, financial aid, educational records, or payment of tuition and fees should be addressed to the Senior Vice President and Provost; grievances regarding other aspects of student life should be addressed to the Vice President for Student Affairs.

University E-mail Notifications
In order to assure timely and efficient communication, the University establishes e-mail as an acceptable means of official communication. All University students, faculty, and staff will be assigned an official University email account. Official University communications may be sent to this account. E-mail sent to this account is expected to be read in a timely fashion, except in circumstances where access to e-mail is impracticable.

Faculty and staff may assume that a student’s official University email is a valid mechanism for communicating with that student. Faculty who rely upon electronic communication with or between students in their classes will specify their requirements in the course syllabus. Account holders who choose to have e-mail forwarded to another e-mail address do so at their own risk. An account holder’s failure to receive or read, in a timely manner, official University communications sent to an official e-mail account does not absolve the account holder from knowing and complying with the content of the official communication.
Faculty of the University of Oklahoma

The date following the title is the date of the beginning of service with the University; the date in parentheses is the date of the appointment to the present academic rank; the last date is the date of appointment to the present administrative title. Membership in the Graduate Faculty is designated by an asterisk following the faculty members' names.


CHENG, SAMUEL, * B.Engr., 1995, University of Hong Kong; M.Phil., 1997, Hong Kong University of Science and Technology; M.S., 2000, Hawaii; Ph.D., 2004, Texas A&M. Assistant Professor of Electrical and Computer Engineering, (2006).


CONWAY, TYRRELL, * B.S., 1979, Ph.D., 1984, Oklahoma State. Associate Professor of Microbiology; Co-Director, OU Advanced Center for Genome Technology, (1999), 1999.


DOEZEMA, RYAN E.* B.S., 1964, Calvin College; Ph.D., 1971, Maryand. Professor of Physics and Astronomy; Chair, Department of Physics and Astronomy; Engineering Physics Faculty, 1979, (1987), 1990.


Finkel, John L. * B.A., 1962, M.A., 1971, Capital; Ph.D., 1976, Chicago. Visiting Assistant Professor of Liberal Studies; Adjunct Associate Professor of Geography; Director of Instructional Development Program, 1976, (1979), 1979.


HE, ZHILL, B.S., 1986, Hunan Normal University; M.Sc., 1989, Shanghai Institute of Plant Physiology, Chinese Academy of Sciences; Ph.D., 1998, Australian National University. Research Assistant Professor of Botany and Microbiology; Associate Director of Institute for Environmental Genomics, 2005, 2006.


HICKLIN, ALISA K., B.S., 2002, Lamar University; Ph.D., Texas A&M. Assistant Professor of Political Science, (2006).


HOUSER, ROBERT R.* B.S., 1987, Colorado State; Ph.D., 1996, Minnesota. Associate Professor of Chemistry and Biochemistry; Assistant Chair, Department of Chemistry and Biochemistry, 1999, (2005), 2006.


HOUSTON, CHRISTOPHER B.* B.S. 1991 Air Force Academy, MBA, 2003, Harvard Business School, M.Phil in Politics, 1993, Oxford University, D.Phil in Politics, 1994, Oxford University. Associate Vice-President Strategic and Leadership Initiatives; Associate Professor of Honors; Berry International Chair, Director Leadership Center; Deputy Executive of IPC and Chair of Center for Peace Studies, (2005).


KARABUK, SULEYMAN, B.S., 1991, Middle East Technical University, Turkey; M.S., 1994, Bilkent University, Turkey; Ph.D., 2001, Lehigh. Assistant Professor of Industrial Engineering, (2003).


KHAN, MASOOD ALAM, * B.S., 1965, University of Karachi, Pakistan; M.S., 1972, Ph.D., 1976, University of Victoria, B.C. Assistant Professor of Chemistry and Biochemistry; Staff Crystallographer, (1986), 1986.


KUMIN, HILLEL J.* B.S., 1962, Southern Methodist; M.A., 1964, Texas; Ph.D., 1968, Case Institute of Technology. Williams Professor of Industrial Engineering, Associate Professor of Business Administration, Professor of Industrial Engineering, 1968, (2000).


MAO, CHUANBIN. * B.S., 1992, Liaoning, China; Ph.D., 1997, Northeastern, China. Assistant Professor of Chemistry and Biochemistry, (2005).


NELSON, DONNA J.,* B.S., 1974, Oklahoma; Ph.D., 1979, Texas. Associate Professor of Chemistry and Biochemistry, 1983 (1989).


RAGER, KATELEEN B., * B.A., College of Mount Saint Vincent; M.S., SUNY at New Paltz; Ph.D., 2000, Kansas State. Assistant Professor of Educational Leadership, (2001).


ROBINSON, MARY BETH, B.S., 1979, Tennessee; M.S., 1986, Massachusetts. NCIDQ Certified, IDGA, IDEC, Associate AIA, IFMA. Associate Professor of Interior Design, (1999).


RUSSELL, SCOTT D, * B.S., 1992, University of Texas at Austin; M.S., 1996, North Carolina at Chapel Hill. President, University of Texas at Austin. Professor of Political Science, (2003).


STEINHEIDER, BRIGITTE, M.S., 1990, Dusseldorf, FRG. Assistant Professor of Psychology, (2002).


TRUJILLO, MICHAEL, B.A. Spanish, B.S., Anthropology; Central Washington University, M.S., Ph.D. Texas. Reach for Excellence Assistant Professor of Honors, (2006).


XUE, MING,* B.S., 1984, Nanjing University; Ph.D., 1989, University of Reading. Associate Professor of Meteorology; Director, Center for Analysis and Prediction of Storms, 1992, (1999), 2006.


YU, TIAN-YOU,* B.S., 1990, M.S., 1992, National Central University, Taiwan; Ph.D., 2000, Nebraska at Lincoln. Assistant Professor of Electrical and Computer Engineering; Adjunct Assistant Professor of Meteorology, (2002).

YUAN, MAY,* B.S., 1987, National Taiwan; M.A., 1992, Ph.D., 1994, SUNY at Buffalo. Professor of Geography; Edith Kinney Gaylord Presidential Professor of Geography; Associate Dean of the College of Atmospheric and Geographic Sciences, 2000, (2005).


ZAMAN, MUSHARRAF,* B.S., 1975, Bangladesh University of Engineering and Technology; M.S., 1979, Carleton, Ottawa, Canada; Ph.D., 1982, Arizona. P.E. David Ross Boyd Professor and Aaron Alexander Professor of Civil Engineering and Environmental Science; Associate Dean for Research, College of Engineering 1982, (1993), 2005.


Index

A

Academic Advising (Univ Coll) ................. 57
ACADEMIC APPEALS (Graduate) ............ 279
Academic Appeals Boards .................. 47
Academic Common Market ................... 18
Academic Forgiveness Policy ............... 3
Academic Forgiveness Policy ............... 46
Academic Majors — Undergraduate and Graduate .......... 25-28, 58
Academic Misconduct Policy ............... 348
Academic Officers and Deans ............... ii
Academic Planning Calendar ............. 13
Academic Records ....................... 48
Academic Renewal Policy ............... 347
Academic Reprieve Policy ............... 46
Academic Standards ................... 46
Academic Work Load ................... 42
Accelerated Baccalaureate Degree in Nursing for Second Degree Students ........ 308
Accelerated Degree Programs .......... 267
Accounting Club ....................... 150
Accounting, School of .................. 148
Accreditation ....................... 3, 6
Add/Drop ........................ 3
Additional Bachelor’s Degrees (A&S) ....... 80
Administrators of the University ........ ii
Admission and Retention to the Weitzenhoffer Family College of Fine Arts ........ 241
Admission As A Visitor ................... 37
Admission From Unaccredited High Schools or Home Study ........ 34
Admission Information forGraduate Students ......................... 269 - 273
Admission of Freshmen ................... 33
Admission of University of Oklahoma Graduating Seniors ........ 37
Admission Process to the College of Law .... 332
Admission to a Degree-Recommending College ................. 57
Admission to Candidacy (Master’s) ........ 282
Admission to the College of Arts and Sciences ........ 76
Admission to the College of Business ... 153
Admission to the College of Education .... 192
Adult Admission ........................ 34
Adult and Higher Education ............... 197
Advanced Placement ................... 3
Advanced Placement Program (APP) ....... 39
Advanced Programs (Continuing Educ.) .... 166
Advanced Standing Examination ........ 3, 38
Advertising Major .................... 327
Advisement ........................ 3, 11
Advisement in Arts and Sciences ........ 77
Advisement/Degree Audit (A/DA) ........ 3
Advising Services (A&S) ............... 77
Advisory Conference ................... 286
Aerospace and Mechanical Engineering School of ................ 210 - 213
Aerospace Engineering Degrees Offered .... 210
Aerospace Studies, Department of ........ 343
African and African-American Studies ........ 81
African and African-American Studies Minor ........ 81
African Studies ........................ 100
Air Force ROTC Program ................ 343
Allied Health Academic Standards .......... 293
Allied Health Graduate Programs ........ 300
Allied Health Sciences (M.S., Ph.D.) ..... 300
Allied Health, College of ............... 292 - 300
All-University Writing Requirement .......... 59
American Indian Institute (Continuing Educ.) .......... 167
Amoco Business Information Resource Center ........ 149
Anthropology Degrees Offered .......... 82
Anthropology Graduate Study .......... 82
Anthropology Minor ................... 82
Anthropology, Department of ............ 82
Apartments ......................... 55
Apartment-Style Living ................... 55
Application Deadlines ................... 33
Application Fee ....................... 33
Application For Graduation ............... 3
Applications for Prestigious Scholarships and Fellowships ........ 18
Applied Linguistic Anthropology, Master of ........ 83
Applying For Financial Aid ............... 44
Aquatic Research Facility ................ 133
Arabic Minor ........................ 113
Archeological Survey ................... 20, 73
Architectural Studies Minor ............... 63 - 64
Architectural Urban Studies, Master of Science in .......... 63 - 65
Architecture Curriculum, Master of ....... 65
Architecture, Bachelor of .......... 63
Architecture, College of ............... 60 - 71
Architecture, Division of ............... 63 - 65
Architecture, Master of .......... 63
Area of Concentration ................... 3

Art Degrees Offered .................. 245
Art Graduate Study .................. 246
Art, School of ........................ 245 - 246
Arts and Sciences College Requirements ........ 79
Arts and Sciences Facilities and Programs ........ 73
Arts and Sciences General Information, College of ........ 72
Arts and Sciences Programs in Continuing Education ........ 167

Arts and Sciences, College of ........ 72 - 134
Asian Studies Major ................... 101
Ask the Sooners ....................... 44
Assessment Policy .................... 40
Astronomy Degree (Undergraduate) ........ 119
Astronomy Degrees Offered .......... 118
Astronomy Doctor of Philosophy Degree ........ 120
Astronomy Graduate Study ............... 119
Astronomy Master of Science Degree ........ 120
Astronomy Minor ...................... 119
Astrophysics Degree (Undergraduate) ........ 119
Astrophysics, Bachelor of Science in ........ 118

Atmospheric and Geographic Sciences, College of ........ 135 - 145
Atmospheric and Geographic Sciences Degrees Offered ........ 135
Atmospheric and Geographic Sciences Minors ........ 138
Attempted Hours ....................... 3
Attendance Policy .................... 348
Audiology ......................... 293
Audit ................................ 3, 42
Auditing Courses (Graduate Students) ........ 277
Audition and Portfolio Requirements .... 241
Aviation Degree Offered ............... 164
Aviation Management ................... 164
Aviation Minors ....................... 165
Aviation, Department of ............... 163

B

B.A. ................................. 3
B.S. ................................. 3
Baccalaureate Degree ................... 3
Bachelor of Arts Programs (A&S) ........ 73
Bachelor of Science in Botany ........... 84
Bachelor of Science in Education Majors ........ 194
Bachelor of Science in Microbiology .......... 84
Bachelor of Science Programs (A&S) ........ 73
C

Center for Student Advancement .......... 58
Cal Hobson Academic Services ............. 77
Calendar .................................. 42
Cancellation ................................ 3
Cancellation Of Enrollment ................. 43
CARE Program ................................ 58
Career Ladder Program for Registered and
Licensed Practical Nurses .................. 308
Career Planning ............................ 12 - 13
Career Planning Calendar .................... 12
Career Services ................................ 12, 53, 74
Carl Albert Congressional Research
and Studies Center .......................... 20, 74, 121
CCE Registration and Records .............. 165
Center for Analysis and Prediction of Storms
(CAPS) .................................... 142
Center for Economic and Management
Research ...................................... 151
Center for Effective Schools ................. 168
Center For Engineering Logistics And
Distribution (CELDi) ....................... 235

Center for English as a Second Language ........ 33, 38, 168
Center For Entrepreneurship ............... 149
Center For Financial Studies ............... 150
Center for Intelligent Systems ............. 229
Center for MIS Studies ..................... 150
Center For Spatial Analysis .................. 136
Center for the Study of Human Operator
Performance (C-SHOP) .................... 235
Certificate Programs for Educational School
Administrators ............................. 199
Certification Programs for Teachers ....... 3
CSES ......................................... 168
Change of College And Major .............. 42
Change(S) of Enrollment .................... 42
Charles M. Russell Center for the Study of
Art of the American West .................. 23
Checklist for Doctoral Students ............ 290
Checklist for Thesis Option ................ 284
Checksheet .................................. 3
Chemical Engineering and Materials Science,
School of .................................. 216 - 219
Chemical Engineering Degrees Offered .......... 216
Chemical Engineering Graduate Study ........ 219
Chemistry and Biochemistry Degrees Offered ... 85
Chemistry and Biochemistry Graduate Study ... 86
Chemistry and Biochemistry,
Department of ................................ 85 - 86
Chemistry Minor ............................ 86
Chemistry-Math Library ..................... 75
Children of Promise, Mentors of Hope ....... 170
Chinese Minor ................................ 113
Circulation and Interlibrary Loan .......... 19
Civil Engineering and Environmental Science,
School of .................................. 220 - 224
Civil Engineering Degrees Offered .......... 220
Civil Engineering Graduate Study .......... 224
Classical Culture Minor ..................... 88
Classics ...................................... 87
Classics Degree Offered ..................... 87
Classification of Students ................... 43
Classroom Management ..................... 41
CLEP ......................................... 39
Cognitive Assessment and System
Engineering (CASE) Lab .................... 235
College ...................................... 3
College Level Examination Program (CLEP) ... 39
Combined Cumulative GPA ................ 3
Combined Curriculum (A&S) ............... 80
Combined Retention GPA ................... 3
Commencement ............................. 3
Communication Degrees Offered ........... 88
Communication Graduate Study ............ 89
Communication Minor ........................ 89
Communication Sciences and
Disorders (HSC) ............................ 293

Communication Sciences and Disorders
(M.S., Ph.D.) .............................. 300
Communication, Department of ............ 88 - 89
Communications Laboratory ............... 229
Community Counseling Program ........... 200
Complete Withdrawal ....................... 3, 43
Comprehensive Examination ............... 3, 283
Computer Engineering Degrees Offered .......... 227
Computer Engineering Graduate Study ...... 230
Computer Engineering Undergraduate Study ... 229
Computer Science Degrees Offered .......... 225
Computer Science Graduate Study .......... 226
Computer Science, School of ................ 225 - 226
Concurrent Enrollment ........................ 3
Conditional Admission ........................ 3
Conference Services (Continuing Educ.) ...... 166
Construction Administration Curriculum,
Master of Science in ......................... 67
Construction Administration, Master of
Science in .................................. 66
Construction Science Curriculum, Bachelor
of Science in ............................... 66
Construction Science Minor .................. 63
Construction Science, Bachelor of Science in ... 66
Construction Science, Division of .......... 66
Continuing Education and Service to the Public ... 5

Continuing Education, College of .......... 162 - 176
Continuing Legal Education .................. 170
Co-op and Internships ....................... 18
Corequisite .................................. 3
Correction of Education Records .......... 49
Correspondence Study ....................... 3
Cost and Financial Support
Graduate College) ......................... 274 - 275
Cost of Attending OU ........................ 41, 44
Costs ...................................... 44
Counseling and Testing Services ............. 54
Counseling Program ........................ 200
Counseling Psychology Clinic, The ........... 190, 200
Course Credit Limitations (Doctoral) ......... 286
Course Credit Limitations (Graduate) ........ 281
Credit By Examination ........................ 3
Credit for Extra-Institutional Learning ........ 38
Credit for Training Programs and Other
Extra-institutional Learning ................ 39
Credit Hour ................................ 3
Credit Hour Regulations ..................... 78
Criminology Option ......................... 130
Criteria For Admission Of Freshmen ........ 34
Current Periodicals Room ................... 20
### D

- Dance Degrees Offered 247
- Dance Graduate Study 248
- Dance, School of 247
- Dean 3
- Dean’s Honor Roll (A&S) 76
- Degree 3
- Degree Audit Services 41
- Degree Completion (Graduate Students) 277
- Degree Navigator (DN) 3
- Degree Programs Offered (A&S) 73
- Delta Sigma Pi 150
- Dental Hygiene B.S. Program (HSC) 301
- Dental Hygiene Degree Completion Program 302
- Dentistry, College of 301 - 304
- Departmental Advanced Standing Examinations 38
- Design and Development of Instructional Software 200
- Dietetics (M.A.) 294
- Digital Design Laboratories 229
- Digital Signal Processing Lab 229
- Digitizing and Copying Center 20
- Disability Education and Training, National Center for 173
- Disability, Judicial, and Veterans’ Services 54
- Dissertation 3
- Dissertation Defense 289
- Distance Learning, Center for Independent and (Continuing Educ.) 168
- Diversity Enrichment Programs 51
- Doctor of Dental Surgery Program 303
- Doctor of Medicine Program (HSC) 305
- Doctoral Committee 287
- Doctoral Degree 3
- Doctoral Degrees and Programs of Study 268
- Doctoral Dissertation 288
- Double Majors in Arts and Sciences 80
- Drama Degrees Offered 248
- Drama Graduate Study 249
- Drama, School of 248 - 249
- Drop/Add 3

### E

- Estimated Costs of Attending OU 44, 52
- Early Childhood Education Graduate Programs 201
- Early Childhood Professional Development, Center for (Continuing Educ.) 167
- Early Entry (Concurrent Enrollment) 34
- Earned Hours 3

### Earth and Energy, College of

- Earth and Energy Degrees Offered 177
- Earth and Energy Minor 179
- East Asian Studies 101
- Economics Degrees Offered 90
- Economics Graduate Study 90
- Economics Minor 90
- Economics, Department of 90

### Education, College of

- Education Abroad 189 - 202
- Education Abroad and International Student Services 319 - 323
- Education Degrees Offered 189
- Education Programs (Continuing Educ.) 170
- Education Undergraduate Study 192
- Educational Administration, Curriculum and Supervision 198
- Educational and Community Renewal, Center for 190
- Educational Development and Research, Center for 190
- Educational Leadership and Policy Studies, Department of 197 - 198
- Educational Psychology, Department of 199 - 200
- Educational Studies (EDS) 198
- Elderlearn 175
- Electives 3
- Electrical and Computer Engineering, School of 227 - 230
- Electrical Engineering Degrees Offered 227
- Electrical Engineering Graduate Study 230
- Electrical Engineering Undergraduate Study 230
- Electron Microprobe Laboratory 180
- Electronic Media and Photo Services 168
- Elementary Education 194
- Elementary Education Graduate Programs 201

### Engineering, College of

- Engineering, Department of 231
- Engineering and Geosciences Programs (Continuing Educ.) 170
- Engineering Minors 207
- Engineering Physics Degrees Offered 232
- Engineering Physics Doctor of Philosophy 120
- Engineering Physics Graduate Study 234
- Engineering Physics Master Of Science 120
- Engineering Physics, Program in 232 - 233
- Engineering Undergraduate Programs 205
- English Degrees Offered 91
- English Graduate Study 92
- English Proficiency 33, 37
- English, Department of 91 - 92
- English/Language Arts Education Graduate Programs 201
- Enrollment and Grade Information in the College of Fine Arts 242
- Enrollment Contract/Retention (A&S) 78
- Enrollment Fee 3
- Enrollment Fees And Tuition 41
- Enrollment in Upper-Division Engineering Courses 206
- Enrollment Information (A&S) 77
- Enrollment Of Graduate Assistants 277
- Enrollment Requirements For Research For Doctor’s Dissertation 288
- Enrollment Requirements For Thesis Research 282
- Enrollment Verification 3
- Enrollments At Other Institutions 40
- Entry-Level Assessment 59
- Environmental Design, Bachelor of Science in 67
- Environmental Design, Program in 67
- Environmental Engineering Degrees Offered 220
- Environmental Geology 182
- Environmental Science Degrees Offered 220
- Environmental Science Graduate Study 224
- Environmental Verification And Analysis Center (EVAC) 142
- Environmental Work Physiology Lab 235
- Equal Opportunity Policy 348
- Ergonomics Laboratories 235
- Ethics and Religion Major 117
- European Studies 101
- European Studies Major 101
- Evaluation and Testing 171
- Excelsior College Examination 39
- Executive Training~Team Quest 171
- Experimental Petrology Laboratory 180
- Explanation of Sections 1
- Expository Writing List of Topics 16
- Expository Writing Program, The Edith Kinney Gaylord 15

### F

- Faculty Adviser 3
- Faculty-in-Residence 55
- FAFSA 43 - 44
- Federal Aviation Administration Programs (Continuing Educ.) 171
- Fee Waiver 3
- Fee Waivers for Auditing of Courses 42
- Fees for Copies of Records 49
- Film & Video Studies Video And DVD Library and Viewing Room 74
- Film and Video Studies 93
- Film and Video Studies Degree Offered 93
- Film and Video Studies Graduate Study 94
- Film and Video Studies Minor 93
- Final Examinations Policy 348
- Finance, Division of 148
- Financial Aid (Graduate) 274
<table>
<thead>
<tr>
<th>Index</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Aid Programs</td>
<td>43</td>
</tr>
<tr>
<td>Financial Aid Programs at a Glance</td>
<td>45</td>
</tr>
<tr>
<td>Financial Assistance and Costs</td>
<td>43</td>
</tr>
<tr>
<td>Financial Education and Counseling Center</td>
<td>44</td>
</tr>
<tr>
<td>Financial Management Association Student Chapter</td>
<td>150</td>
</tr>
<tr>
<td>Fine Arts and Architecture Programs (Continuing Educ.)</td>
<td>171</td>
</tr>
<tr>
<td>Fine Arts, Weitzenhoffer Family College</td>
<td>240-263</td>
</tr>
<tr>
<td>Fixed Income Fund</td>
<td>149</td>
</tr>
<tr>
<td>Fluid Inclusion Micro-Thermometry Laboratory</td>
<td>180</td>
</tr>
<tr>
<td>Foreign Language Education</td>
<td>195</td>
</tr>
<tr>
<td>Foreign Language Placement Examinations</td>
<td>40</td>
</tr>
<tr>
<td>Foreign Service</td>
<td>75</td>
</tr>
<tr>
<td>Forty-Five Hour Rule</td>
<td>59</td>
</tr>
<tr>
<td>French Major</td>
<td>113</td>
</tr>
<tr>
<td>French Minor</td>
<td>113</td>
</tr>
<tr>
<td>Freshman</td>
<td>3</td>
</tr>
<tr>
<td>Freshman Seminars</td>
<td>11</td>
</tr>
<tr>
<td>Full-Time Student</td>
<td>3, 43</td>
</tr>
</tbody>
</table>

**G**

| Gateway to College Learning                                         | 11   |
| Gaylord College of Journalism and Mass Communication                | 324-331 |
| The Edith Kinney Gaylord Library                                    | 325  |
| General Education Requirements                                      | 3, 14|
| General Examination                                                 | 287  |
| General Information                                                 | 1-13 |
| General Information About the College of Liberal Studies            | 341-342 |
| Geography Degrees Offered                                           | 139  |
| Geography Graduate Study                                            | 140  |
| Geography Minor                                                     | 140  |
| Geography, Department                                               | 139-140 |
| Geological Engineering Graduate Study                               | 186  |
| Geology and Geophysics, School of                                  | 179-183 |
| Geology Degrees Offered                                             | 179  |
| Geology Graduate Study                                              | 183  |
| Geology Minor                                                       | 183  |
| Geology, B.S. in                                                    | 182  |
| Geophysics Degrees Offered                                          | 179  |
| Geophysics Graduate Study                                           | 183  |
| Geophysics, B.S. in                                                 | 182  |
| Geospatial And Image Analysis Laboratory                             | 136  |
| Geotechniques Minor                                                 | 140  |
| Geriatrics/Gerontology (Certificate)                                | 294  |
| German Major                                                        | 113  |
| German Minor                                                        | 113  |
| Glossary of Terms and Abbreviations                                 | 3-4  |
| GMAT                                                                | 3    |
| Good Standing                                                       | 4    |
| Government Documents                                                | 19   |
| GPA                                                                 | 4    |
| Grade Point Average                                                | 4    |
| Grade Point Hours                                                   | 4    |
| Grade Point System                                                 | 46   |
| Grade Points                                                        | 4    |
| Grade Reports                                                       | 46   |
| Grades                                                              | 46   |
| Grades in the College of Law                                        | 334  |
| Graduate Admission                                                 | 37   |
| Graduate Areas and Degrees Offered (Health Sciences Center)         | 311  |
| Graduate Assistant Appeals Board                                    | 279  |
| Graduate Assistantships                                             | 275  |
| Graduate Business Association                                       | 150  |
| Graduate College                                                    | 264  |
| Graduate College (Health Sciences Center)                           | 310-313 |
| Graduate Coursework                                                | 4    |
| Graduate Degrees Offered                                            | 266-268 |
| Graduate Programs For Academic Excellence                           | 17   |
| Graduation                                                          | 50   |
| Graduation Fee                                                      | 4    |
| Graduation Fees                                                     | 41   |
| Graduation Requirements (A&S)                                       | 78-79|
| Grand Camp                                                          | 175  |
| Grant and Contract Studies, Center for (Continuing Educ.)          | 168  |
| Grants                                                              | 45   |
| GREE                                                                | 4    |
| Greek Minor                                                         | 88   |

**H**

| Health and Exercise Science                                         | 95   |
| Health and Exercise Science Degrees Offered                        | 94   |
| Health and Exercise Science Graduate Study                         | 95   |
| Health and Exercise Science, Department of                         | 94-95|
| Health Promotion Programs, (Continuing Educ.)                     | 172  |
| Health Sciences Center                                             | 7, 291-314 |
| Health Sciences Librarianship                                       | 107  |
| Health Sciences Programs (Continuing Educ.)                       | 172  |
| Henderson Scholars Program                                         | 54   |
| History Degrees Offered                                             | 96   |
| History Graduate Study                                             | 97   |
| History Minor                                                      | 97   |
| History of Science Collection                                       | 75, 233|
| History of Science Collections                                     | 19   |
| History of Science Degrees Offered                                  | 97   |
| History of Science Graduate Study                                  | 98   |
| History of Science Minor                                           | 98   |
| History of Science, Department of                                  | 97   |
| History, Department of                                              | 96   |
| Honors At Oxford                                                    | 316  |
| Honors College                                                      | 332-333 |
| Honors College Leadership Center                                    | 316  |
| Honors Curriculum                                                   | 316  |
| Horizons Unlimited                                                 | 174  |
| Housing and Food Services                                          | 54   |
| Housing Requirements and Policies                                  | 55   |
| How to Apply to OU                                                 | 29   |
| How to Use This Catalog                                            | 1-2  |
| HSC Student Affairs                                                | 55   |
| Human Relations Degree Offered                                     | 98   |
| Human Relations, Department of                                     | 98   |
| Human Technology Integration Laboratory                             | 235  |
| Humanities (General Education)                                     | 15   |
| Human-Technology Interation Center (HTIC)                          | 235  |
| Hydrologic Science Minor                                           | 138  |

| I                                                                     | 4    |
| Independent and Distance Learning, Center for (Continuing Educ.)    | 168  |
| Independent Study                                                   | 168  |
| Independent Study Courses                                           | 4, 168 |
| Industrial Engineering Degrees Offered                              | 234  |
| Industrial Engineering Graduate Study                              | 239  |
| Industrial Engineering, School of                                  | 234-239|
| Information for Doctoral Students                                   | 285-290|
| Information for Master’s Students                                   | 280-284|
| Information Studies, Bachelor of Arts in                           | 105  |
| Information Technology                                              | 9    |
| Institute For Rock Mechanics                                       | 180  |
| Institute of Child Development, The                                | 190  |
| Institute of Reservoir Characterization                            | 180  |
| Institutional Data Exchange and Analysis, Center for               | 169  |
| Instructional Computation Lab                                       | 236  |
| Instructional Design                                                | 200  |
| Instructional Leadership and Academic Curriculum, Department of    | 201-202|
| Instructional Leadership Graduate Programs                         | 201  |
| Instructional Psychology                                            | 200  |
| Instructional Psychology And Technology                             | 200  |
| Instrumental Neutron Activation Analysis Laboratory                 | 180  |
| Integrated Business Core (IBC)                                     | 149  |
| Integrative Studies                                                 | 75   |
| Interdisciplinary Doctoral Program                                 | 269  |
| Interdisciplinary Perspectives on the Environment                  | 99   |
| Interdisciplinary Perspectives on the Environment Minor            | 99   |
| Interdisciplinary Perspectives On The Environment Resource Center  | 75   |
Index

The University of Oklahoma 2006-2008 General Catalog

Interior Design Curriculum, Bachelor of .................. 69
Interior Design Minor ........................................... 63
Interior Design, Bachelor of ................................. 68
Interior Design, Division of .................................. 68
International and Area Studies Degree Offered ........ 100
International and Area Studies Minor .................. 101 - 102
International and Area Studies, School of .................. 100 - 103
International Baccalaureate .................................. 39
International Programs ........................................... 18
International Programs Center .............................. 318 - 323
International Studies and Services (ISS) ...................... 322
International Studies ........................................... 101
International Studies Major .................................... 102
International Studies, Master of Arts in .................. 103
International Summer Programs .............................. 321
Intersession (Continuing Educ.) .............................. 4, 172
Introductory Courses ............................................ 11
Italian Minor ....................................................... 113
Japanese Minor ..................................................... 113
JCPenney Leadership Center ................................... 149
Jobs ................................................................ 45
Joint B.B.A. and Master of Accountancy Degree .......... 157
The Fred Jones Jr. Museum of Art ................................ 22
Journalism and Mass Communication, Gaylord College of .................. 324 - 331
Journalism Major ................................................... 328
Judaic Studies ......................................................... 104
Judaic Studies Minor ............................................. 104
Junior .................................................................. 4
Juvenile Personnel Training Program .......................... 9

K

Kanter Political Communication Archives .................... 75
KCGOU Radio ......................................................... 172
Knowledge Management, M.S. in ............................ 106
Kodály Certificate Program .................................... 253

L

Language Arts Education ....................................... 195
Laboratory for Engineering Living Tissue Systems .......... 235
Landscape Architecture, Division of ......................... 69 - 70
Landscape Architecture, Master of ......................... 69
Language Skills Test (LST) ....................................... 326
Laptop Requirement ............................................. 61, 204
Latin American Studies ......................................... 102
Latin Minor ........................................................... 88
Law, College of ..................................................... 332 - 335
Law Curriculum .................................................... 333
Law Degrees Offered ............................................ 332
Leadership Development, Center for ......................... 53
Lean Institute, The ............................................... 172
Letter Grade .......................................................... 4
Letters Degree Offered .......................................... 87
Liberal Studies Graduate Degree Offered .................. 339
Liberal Studies Undergraduate Degree Offered ........... 337
Liberal Studies, College of ...................................... 336 - 342
Library and Information Studies Degrees Offered .......... 105
Library and Information Studies, Graduate Study .......... 105
Library and Information Studies, Master of ............. 105
Library and Information Studies, School of ............... 105 - 108
Library General Collections .................................. 19
Library Instruction .................................................. 19
Library Resources ................................................... 75
Library Services ..................................................... 19
Licensure and Certification to Teach .......................... 194
Limitations on Right of Access to Education Records .... 49
Linguistics Major .................................................... 113
Linguistics Minor .................................................... 114
List of Publications and Where to Get Them ................ 2
Literary and Cultural Studies Minor ......................... 92
Loans ................................................................ 45
Logistics and Computational Optimization Lab ............ 235
Lower-Division Coursework .................................... 4

M

Machining and Precision Lab .................................... 235
Major ................................................................ 4, 12
Management Information Students Association .......... 151
Management Information Systems, Division of .......... 148
Management, Division of ...................................... 148
Marketing and Supply Chain Management, Division of .......... 148
Master of Accountancy ........................................... 159
Master of Arts Degree in Journalism ....................... 329
Master of Business Administration ......................... 159
Master of Professional Writing Degree ..................... 330
Master’s Degree ..................................................... 4
Master’s Degrees and Programs of Study ................... 266
Mathematics, Department of ................................... 109 - 110
Mathematics B.S./Biostatistics M.S. ......................... 110
Mathematics Degrees Offered ................................ 109
Mathematics Department COMPAS (Placement Testing) Program ........................................ 40
Mathematics Education .......................................... 195
Mathematics Education Graduate Programs ............... 201
Mathematics Graduate Study ................................... 110
Mathematics Minor ............................................... 110
Mathematics Teacher Certification ............................ 110
Matriculate ........................................................... 4
Max Westheimer Airport .......................................... 163
Mechanical Engineering Degrees Offered .................. 210
Medicine, College of ............................................. 305 - 306
Medieval and Renaissance Studies ............................ 111
Mediterranean Civilizations and Cultures, Center for the Study of ........................................ 87
Message from President Boren .................................. i
Meteorology Degrees Offered ................................ 141
Meteorology Graduate Study .................................. 144
Meteorology, School of ......................................... 141 - 145
Michael F. Price College of Business .......................... 146 - 161
Microbiology Areas of Concentration ....................... 84
Microbiology Degrees Offered ................................ 83
Microbiology Graduate Study ................................ 84
Microbiology Minor ................................................. 84
Microelectronics Laboratory .................................... 229
Mid-Continent Comprehensive Center ..................... 173
Middle Eastern Studies .......................................... 102
Military Science, Department of .............................. 344 - 345
Military Service Credit ............................................ 39
Minimum Degree Requirements .............................. 4
Minor ................................................................ 4, 12
Minors in the College of Arts and Sciences ................. 80
Minors in the College of Fine Arts ............................ 243
Mission of the University ....................................... 5
MLS/Administrative Leadership Option ....................... 340
MLS/Museum Studies Option .................................. 340
MLS/Self-Design ..................................................... 340
Modern Language Degrees Offered ......................... 112
Modern Language Graduate Study ............................ 114
Modern Languages Degrees Offered ......................... 112
Modern Languages Graduate Study .......................... 114
Modern Languages, Literatures, and Linguistics, Department of ........................................ 112
Monday Memo ....................................................... 326
Mornings with the Professor (Continuing Educ.) ............ 174
Motion Analysis Lab ................................................ 236
Multicultural Engineering Program .......................... 209
Museum of Art, The Fred Jones Jr. ................................ 22
Museum of Natural History, Sam Noble Oklahoma .......... 23
Museums and Collections ....................................... 22
Music Degrees Offered .......................................... 250
Music Graduate Study .......................................... 253
Music, School of ..................................................... 250 - 261
Musical Theatre, A. Max Weitzenhoffer Department of ........................................ 262
Musical Theatre, Bachelor of Fine Arts in ................... 262

Index
N
National Conference Logistics Center
(Continuing Educ.) ..................................173
National Intercollegiate Flight Association
(NIFA) Flight Team ..................................163
National Merit Scholars ..................................17
National Resource Center For Youth
Development ..................................................9
National Resource Center for Youth Services
(Continuing Educ.) ..................................173
National Scholars Programs ..................................51
National Severe Storms Laboratory (NSSL) ...........142
National Weather Center ..................................136
National Weather Service Forecast Office
(NWSFO) .................................................142
National Weather Service Storm Prediction
Center ........................................................142
Nationally Accredited Programs ...................................6
Native American Languages Program ......................75
Native American Studies ......................................115
Native American Studies Degrees Offered .................115
Native American Studies Master of
Arts Degree ..................................................116
Native American Studies Minor .............................116
Native Speaker Policy ........................................113
Natural Gas Engineering and Management
Degree ........................................................186
Natural Science (General Education) .......................15
Natural Science, Master of ...................................85
Naval Science, Department of ............................346 - 347
Neustadt International Prize for Literature .................24
Neutral Grade ...............................................4
John and Mary Nichols Rare Books and
Special Collections, The ..................................19
Non-Academic Criteria in the Admission of
Students ..........................................................38
Non-Flying Aviation Management ............................164
Non-Thesis Option ............................................283
Norman Campus ............................................7
North Campus ..............................................7
Nursing, College of ........................................307 - 308
Nutritional Sciences (HSC) ..................................295
Nutritional Sciences (M.S.) ..................................301

O
Oak Ridge Associated Universities (ORAU) ..............18, 276
Obtaining a Master's Degree While Working
on a Doctoral Degree .......................................280
Occupational Therapy (HSC) ..................................296
Official Transcripts ..........................................48
Oklahoma Center for Continuing
Education, The ..........................................9, 166
Oklahoma Climatological Survey (OCS) .................143
THE OKLAHOMA DAILY ..................................56
Oklahoma Geological Survey .................................187
Oklahoma Institute for Enterprise and
Family Business ..........................................150
Sam Noble Oklahoma Museum of Natural
History ......................................................23
Oklahoma Professional Development
Program ....................................................174
Oklahoma Research Center for Continuing
Professional and Higher Education, The ........ .......190
Oklahoma Scholar-Leadership Enrichment
Program ........................................................17
Oklahoma State Regents for Higher Education .. ii
Oklahoma State System of Higher Education ....... 4
Oklahoma Transportation Center (OTC) ........... 235
Oklahoma Writing Project, The .............................190
Omicron Delta Epsilon ....................................90
Online Enrollment (OE) ....................................4, 41
Online Tutorials ..............................................19
Opportunity Admission .....................................35
Organic Geochemistry/Stable Isotope
Laboratory ....................................................180
Organizational Dynamics Master of
Arts Program ..............................................125
Orientation Activities at the University of
Oklahoma ......................................................10
Orientation and Advisement ..............................10 - 11
Orientation for Graduate Teaching Assistants . .. 11
Orientation for New Students ............................10
OU CCE Training and Research Center .................174
OU Cumulative GPA .......................................4
The OU Difference .......................................14 - 24
OU Energy Management Student
Association (EMSA) ....................................151
OU Health Services .........................................56
OU Nightly .................................................325
OU Observatory ............................................75
OU Retention GPA .........................................4
OU Scholars Program ......................................17, 316
OU Scholars Workshop ...................................11
OU Sooner Flight Academy ...............................174
OU'DAILY.COM ...........................................56
OU-Tulsa Schusterman Center ..............................8
Payment Of Fees ..........................................41, 43
Petition .......................................................4
Petroleum and Geological Engineering,
Mewbourne School of .................................184 - 186
Petroleum Engineering Degrees Offered .......... 184
Petroleum Engineering Graduate Study .......... 186
Petroleum Engineering Laptop Requirement .... 185
Petroleum Geology ...........................................182
Pharmacy, College of .......................................309
Phi Beta Kappa ..............................................76
Phi Beta Lambda .............................................151
Philosophy Degrees Offered ..............................116
Philosophy Graduate Study ..............................117
Philosophy Major ............................................117
Philosophy Master of Arts Degree ......................117
Philosophy Minor ..........................................117
Philosophy, Department of .................................116 - 117
Physical Performance Lab ................................236
Physical Therapy (HSC) ....................................297
Physician Associate Program (HSC) ................. 306
Physics and Astronomy, Homer L. Dodge
Department of ............................................118 - 120
Physics and Astronomy Master Of Science
Degree ........................................................120
Physics and Astronomy Undergraduate
Study ........................................................119
Physics Degrees Offered ..................................119
Physics Doctor of Philosophy Degree .................120
Physics Graduate Study ..................................119
Physics Library .............................................75
Physicis Minor ..............................................119
Placement Examination ....................................4
Planned Program ............................................4
Planned Program (A&S) ....................................80
Policies ........................................................348 - 349
Policy on Non-Academic Criteria in the
Admission of Students .................................. 38
Political Science, Department of .........................121 - 122
Political Science Degrees Offered .........................121
Political Science Graduate Study .........................122
Political Science Minor ....................................122
Political Science Undergraduate Major .................122
Portuguese Minor ..........................................113
Post-Master's Coursework ..................................4
Preceptorship Program (Architecture) ................. 63
Precision Engineering Lab ................................236
Precollegiate Programs (Continuing Educ.) .........174
Preenrollment Assessment and Advising ...............40
Pre-Health Professions Advising .........................58
Pre-law Studies .............................................75
Premedical Professions Study ............................75
Prepharmacy Curriculum ..................................309
Prerequisite ..................................................4
Probation .....................................................4, 48
Probationary Enrollment ....................................4
Production Logistics Lab ..................................236
Residency Halls .................................. 55
Resident Status .............................. 33
Retention Grade Point Average .......... 48
Retention/Graduation GPA ............... 4
Rules, Regulations, and Requirements for
Undergraduate Programs (A&S) ....... 78
Charles M. Russell Center for the Study
of Art of the American West ............... 23
Russian and East European Studies ..... 102
Russian Major .............................. 113
Russian Minor ................................ 113

S
Sam Noble Oklahoma Museum of
Natural History ............................. 23
Sarkeys Energy Center, The ............. 136, 187 - 188
Satisfactory (S) .............................. 4
Satisfactory–Unsatisfactory Graded
Courses (SU) .............................. 4
Scholar Privileges and Programs ......... 317
Scholars Advising Program ............... 317
Scholars Summer Enrollment .......... 40
Scholarships ............................... 43, 45
Scholarships and Awards (Architecture) ..... 61
Scholarships and Fellowships (Graduate) ... 275
School Counseling program ............ 200
School Library Media Specialist ...... 107
Science and Public Policy Program .... 266
Science Education ........................ 196
Science Education Center .......... 190
Science Education Graduate Programs ... 201
Second Undergraduate Degree Applicants ... 36
Secondary Education Graduate Programs ... 201
Sedimentary Geochemistry Laboratory ... 180
Seismic Stratigraphy Mpi Laboratory ... 180
Semester .................................... 4
Semester GPA ............................. 4
Senior ...................................... 4
Senior Adult Services (Continuing Educ.) ... 174
Senior Capstone Experience ........... 15
Senior Institution ......................... 4
Senior Seminars .......................... 175
Senior Vice President and Provost .... 4
Sexual Harassment ....................... 280
Sexual Harassment Policy ............... 349
Shell Crustal Imaging Facility ........... 181
Simulation Analysis and Stochastic
Systems in IE (SASSIE) Lab .......... 236
Single-Engine Commercial Pilot Minor .... 165
Social Science (General Education) .... 15
Social Studies Education .......... 196
Social Studies Education Graduate Programs ... 201
Social Work Degrees Offered ........... 127
Social Work Graduate Study .......... 128
Social Work, School of ............... 127, 129
Society for Cinema Studies .......... 75
Sociology Degrees Offered ........ 130
Sociology Graduate Study .......... 130
Sociology Minor ......................... 130
Sociology, Department of .......... 130
Sooner Aid Analysis ...................... 43
Sooner Aviation Club .................... 163
Sooner Orientation Weekend .......... 11
Sooner Yearbook ......................... 56
Sophomore ............................... 4
South Campus ............................ 7
Southwest Center for Human Relations
Studies (Continuing Educ.) .......... 175
Southwest Prevention Center
(Continuing Educ.) ..................... 175
Spanish Major ............................ 113
Spanish Minor ............................ 113
Special Education ........................ 196
Special Education Master’s Program .... 200
Special Facilities and Resources ....... 19
Special Regulations in the College of
Architecture ......................... 62
Special Standards of Performance for Students
Enrolled in Internships, Practica or Similar
Professional Experiences .............. 279
Special Student .......................... 4
Special Student Admission .............. 36
Speech-Language Pathology (M.A.) ........ 299
Stop-Out ................................. 4
Student Affairs ......................... 53 - 56
Student Business Association (SBA) .... 151
Student Code ............................. 348
Student Computer Lab .................. 20
Student Discrimination ................. 280
Student Grievance Policy ............... 349
Student Life ............................. 53
Student Media ........................... 56
Student Services Center (Education) ... 190
Student Support Center (Business) ..... 149
Student Regulations (Architecture) ....... 62
Study of Art of the American West,
Charles M. Russell Center for the ....... 23
Study of Small/Rural Schools, Center for the
(Continuing Educ.) ..................... 170
Summer Advance Enrollment/Orientation
Program .............................. 58
Summer Enrollment and Orientation
Program for Freshmen ................. 40
Summer Enrollment Program ........... 11
Summer Term ........................ ... 4
Suspended Student Readmission ....... 36
Suspension ............................... 48
Suspension for Poor Scholarship ...... 4
Symbolic and Oral Communication .... 14
### T
- Teaching Certificate Programs
- Team Environment for Automated/Multimedia (TEAM) Design Lab
- Telecourses and Televised Instruction
- Television and Satellite Services (Continuing Educ.)
- Ten-Year Limitation Rule
- TE-Plus Teacher Education Program
- Texaco X-Ray Laboratory
- THE WIRE
- Thesis
- Thesis Defense
- Thesis Option
- Thin Section/Rock Preparation Laboratory
- Time Limits for Completion of the Master’s Degree
- Time Limits for Program Completion (Doctoral)
- Tissue Culture Laboratory
- TOEFL
- Transcript
- Transcript Evaluation
- Transcripts
- Transfer Admission Criteria
- Transfer Course Equivalent
- Transfer Course Substitution
- Transfer Credit Applied Toward the Master’s Degree
- Transfer Credit Applied Towards the Doctoral Degree
- Transfer Credit Applied Towards the Master’s Degree
- Transfer Credit Evaluation
- Transfer Credit Regulations
- Transfer Cumulative GPA
- Transfer Day
- Transfer of Advanced Standing Credit
- Transfer Retention GPA
- Transfer Students, Admission of
- Transfer Work
- Tuition
- Tuition Waiver
- Types, Locations, and Custodians of Educational Records

### U
- U. S. Postal Service National Center for Employee Development (Continuing Educ.)
- Unclassified Student
- Undergraduate
- Undergraduate Admission
- Undergraduate and Professional Graduate Programs (HSC)
- Undergraduate Laboratory for Weather Radar Signal Processing
- Undergraduate Research Day
- Undergraduate Research Opportunities Program (UROP)
- Undergraduate Special Student

### W
- University College
- University College Enrollment Policies
- University E-mail Notifications
- University Governance
- The University of Oklahoma Book Club
- University of Oklahoma Libraries
- University of Oklahoma Press
- University Officers
- University-Wide General Education
- Unsatisfactory
- Upper-Division Coursework
- Upper-Division Requirement
- Use of Human or Animal Subjects
- Use of Human Subjects in Research

### Y
- Youngblood Energy Library, The

### Z
- Zarrow Center for Learning Enrichment
- Zoology Animal Facility
- Zoology Degrees Offered
- Zoology Graduate Study
- Zoology Minor
- Zooology, Department of

---

**Index**